

Historic Preservation Commission Meeting
Wednesday, July 29, 2026 6:00 PM
Crete City Hall
243 E 13th Street
Crete, NE 68333

1. Open Meeting

- In accordance with Nebraska law, a copy of the Open Meetings Act can be found in the back of the Council Chambers.
- Items listed on the agenda may be considered in any order.

2. Roll Call

- Attendance of members will be recorded to determine the presence of a quorum for official actions.

3. Items of Business

- Action may be taken to discuss/limit discussion, to hear testimony in favor of or in opposition to, and to approve or disapprove any matter presented under this title.

3.A. April 29th, 2026 Minutes

3.B. Election of Historic Preservation Commission Chair

3.C. Discussion on replacement member

3.D. Sign Permit Application from David Hochstetler, Jr. for Main Street Laundromat 1112 Main Ave

3.E. Building Permit Application Residential from Travis Smith for deck replacement at 1039 Forest Ave

4. Petitions - Communications - Resident Concerns

- Resident testimony may be limited to 3 minutes per person.
- Please do not repeat testimony that has already be heard.
- No action can be taken on matters presented under this title except to answer any questions or to refer the matter for further action.

5. Officers' Reports

- Reports may be given by Officers, Departments, Committees, or Councilmembers concerning the current operations of the City.
- No action can be taken on matters presented under this title except to answer any questions or to refer the matter for further action.

5.A. Chairperson's Report

5.B. Director's Report

6. Adjournment

Disclaimers & Notices

- The Council may enter into closed session to discuss any matter on this agenda when it is determined that a closed session is clearly necessary for the protection of the public interest or the prevention of needless injury to the reputation of an individual (if such individual has not requested a public meeting) or as otherwise allowed by law. Any closed session shall be limited to the subject matter for which the closed session was

called. If the motion to close passes, then immediately prior to the closed session the Mayor shall restate on the record the limitation of the subject matter of the closed session.

- The City of Crete assures that no person shall on the grounds of race, color, national origin, age, disability, handicap or sex, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity of the City receiving Federal financial assistance. To report discrimination, contact the City Clerk's office.
- The complete agenda with attachments is available at www.crete.ne.gov.



CRETE HISTORIC PRESERVATION COMMISSION MEETING

April 29th, 2026 at 6:00 PM
Crete City Hall, 243 East 13th Street

MINUTES

Notice of the meeting was given by posting, the appointed method for giving notice as shown by the attached notice, at the following locations:

City Hall, 243 East 13th Street
Post Office, 1242 Linden Avenue
City Bank and Trust, 1135 Main Avenue

Advance notice of the meeting was also given to committee members. Pursuant to Section 84-1412(8) of the Nebraska Open Meetings Act, the City has posted a current copy of the Open meetings Act, Laws of the State of Nebraska, in the back of the council chambers. All proceedings shown were taken while the meeting was open to the attendance of the public.

1. Open Meeting

2. Roll Call

Janet Jeffries	Present
Jennifer Robison	Present
Scott Kuncel	Present
Tom King	Present
Thom Reeves	Present

Also present for the meeting: Historic Preservation Commission Director and City Administrator Tom Ourada, City Clerk Nancy Tellez and Planning Commission Chair Dave Jurena

3. Consent Agenda

3.A. Approve Meeting Minutes

3.A.1. March 16th, 2026 Minutes

Jennifer Robison motioned and Thom Reeves seconded to approve March 16th, 2026 minutes. Tom King: Aye, Janet Jeffries: Aye, Scott Kuncel: Aye, Jennifer Robison: Aye, Thom Reeves: Aye

4. Items of Business

4.A. New Business

4.A.1. Discussion on bandstand

There was discussion on the bandstand and options of where to move it. City Administrator Tom Ourada stated that the City of Crete did not receive grant through the Civic and Community Center Financing Fund (CCCFF). The Historic Preservation Commission discussed the possibility of moving the bandstand to Rotary Park, Tuxedo Park or relocating in City Park.

4.A.2. Budget Discussion

Historic Preservation Commission Director and City Administrator Tom Ourada provided some information on the City budget. Ourada explained the Municipal Equalization Fund and that notification was received that the City of Crete will lose 80% of funding. That's almost \$640,000 that we will lose next year. There are a few options and the City will have to take very drastic measures fundamentally cutting about 18% of the budget.

Ourada explained that there would be no funds for travel to trainings. There are free online training opportunities.

4.B. Old Business

5. Petitions - Communications - Resident Concerns

6. Officers' Reports

6.A. Chairperson's Report

6.B. Director's Report

Ourada explained that the Nebraska State Historical Society accepted the City of Crete's 2025 Certified Local Government report.

7. Adjournment

Scott Kunch motioned and Janet Jeffries seconded to adjourn the meeting at 6:59 p.m.
Jennifer Robison: Aye, Tom King: Aye, Janet Jeffries: Aye, Scott Kunch: Aye, Thom Reeves: Aye

Sign Permit Application

City of Crete and Two-Mile Zoning Jurisdiction
Building Inspector - 243 East 13th Street, Crete, NE 68333
402-826-4312 www.crete.ne.gov

PERMIT #

FEE:

Property Information

Application Date: 7/20/2026

Property Owner's Name **David Hochstetler, Jr**

Address **2370 County Rd C, Crete, NE 68333**

Phone **308-216-1132**

Sign Owner's Name **Main Street Laundromat**

Address **1112 Main Ave Crete NE 68333**

Phone **308-216-1132**

Email **lindseyhochstetler@hotmail.com**

Sign Information

Installer's Name **CBS Signs**

Address **5300 N 57th St Ste 1, Lincoln, NE 68507**

Phone **402-466-7446**

Sign Location: **1112 Main Ave Crete NE 68333**

Legal Description: Lot **16** Block **144** Addition **Crete City**

Type of sign: ☐ Advertising ☒ Informational ☐ Directional ☐ Temporary

Size of sign: **4.58' (h) 20' (w) 2.33' (d)**

Clearance of sign to ground: **9 ft**

"Sight-Triangle" Compliant:

Overall sign height:

Illuminated sign: ☒ Yes

☐ No

Construction material to be used: **Aluminum, coole**

Electrician's Name

Address

Phone

Will sign project beyond the property line? ☐ Yes Number of feet: ☒ No

Will support for sign be located on public property? ☐ Yes ☒ No

Is a State of Nebraska sign permit required? (Highway frontage) ☐ Yes ☒ No

Permit is invalid without attached, approved site plan and photos. Refer to Crete Municipal Code Sign Requirements, Section 11-800, Last updated on 9/10/24.

Site plan should show location of sign or signs on the property, relative to all property lines. Any encroachment or overhang beyond the property lines will require an additional permit or variance. Questions: Email trenton.griffin@crete.ne.gov

[Signature]

Applicant Signature

7/20/2026

Date

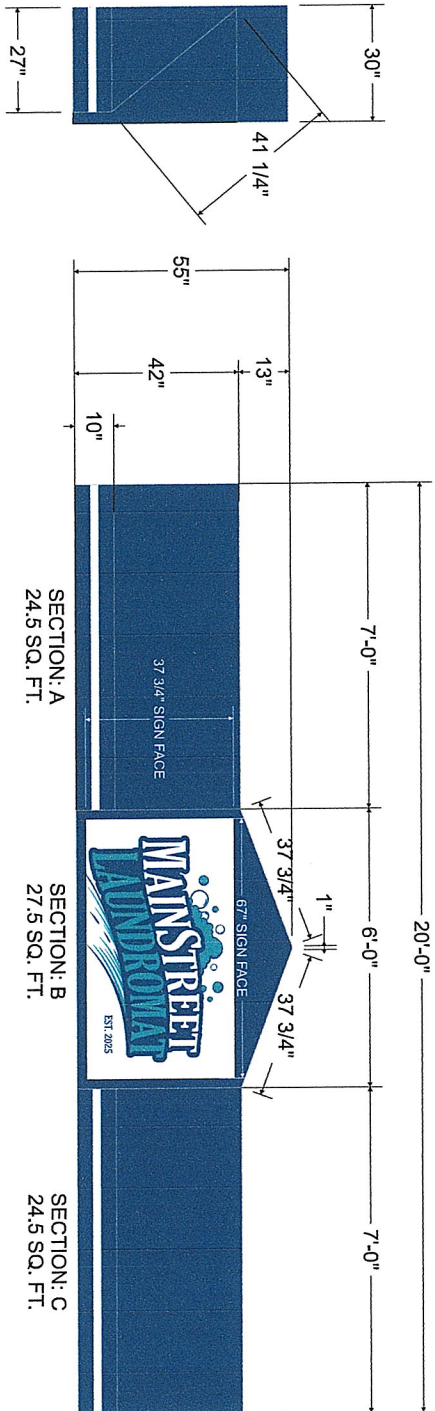
Building Inspector Signature

Date

ILLUMINATED AWNING DISPLAY

76.5 TOTAL AWNING SQ. FT.

17.6 SIGNAGE SQ. FT. (23%)



SPECIFICATIONS:

FABRICATE AND INSTALL ILLUMINATED AWNING AS SHOWN.

MATERIAL: 2114 DARK BLUE & 0606 WHITE

20 OZ. COOLEY-BRITE II.

VINYL FILM: -246 TEAL & -36 DK BLUE

FRAME: 1.0" ALUMINUM SQ. TUBE.

OPEN BACK.

WHITE HANLEY LED ILLUMINATION AND DRIVER(S)

WHITE EGG-CRATE DOWN LIGHT DIFFUSERS

SECURED TO WALL WITH Z-CLIPS AND TAPCONS.



EXISTING WEST ELEVATION



PROPOSED WEST ELEVATION



Your Image is Our Business

402.466.7446 • www.cbsigns.com • admin@cbsigns.com • 5300 N. 57th, Ste. 1, Lincoln, NE 68507

THE CLIENT SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL GOVERNMENT AND NEIGHBORHOODS. THE CLIENT SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL GOVERNMENT AND NEIGHBORHOODS. THE CLIENT SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL GOVERNMENT AND NEIGHBORHOODS.			
ALL SIGNS ARE REQUIRED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF THE LOCAL GOVERNMENT AND NEIGHBORHOODS. THE CLIENT SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL GOVERNMENT AND NEIGHBORHOODS.			
THE SIGNAGE AND ALL VEHICLE APPROVALS ARE REQUIRED TO BE OBTAINED FROM THE LOCAL GOVERNMENT AND NEIGHBORHOODS. THE CLIENT SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL GOVERNMENT AND NEIGHBORHOODS.			
UL CERTIFIED ELECTRIC SIGN			
DRAWING NUMBER:	D00970A	PAGE:	1 OF 1
PROJECT NUMBER:	XXXX	SCALE:	3/8" = 1'-0"
SIGNS PERSON:	MIKE CEJKA	REVISION:	DATE: 07-22-2026
DISPATCH:	DON DENTON	CUSTOMER APPROVAL:	
JOB SITE ADDRESS:		1112 Main Ave., Omaha, NE 68133	

Application for a Permit to Occupy City of Crete Right-of-Way

(Rev. 2, 11-2015)

I Tonja Hoffman, CBS Signs hereby request to occupy City of Crete Right-of-
Name

Way at 1112 Main Ave Crete NE 68333 with a device or structure.
Address

Description of structure or device:

Service truck to take up sidewalk & street space
to install new sign & awnings

- ☐ Diagram, or print included?
- ☐ Necessary permits and licenses obtained? Insurance?
- ☐ Approved by the Public Works Director _____ Date: _____
- ☐ Street and Alley Right-of-way permit fee: \$75.00 ☐ Sidewalk Right-of-way permit fee: \$35.00

Note:

- 1) All applicants to occupy public right-of-way understand and agree that if, for any reason, the City or its agents require access; the obstruction shall be moved at the applicant's expense.
- 2) Any items approved for placement in the right-of-way shall be held to the building or property line as closely as possible.
- 3) If this is a 3rd party utility type project, all affected property owners shall be notified prior to the beginning of project by the project owner, or the project's contractor.
- 4) City Council approval is required for large projects (more than one property involved, or utility oriented projects).
- 5) All requests to occupy right-of-way must include a detailed sketch, print, or drawing with dimensions with respect to property lines, paving, curbs etc....
- 6) If this application is for underground sprinkler systems, a print or drawing of the system including location of lines and heads with measurements listed must accompany the application. Additionally, the applicant may be required to provide proof of proper permits to install, plumb, and provide backflow protection for said underground sprinkler systems.
- 7) Application for a permanent structure deemed to be a traffic or public safety hazard or which limit visibility will be denied.
- 8) An application shall be approved before any construction or installation is allowed to begin.

Tonja M Hoffman
Signature of Applicant

7/20/2020
Date of Application

Building Permit Application - Residential

Building Inspector - 243 East 13th Street, Crete, NE 68333
402-826-4312 www.crete.ne.gov

PERMIT # 26-000182

Jobsite Address		Application Date:	
Property Owner's Name <u>TRAVIS SMITH</u>		Legal Description	
Address <u>1039 FOREST AVE</u>		Phone <u>402-540-5568</u> Zoning Review	
Work being performed by:		☐ Contractor ☒ Homeowner	
Name <u>TRAVIS SMITH</u>		Phone	
Street Address <u>1039 FOREST AVE</u> City <u>CRETE</u>		Contractor Registration No.	
State <u>NE</u> Zip Code <u>68333</u>			
Email		☐ New ☐ Remodel ☐ Repair ☐ Replace	
Description of work to be completed: <u>Replace Deck in back - Replace North Stoop, no more than 6 post face of house</u>			
Total Valuation		Office Use Only:	
Total cost of labor and materials. Property owners providing their own labor would enter material cost times two. The City of Crete may require a copy of an estimate for materials. (Calculate Permit Fee and Plan Review Fee below)		Lot Density unit per square foot _____	
Total Project Cost <u>\$2000</u>		Lot Dimensions: Side _____ Rear _____	
Fee Schedule:		Setbacks: Front _____ Side yard _____ Rear _____	
1.00 to \$500 - \$25 permit fee		Flood Plain Development Permit: Yes _____ No <u>X</u>	
501 to \$2,000 - \$25 plus \$3.00 per \$100 over \$500		Elevation Certificate Required: Yes _____ No <u>X</u>	
2,001 to \$40,000 - \$69 plus \$11.00 per \$1,000 over \$2,000		3 copies of plans submitted: Yes _____ No <u>X</u>	
40,001 to \$100,000 - \$487 plus \$9.00 per \$1,000 over \$40,000		Fair Housing: _____ SWPPP: _____ ADA: _____	
100,001 to \$500,000 - \$1,027 plus \$7.00 per \$1,000 over \$100,000		State Electrical Permit Required: Yes _____ No _____	
500,001 to \$1,000,000 - \$3,827 plus \$5.00 per \$1,000 over \$500,000		Airport Zoning Height Review:	
1,000,001 and over - \$6,327 plus \$3.00 per \$1,000 over \$1,000,000		Height of Eave: _____ Height of Peak: _____	
Building Permit Fee <u>70.00</u>		Nebraska Energy Code IECC 2018 Yes _____ No _____	
Plan Review Fee <u>25.00</u>		Permit Issued by:	
(5% of Building Permit Fee - \$25 minimum)		Signed: _____	
Plan Review Fee included in the following building permit fees:		• Separate permits are required for plumbing, electrical, and mechanical work. • Electrical permits are issued by the State Electrical Division. • Sidewalks shall be constructed per city code. • Water and sewer tap fees are listed on the plumbing permit form. • Occupancy permit is required before a new or remodeled structure may be occupied.	
Residential re-roof	\$50.00		
Patio, Sidewalk, Driveway	\$50.00		
Egress Window (per window)	\$65.00		
Total Building Permit & Review Fees <u>95.00</u>			
Contractor or Homeowner (Print Name) <u>TRAVIS SMITH</u>		Signature 	Date: <u>6-22-26</u>

For framing inspection please provide stamped plan and engineered truss drawings. Call for Framing inspection when Plumbing and Mechanical is roughed-in. Work must conform to Adopted Codes - (2018 IBC, 2018 IRC, 2014 NEC, 2018 IMC, 2018 UPC, 2018 IECC) and local amendments. Crete uses Nebraska State Fire Marshal and Nebraska State Electrical Division for Permitting and Inspections.

YOU ARE REQUIRED TO CALL DIGGERS HOTLINE NEBRASKA WHEN DIGGING OR EXCAVATING - Dial 811

Questions: trenton.griffin@crete.ne.gov

FOR INSPECTIONS PLEASE CALL 402-826-4312 Ext. 6417

City of Crete - Building Inspection

Municipal Building Inspector - 243 East 13th Street, Crete, NE 68333 - 402-826-4312 www.crete.ne.gov

Owner _____	Address _____	Date Issued _____
Building Permit # _____	Project Description _____	
Plumbing Permit # _____	Contractor _____	
Mechanical Permit # _____	Date Closed _____	

Setbacks _____	Fireplace _____	Roof Venting _____
Footings/rebar/Ufer _____	Insulation Rough In _____	Egress _____
Foundation size and rebar _____	Attic _____	Deck Framing _____
Foundation Insulation _____	Radon Rough In _____	Sidewalk/Driveway _____
Deck Footing _____	Sewer Service _____	Water Meter _____
Plumbing rough in _____	Wate service _____	Electrical Rough In _____
Plumbing Final _____	Framing Draft Stopping _____	Electrical Final _____
Gas Line Test _____	Engineered Trusses and uplift _____	Smoke/CO Detector _____
Mechanical Rough In _____	Treated plate and anchor bolts _____	Parking/Sidewalk _____
Sealing _____	Headers/Portal Frame _____	Grading/Landscaping _____
Fans/Vents _____	Siding Vapor Barrier _____	Address Numbers _____
Combustion Air _____	Stairs/Hand rails _____	Occupancy _____