

**CARSON CITY HISTORIC RESOURCES COMMISSION**

**Minutes of the March 10, 2011 Meeting**

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A meeting of the Carson City Historic Resources Commission (HRC) was scheduled for 5:30 p.m. on Thursday, March 10, 2011, in the Carson City Community Center, Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Chairperson Michael Drews  
Vice Chairperson Robert Darney  
Commissioner Gregory Hayes  
Commissioner Mara Jones  
Commissioner Lou Ann Speulda

**STAFF:** Jennifer Pruitt, Principal Planner  
Randal Munn, Chief Deputy District Attorney  
Tamar Warren, Recording Secretary

**NOTE:** A recording of these proceedings, the Commission's agenda materials, and any written comments or documentation provided to the recording secretary during the meeting are public record, on file in the Clerk's Office. These materials are available for review, in the Clerk's office, during regular business hours.

**A. CALL TO ORDER AND DETERMINATION OF QUORUM (5:30:55)** – Chairperson Drews called the meeting to order at 5:30 p.m. Roll was called; a quorum was present. Commissioner Lopiccolo was absent.

**B. ACTION ON APPROVAL OF MINUTES (5:31:35)** – **Commissioner Speulda moved to approve the minutes, as written by Staff, from the January 13, 2011 meeting. Commissioner Hayes seconded the motion. Motion carried 5-0.**

**C. MODIFICATION OF AGENDA (5:31:55)** – None.

**D. DISCLOSURES (5:32:17)** – None.

**E. PUBLIC COMMENTS (5:32:43)** – None.

**F. PUBLIC HEARING MATTERS:**

**F-1 HRC-11-010 ACTION TO CONSIDER A REQUEST FROM PROPERTY OWNERS AARON AND MARY COVINGTON, TRUSTEES, TO RE-ROOF THE SINGLE FAMILY DWELLING UNIT AND THE REPLACEMENT OF EXISTING SHED DORMERS WITH PROPOSED GABLED DORMERS, ON PROPERTY ZONED SINGLE FAMILY 6000 (SF6), LOCATED AT 312 MOUNTAIN STREET, APN 003-191-01. (5:33:32)** – Chairperson Drews introduced the item. Ms. Pruitt introduced new Commissioner Mara Jones, and Chief Deputy District Attorney Randy Munn. She then gave background on the property being discussed. Ms. Pruitt noted that in the enclosed information packets, incorporated into the record, she had enclosed a full set of plans, roofing material samples, window treatments, and the comments from the Engineering and Planning Divisions. She also stated that adjacent property owners had been notified, and that to date, no comments had been received in the Planning Division. Ms. Pruitt explained that Staff has recommended the approval, with recommended conditions, of the project, and suggested that the Commission assist the applicant with the selection of the appropriate materials. Aaron Covington, the applicant, explained that the reasons for renovation had been the safety and the growth of his family. He stated that the rubble foundation of the house made the renovations difficult and would need to be taken into consideration. Ms. Pruitt indicated she would address the Building Division issues with Kevin Gattis, Chief Building Official. Chairperson Drews suggested scaling the windows to the lower portion of the house. He gave his recommendation to the applicant and stated his concern as symmetry. Mr. Covington explained that the house was oddly-shaped and that they were trying to increase usable space with the wider dormers. Mrs. Covington stated that this was her first attempt at Photoshop and that some of the pictures may have been off scale. Discussion ensued regarding window sizes. Commissioner Speulda suggested

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keeping the window trim simpler. Vice Chairperson Darney recommended having an engineer on board, and he offered to give them his recommendation of engineers. Vice Chairperson Darney opined that working with engineers in the early stages "saves everybody some time". Chairperson Drews suggested showing the new elevations to the Commission would be sufficient for the next review. He also stated that if the applicants could not wait till the next meeting, a special meeting could be scheduled. Ms. Pruitt reminded everyone that only one set of plans were needed for the next meeting. Chairperson Drews called for public comments, and when none were forthcoming, a motion. **Vice Chairperson Darney moved to continue HRC-11-010, a request from the Covington Family to allow exterior renovations to a single-family dwelling unit, located at 312 Mountain Street. The motion was seconded by Commissioner Jones. Motion carried 5-0.**

(6:15:20) – Chairperson Drews announced a recess.

(6:16:22) – Chairperson Drews called the meeting back to order.

**F-2 HRC-11-005 ACTION TO ADOPT A RESOLUTION RECOMMENDING TO THE BOARD OF SUPERVISORS A PROCLAMATION DECLARING THE MONTH OF MAY AS ARCHAEOLOGICAL AWARENESS AND HISTORIC PRESERVATION MONTH.** (6:16:30) – Chairperson Drews introduced the item. Ms. Pruitt explained that included in the Commissioners' packets was a draft of the proclamation to be presented to the Board of Supervisors in May, for the Mayor's signature. She also reminded the Commissioners that the Historic Preservation Month Scavenger Hunt materials, also included in the packets, were not for public consumption yet. She added that there were two drafts, a kids' version and an adults' version, for the Scavenger Hunt. She added that the school districts had been contacted, and that several classes were participating. Member Hayes stated that in addition to his pictures. Chairperson Drews and Commissioner Speulda had contributed many photographs, and indicated that they had a "tremendous resource for future scavenger hunts". Chairperson Drews suggested teaming with local merchants to promote the event and solicit awards. He read the Historic Preservation Month Proclamation, incorporated into the record, and entertained a motion. **Commissioner Speulda moved to adopt the resolution recommending to the Board of Supervisors a proclamation declaring the month of May as Archeological Awareness and Historical Preservation Month. The motion was seconded by Vice Chairperson Darney. Motion carried 5-9.** Commissioner Hayes was concerned about awards in case of a tie. Member Speulda reminded everyone that last year they had done a drawing for the prizes.

**F-3 HRC-11-004 DISCUSSION AND POSSIBLE ACTION TO CONSIDER SELECTION OF THE HISTORIC PRESERVATION AWARDS OF 2011 IN RECOGNITION OF SIGNIFICANT PRESERVATION ACCOMPLISHMENTS AND IN CELEBRATION OF NATIONAL ARCHAEOLOGICAL AWARENESS AND HISTORIC PRESERVATION MONTH OF MAY 2011.** (6:25:01) – Chairperson Drews introduced the item. Ms. Pruitt referred to a listing of completed projects, prior to 2010, and included in the Commissioners' packets and the record, for consideration. She began by listing the two recommendations from Chairperson Drews for contributions by former Supervisors Williamson and Livermore for championing historic preservation in Carson City. She indicated that a maximum of four awards could be allocated, given this year's budget. Ms. Pruitt then presented the considered projects: Nevada State Museum Project; Dr. Gibbons' property, on 412 S. Division Street; 504 W. Spear Street single-single family dwelling unit; 206 Minnesota Street professional office; The Elks Lodge property modification on 515 N. Nevada Street; 503 N. Nevada Street office space converted from a four-plex; The Frank residence; and 310 S. Nevada Street professional office. Vice Chairperson Darney stated that the Gibbons office project and the Frank residence were not necessarily preservation-related. He agreed they were well done; however, he was concerned that they showcased new construction. Discussion ensued. **Vice Chairperson Darney moved to nominate the Nevada State Museum, the 310 S. Nevada Street professional office building, Former Supervisor Robin Williamson, and Assemblyman Pete Livermore. The motion was seconded by Commissioner Hayes. Motion carried 5-0.**

**F-4 HRC-11-006 DISCUSSION ONLY REGARDING AN UPDATE OF THE HISTORIC PRESERVATION FUND (HPF) GRANT FOR 2010.** (6:47:37) – Chairperson Drews introduced the item. Ms. Pruitt updated the Commission on the work they were doing with the State Historic Preservation Office (SHPO) and a

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consultant. She stated that the contract had been completed and information is being provided to the consultant. She added that the goal was to "complete everything by September 1, 2011".

**G. STAFF REPORTS**

**COMMISSIONER REPORTS/COMMENTS.** (6:49:19) – Commissioner Speulda mentioned a book from the latest Historic Preservation Books Guide titled "Doing Away with Demolition by Neglect" and expressed its relevance to the current ordinances. She inquired whether SHPO would have access to the book. Commissioner Jones offered to look into it. Ms. Pruitt suggested that the Planning Division acquire the book.

**PLANNING DIVISION STAFF REPORT TO THE HISTORIC RESOURCES COMMISSION.** (6:50:32) – Ms. Pruitt reported on the Commission's request to SHPO to make the amendments to the Commission's membership criteria. She stated that the changes were approved by SHPO and the process to amend the code had begun. Once defined, the changes would be presented to the Planning Commission the following month and to the Board of Supervisors in May. Ms. Pruitt stated that the Commission would be able to amend its rules and regulations immediately after the approval of the Board of Supervisors. Chairperson Drews wished to be informed of the meeting dates. He also referenced an article, incorporated into the record, supplied by Ms. Pruitt regarding garage doors.

**FUTURE AGENDA ITEMS** (6:52:31) – Ms. Pruitt indicated the HRC Grant would be an on-going item. She also stated that they would work with today's applicant to provide needed assistance. The Scavenger Hunt would also be discussed. Commissioner Jones thanked everyone for "the hearty welcome" and looked forward to working with them in the future.

**H. ACTION ON ADJOURNMENT** (6:53:50) – Chairperson Drews entertained a motion to adjourn. **Commissioner Jones moved and Commissioner Speulda seconded a motion to adjourn. The meeting was adjourned at 6:55 p.m.**

The minutes of the March 10, 2011 meeting of the Carson City Historic Resources Commission are approved on this 12<sup>th</sup> day of May, 2011.

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Michael Drews, Chairperson