

# CARSON CITY HISTORIC RESOURCES COMMISSION

## Minutes of the November 9, 2006 Meeting

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A regular meeting of the Carson City Historic Resources Commission was scheduled for 5:30 p.m. on Thursday, November 9, 2006 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Chairperson Michael Drews  
Vice Chairperson Mark Lopiccolo  
Rebecca Ossa  
Peter Smith  
Louann Speulda

**STAFF:** Jennifer Pruitt, Senior Planner  
Heidi Eskew-Herrmann, Associate Planner  
Michael Suglia, Senior Deputy District Attorney  
Kathleen King, 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-Recorder's Office. These materials are available for review during regular business hours.

**A. CALL TO ORDER AND DETERMINATION OF QUORUM (5:31:17)** - Chairperson Drews called the meeting to order at 5:31 p.m. Roll was called; a quorum was present. Commissioners Baker and Darney were absent.

**B. ACTION ON APPROVAL OF MINUTES - October 12, 2006 (5:31:48)** - Vice Chairperson Lopiccolo moved to approve the minutes. Commissioner Ossa seconded the motion. Motion carried 4-0-1, Commissioner Speulda abstaining.

**C. MODIFICATION OF AGENDA (5:32:25)** - None.

**D. DISCLOSURES (5:32:43)** - None.

**E. PUBLIC COMMENTS (5:32:57)** - None.

**F. PUBLIC HEARING ACTION ITEMS:**

**F-1. HRC-06-210 ACTION TO CONSIDER AN APPLICATION FROM TIM RUBSAM, DBA JEWELRY BENCH (PROPERTY OWNER: JOHN LOGIURATO), TO ALLOW A NON-INTERIOR ILLUMINATED, SINGLE-FACED BUSINESS SIGN (42 INCHES x 76 INCHES) ATTACHED DIRECTLY TO THE NORTH ELEVATION BUILDING WALL, ON PROPERTY ZONED DOWNTOWN COMMERCIAL (DC), LOCATED AT 320 NORTH CARSON STREET, APN 003-229-02 (5:33:20)** - Chairperson Drews introduced this item. Ms. Pruitt reviewed the staff report, specifically the conditions of approval.

(5:36:16) Cathy Deitch, of Alpine Signs representing the applicant, introduced herself for the record. Commissioner Smith advised of having served as the property owner's attorney over the past several years, and that he would abstain from discussion and action on this item. Chairperson Drews described the

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building design, and suggested the proposed sign doesn't blend very well. He inquired as to the possibility of designing the sign to appear more like an antique, brass sign or "something that fits more with that building design." Ms. Deitch expressed the opinion that bronze or gold would blend too much with the building and that the contrast, readability, and effectiveness of the sign would be lost. She advised that the color scheme is the same as the business owner's stationery and existing signage. She further advised that contrast is effective, and that too much subtlety "would lose the purpose." In response to a question, she advised that the sign material is laminated plywood. In response to a further question, she assumed the sign would be affixed to the masonry building with metal leg bolts, sleeves, and metal anchors.

In response to a question, Ms. Pruitt advised that all retail establishments are allowed 80-square feet of signage. A free-standing sign would be prohibited for the subject structure, and the Carson City Municipal Code allows for affixing signage to the façade. Ms. Pruitt advised of having questioned the applicant about the steel fixtures, but noted the difficulty associated with the architecture. She further noted that no signage would be allowed on the roof. Chairperson Drews advised that the Nevada State Museum and the Secretary of State's office have signage affixed to the building. In response to a question, Commissioner Ossa recommended drilling into the mortar rather than the brick. With regard to the fasteners, she recommended doing the least amount possible to affix the signage securely while avoiding damage to the building surface. Chairperson Drews discussed the goal to do as little damage to the building as possible. If the sign is ever removed, mortar is easier to patch than brick. Ms. Deitch agreed, and advised that safety is a primary factor. In response to a comment, she advised that the building department requires detail with regard to how the sign will be affixed to the building. Ms. Pruitt suggested having the applicant stipulate to requiring the property owner restore any damage to the façade. Ms. Deitch so stipulated. She acknowledged having reviewed the staff report, and agreed to the conditions of approval.

Chairperson Drews entertained a motion. **Vice Chairperson Lopiccolo moved to approve HRC-06-210, a request from Tim Rubsam, dba Jewelry Bench, with the stipulation that repair of the brick building is required if the sign is ever removed, and including the eleven conditions of approval. Commissioner Ossa seconded the motion. Motion carried 4-0-1, Commissioner Smith abstaining.** (5:46:38) Chairperson Drews called for public comment; however, none was provided.

**F-2. HRC-06-211 ACTION TO CONSIDER AN APPLICATION FROM CASEY, NEILON & ASSOCIATES, LLC (PROPERTY OWNER: PATRICK DRUDGE), TO ALLOW A NON-INTERIOR ILLUMINATED, DOUBLE-FACED BUSINESS SIGN (60 INCHES x 58 INCHES), ON PROPERTY ZONED RESIDENTIAL OFFICE (RO), LOCATED AT 503 NORTH DIVISION STREET, APN 003-221-04** (5:44:12) - Chairperson Drews introduced this item, and Ms. Eskew-Herrmann reviewed the staff report.

(5:45:35) Ms. Deitch acknowledged the sign will be placed in the same location. The posts will be replaced because they have deteriorated to the point of being unusable. Vice Chairperson Lopiccolo advised of having no current connection to the building but that he constructed it approximately 25 years ago.

Chairperson Drews called for public comment and, when none was forthcoming, entertained a motion. **Commissioner Smith moved to approve HRC-06-211 in the form of the motion presented by staff with eleven conditions of approval. Commissioner Speulda seconded the motion. Motion carried 5-0.** Chairperson Drews thanked Ms. Deitch.

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**F-3. HRC-06-197 ACTION TO CONSIDER AN APPLICATION FROM KATY VAZQUEZ REGARDING EXTERIOR CHANGES (REPLACEMENT WINDOWS) TO AN EXISTING, SINGLE-FAMILY DWELLING, ON PROPERTY ZONED RESIDENTIAL OFFICE (RO), LOCATED AT 1013 NORTH NEVADA STREET, APN 001-183-01 (5:47:16)** - Chairperson Drews introduced this item. Ms. Pruitt reviewed the staff report, and advised that the applicant had replaced four windows; three on the western façade and one on the northern façade. She narrated pertinent slides. She noted the descriptive information for the replacement windows included in the agenda materials. She advised of having talked with the applicant, who informed her the original windows were in poor condition and needed replacing. She reviewed the descriptive information, and noted the building department condition of approval delineated in the staff report. She encouraged the applicant to communicate with building department staff regarding the possible requirement for a building permit. She advised that the applicant had postponed any further window installation pending the commission's decision at this meeting.

(5:50:40) Steven David introduced himself for the record. He responded to questions regarding the design of the replacement windows. In response to a further question, he stated he was unable to find replacement windows designed similar to the original windows. He advised of an initial intent to attempt to repair the windows. He described the method by which the windows were removed, and advised "they just fell apart." In response to a question, he advised of having been unable to find windows with wooden dividers on the outside of the glass rather than the inside. He responded to additional questions regarding the size of the replacement windows, and advised that the existing structure was not modified to install them. In response to a further question, he advised that the new windows "are more or less the same size" as the original windows. He explained that the window openings and frames weren't square. He anticipates that once the window trim is replaced "it will look just the same." In response to a further question, he advised there was no reason for choosing the six over six pane design rather than the original two over two. He acknowledged that the original shutters would be re-installed, and that the newly installed as well as the windows to be installed are manufactured by Pella.

Commissioner Smith expressed a preference for a window design with wooden dividers on the outside of the glass, similar to the original. He advised of having purchased and installed a similar window design in his own home. In response to a question, Ms. Pruitt advised that the newly installed windows had not been approved by the commission. The applicant's request is for approval of all the replacement windows. Ms. Pruitt advised of the applicant's intention to replace all the windows, and that she had been previously unaware of the requirement to appear before the commission. Ms. Pruitt advised that Ms. Vazquez had promptly submitted her application once she was made aware of the requirement, and stopped work on the window replacement project.

Chairperson Drews referred to the Historic District Guidelines, recalling an entire section on windows. He noted that the Historic District Guidelines are published. He discussed the difficult position created for the commission by applicants who start projects, purchase materials, and begin work before complying with the requirement of appearing before the commission. He advised that Commissioner Smith's comments with regard to matching the original windows were appropriate. He suggested that pleading ignorance of the Historic District Guidelines is a "weak argument." He requested input of the commissioners with regard to whether the proposed replacement windows meet historic district standards.

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Mr. David requested input of the commissioners with regard to acceptable windows. In response to a comment, Chairperson Drews discussed the process and cost involved in refurbishing windows. He advised that another alternative is to appear before the commission “and work it out. ... The problem with this application is it’s half way done and we set a precedent by approving a product that’s half way completed that we don’t weigh in on, we don’t agree with.” He discussed the concern of other property owners starting projects without having complied with the requirement of appearing before the commission. Mr. David commented on a prior application submitted by Ms. Vazquez.

Commissioner Ossa discussed the process involved in considering historic window replacement. She expressed an interest in the background information of the applicant’s project, whether any contact was made with City representatives or State Historic Preservation Office (“SHPO”) representatives. Mr. David provided background information on the applicant’s financial situation. Commissioner Ossa inquired as to whether the applicant obtained estimates from window repairers, handymen, etc. Mr. David advised that the applicant had obtained estimates, but refused to share any of the information. In response to a question, Commissioner Ossa offered to research information available at SHPO. Chairperson Drews expressed the belief that the Historic District Guidelines and development standards adequately convey the process for window replacement.

Chairperson Drews called for public comment. (6:05:34) Jed Block offered to donate windows which were removed from one of his buildings. He advised of windows which may be available from another historic building, and offered to assist the applicant in researching this possibility.

Ms. Pruitt advised that, at this point, the window on the northern façade is not complete. She requested the commission to provide solutions regarding the two façades, and to consider approving replacement of the other windows if they are done in kind. Commissioner Speulda suggested replacing the front windows with windows that are more in keeping with the original design, and moving the six over six windows to a side of the structure that isn’t visible from the street. She further suggested researching the historic windows offered by Mr. Block, reworking the original windows, or identifying a replacement that is a modern version of the old style. In response to a question, Vice Chairperson Lopiccolo advised that the windows could have been ordered as two over two, and suggested checking with Pella. He discussed the issue of energy efficiency, and suggested that a modern version of the original would accomplish a compromise.

Ms. Pruitt noted, for the record, that the applicant had anticipated completing the project over a period of time due to financial constraints. Chairperson Drews expressed an interest in identifying funding sources for rehabilitation projects. He expressed support for the compromise discussed; to store the already-purchased windows, to use them on the façade which doesn’t face the street, and for the applicant to purchase two over two windows for the northern façade. He acknowledged that the north side window will have to be removed and replaced. He suggested that once the shutters are replaced, the appearance of the original windows will be recaptured. He reiterated an interest in discussing ideas for financing options for historic district properties. Commissioner Smith and Vice Chairperson Lopiccolo provided additional information on window design and manufacture. In response to an earlier question, Commissioner Smith advised of a hesitancy for the commission to be put in the position of “steering” an applicant toward vendors and manufacturers. He suggested it is the applicant’s responsibility to research such information. Chairperson Drews agreed, and advised that the SHPO and the City’s Planning Division have extensive archival information.

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Chairperson Drews called for additional questions or comments. Mr. David acknowledged the goal to replace the windows with a two over two design. Commissioner Speulda advised this would maintain continuity in the historic district. Chairperson Drews entertained a motion. **Commissioner Smith moved to approve HRC-06-197, a request from Katy Vazquez to allow exterior changes, replacement of windows on existing single-family dwelling, in the form of the motion presented by staff with seven conditions of approval, with the understanding that the windows facing west and north will be replaced with a two over two design, divided vertically; and that the windows which have been installed prior to this meeting can be re-used on the south face of the building.** In response to a question regarding windows on the eastern façade, Mr. David advised of two windows which “basically match the two windows on the west side.” He further advised that the windows would be replaced with a two over two design. He acknowledged that the six over six windows would be re-used on the non-street facing sides of the building, i.e., the southern and eastern façades. **Commissioner Smith so amended his motion to include these stipulations. Vice Chairperson Lopiccolo seconded the amendment. Motion carried 5-0.** Chairperson Drews thanked the applicant and Mr. David.

**F-4. DISCUSSION AND POSSIBLE ACTION TO CONSIDER FUTURE CERTIFIED LOCAL GOVERNMENT (CLG) GRANTS (6:19:05)** - Chairperson Drews introduced this item. With regard to the structural study of historic churches in Carson City, Ms. Pruitt advised that over 50 requests for proposals were sent out last month and that four responses had been received. She provided copies to Chairperson Drews and Commissioner Ossa and requested them to review the same. She provided an overview of the cost estimates provided for structural study of two churches. With regard to documentation study of 1950s architecture, Ms. Pruitt advised of having received a funding agreement from the SHPO for a grant of \$7,000. A consultant has been contacted with a request to complete the work by May 2007.

Ms. Eskew-Herrmann reviewed the historic property survey map which was displayed in the meeting room. She explained that the survey years included 1980, 1988, 1998, 2000, 2004, and 2006. She advised that many of the properties had been surveyed more than once, so the map reflects the most current survey year. Ms. Pruitt reviewed the number of structures surveyed in each survey year. She estimated 100 properties which have not yet been surveyed within the historic district, and speculated that a majority of them are 1950s and 1960s era as well as vacant land. Discussion followed, and Chairperson Drews suggested concentrating additional survey on the infill within the district and then updating the 1980 and 1988 surveys. Commissioner Ossa advised that updating the 1980s survey will keep the City in compliance with its certified local government status. She responded to questions regarding the purpose and benefit of re-surveying properties. Commissioner Speulda advised there are properties which were not included in the 1980s survey that are now eligible. Ms. Pruitt advised of approximately 70 parcels which were constructed in the 1950s and 1960s for which there is no survey information. In addition, there are properties, such as the Olcavich house, which have changed significantly since the 1980s survey. Chairperson Drews advised that the SHPO is in the process of updating its architectural database. Additional discussion followed.

In response to a question, Ms. Pruitt suggested directing staff to work with Chairperson Drews and Commissioner Ossa to develop an application and a long-term plan. She discussed the match requirement for the grant, and suggested developing a phased work plan rather than trying to determine costs at this point. In response to a further question, she advised of the intent to submit an application by the December 1<sup>st</sup> deadline. At Commissioner Smith’s request, Ms. Pruitt reviewed the cost estimates for the structural study of historic churches. She responded to questions regarding the proposals received in response to the request. In response to a question, Commissioner Ossa offered to look into the possibility of the churches

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contributing funding toward the structural study in conjunction with the grant program. Chairperson Drews suggested deferring the structural study of the churches to next year's grant cycle, and pursuing survey of the 1950s architecture. Consensus of the commission was to request staff to work with the commissioners to develop a process. Commissioner Ossa volunteered to participate. Commissioner Smith expressed an interest in reviewing the proposals. Commissioner Ossa requested copies of the request for proposal. Chairperson Drews called for public comment; however, none was provided.

**F-5. ACTION TO CONSIDER HISTORIC RESOURCES POLICY NO. 1 AND POLICY NO. 2 REGARDING CONFLICT OF INTEREST AND COMMISSIONERS REPRESENTING THEIR OWN PROJECTS (6:41:43)** - Chairperson Drews introduced this item. Mr. Suglia provided background information and an overview of the policies which were included in the agenda materials. Discussion took place and, in response to a question, Vice Chairperson Lopiccolo expressed support for the policies from a contractor's perspective. In response to a question, Commissioner Smith expressed support for the policies from the perspective of an historic district homeowner. Chairperson Drews called for public comment and, when none was forthcoming, entertained a motion. **Commissioner Smith moved to adopt the two policies. Commissioner Ossa seconded the motion. Motion carried 5-0.** Chairperson Drews thanked Mr. Suglia.

**F-6. DISCUSSION ONLY ON VINYL SIGNS IN THE HISTORIC DISTRICT (6:46:48)** - Chairperson Drews introduced this item, and Ms. Pruitt provided background information. In response to a question, she reviewed the provisions of the Carson City Municipal Code ("CCMC") with regard to signs. Chairperson Drews expressed concern over a sign in the historic district which was not submitted to the commission for review. Commissioner Smith discussed various methods by which vinyl could be used in signage design. He expressed the opinion that the size of signage allowed in the historic district is inappropriate, and suggested addressing this issue as well. Ms. Pruitt advised that Planning Division staff is in the process of reviewing the current sign ordinance. She expressed an interest in conducting research regarding signage in other historic districts. She responded to questions regarding the size of signage allowed by the CCMC. Consensus of the commission was to reagendaize this item for further discussion. Ms. Pruitt agreed to provide research information at a future meeting. She advised that the City's sign ordinance is fairly clear in that a building permit is required for installation of any sign. Temporary signage does not require approval. She invited the public to contact the Planning Division with any questions.

**G. FUTURE COMMISSION ITEMS (6:55:59)** - Chairperson Drews requested Ms. Pruitt to reagendaize items F-4 and F-6.

## **H. INTERNAL COMMUNICATION AND ADMINISTRATIVE MATTERS**

**H-1. COMMENTS AND STATUS REPORTS FROM STAFF (6:56:30)** - None.

**H-2. COMMENTS AND STATUS REPORTS FROM COMMISSIONERS (6:56:37)** - Vice Chairperson Lopiccolo requested staff to include the calculation of square footage whenever dimensions are stated as part of an agenda item. Chairperson Drews advised of having met, earlier in the day together with Commissioner Ossa, with a landscape designer and State Public Works representatives at the Stewart Facility. Chairperson Drews invited the landscape design team to provide a presentation at the February commission meeting. He discussed opportunities becoming available at the Stewart facility.

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**I. ACTION ON ADJOURNMENT** (6:58:37) - Commissioner Smith moved to adjourn the meeting at 6:58 p.m. Commissioner Ossa seconded the motion. Motion carried 5-0.

The Minutes of the November 9, 2006 Carson City Historic Resources Commission meeting are so approved this 14<sup>th</sup> day of December, 2006.

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MICHAEL DREWS, Chair