

CARSON CITY HISTORIC RESOURCES COMMISSION

Minutes of the March 10, 2005 Meeting

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A regular meeting of the Carson City Historic Resources Commission was scheduled for 5:30 p.m. on Thursday, March 10, 2005 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Michael Drews
Vice Chairperson Mark Lopiccolo
Richard Baker
Robert Darney
Rebecca Ossa
Peter Smith

STAFF: Walter Sullivan, Planning and Community Development Director
Jennifer Pruitt, Senior Planner
Heidi Eskew-Herrmann, Planning Technician
Kathleen King, Recording Secretary

NOTE: A tape recording of these proceedings is on file in the Clerk-Recorder's Office, and is available for review during regular business hours.

A. CALL TO ORDER AND DETERMINATION OF QUORUM (1-0007) - Chairperson Drews called the meeting to order at 5:30 p.m. Roll was called; a quorum was present. Commissioner Speulda was absent.

B. ACTION ON APPROVAL OF MINUTES - February 10, 2005 (1-0014) - Commissioner Darney moved to approve the minutes. Commissioner Baker seconded the motion. Motion carried 6-0.

C. MODIFICATION OF AGENDA (1-0020) - None.

D. PUBLIC COMMENTS (1-0024) - None.

E. DISCLOSURES (1-0029) - None.

F. PUBLIC HEARING ACTION ITEMS:

F-1. HRC-05-020 INTERVIEW APPLICANTS FOR THE POSITIONS OF ARCHITECT/ RESIDENTIAL DESIGNER AND BUILDING / DESIGN PROFESSIONAL AND ACTION TO RECOMMEND TO THE BOARD OF SUPERVISORS APPOINTMENT OF APPLICANTS (1-0034) - Ms. Pruitt acknowledged there were two applicants, Stephen R. Teed and Robert Darney. Commissioner Darney stepped from the room while the Commissioners interviewed Mr. Teed. A quorum was still present.

(1-0045) Mr. Teed provided background information on his experience, and discussed his interest in and qualifications for serving as a commissioner. In response to a question, he discussed his previous residence

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in Boise, Idaho and his involvement in a program called Scenic Trails. In response to a further question, he discussed his interest in railroads, particularly the V&T. He responded to additional questions regarding his previous work experience and present position at the Nevada Department of Transportation. He advised of no experience with the Secretary of the Interior Standards and Guidelines for the treatment of historic buildings.

Chairperson Drews and Ms. Pruitt responded to questions regarding the Commission's membership criteria. Chairperson Drews reviewed the Commission's meeting schedule. He thanked Mr. Teed for his application, and advised that he would be informed of the Commission's recommendation.

(1-0166) Commissioner Darney responded to questions regarding his experience, qualifications, and interest in continuing to serve as a commissioner. In response to a question regarding his experience with the Secretary of the Interior's Standards for the treatment of historic buildings, he advised of having participated in several rehabilitation projects in Carson City and Virginia City, and of using the standards as guidelines. In response to a further question, he advised of some experience in the area of construction and of having done minor studies in urban planning.

Discussion took place regarding the applicants' experience and qualifications. Ms. Pruitt acknowledged that Commissioner Darney just completed his first term. **Commissioner Smith moved to recommend Rob Darney for the position of architect on the Commission for the Board of Supervisors' consideration and appointment. Commissioner Baker seconded the motion. Motion carried 5-0-1.** Ms. Pruitt acknowledged she would contact Mr. Darney and forward the Commission's recommendation to the Board of Supervisors.

F-2. HRC-05-021 DISCUSSION REGARDING EXTENSION OF THE TIME PERIOD FOR APPLYING FOR THE POSITION OF BUILDING / CONSTRUCTION PROFESSIONAL (1-0280) - Ms. Pruitt advised of being informed by the City Manager's staff that, to date, no applications have been received. She agreed to research the requirement for a licensed contractor to serve on the Commission. Commissioner Darney suggested contacting the Builder's Association of Western Nevada. Following discussion, Vice Chairperson Lopiccolo agreed to consider reapplying. Commissioner Baker expressed support for Vice Chairperson Lopiccolo's reapplication, and Commissioner Ossa agreed. Ms. Pruitt advised that Vice Chairperson Lopiccolo would need to submit an application to the City Manager's Office, and that interviews could be scheduled for the next Commission meeting. Ms. Pruitt agreed to contact the BAWN.

F-3. DISCUSSION AND ACTION REGARDING SUPPORT OF AN INCREASE IN TRAVEL AND TRAINING FUNDING FOR THE HISTORIC RESOURCES COMMISSION (1-0349) - Mr. Sullivan advised of having submitted, to the Internal Finance Committee, \$5,000 for the Commission's FY 05/06 travel and training budget. He discussed the reason for the requested increase, and Chairperson Drews requested that a list of potential conferences and education materials be included as part of the budget request. **Commissioner Baker moved to request, from the Board of Supervisors, an increase in the Commission's travel and training budget to \$5,000. Commissioner Ossa seconded the motion.** Discussion took place with regard to the need for the budget increase. Ms. Pruitt discussed

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the need to cover registration fees as well as travel expenses in order to increase opportunities for training.

In response to a question, Mr. Sullivan advised that a separate budget line item covers staff travel and training. Commissioner Ossa listed training opportunities scheduled for 2005. Ms. Pruitt advised that staff would research training opportunities on behalf of the Commission. In response to a question, Mr. Sullivan reviewed the amount of funding available for purchase of training materials each year. He agreed that back up materials should be provided to the Board of Supervisors. Discussion took place with regard to developing a library of informational and training materials. Chairperson Drews called for a vote on the pending motion; **motion carried 6-0.**

F-4. DISCUSSION REGARDING A PRESENTATION / COMBINED MEETING OF THE HISTORIC RESOURCES COMMISSION AND THE PLANNING COMMISSION (1-0511) - Ms. Pruitt provided background information on this item, and inquired of the Commissioners as to any documentation or materials they would like to use as part of the presentation. In response to a question, she advised that the presentation / combined meeting would be agendized for the March 30th Planning Commission meeting. Chairperson Drews requested the Commissioners to provide Ms. Pruitt any information on topics they wished to have presented. In response to a comment, Chairperson Drews advised that the presentation would be agendized as a joint meeting. He requested a quorum of the Commissioners to plan to attend. Discussion took place with regard to the most appropriate time to agendize the presentation. Mr. Sullivan discussed the importance of this Commission's input to the master plan process with regard to mixed use zoning.

F-5. DISCUSSION REGARDING HISTORIC DISTRICT GUIDELINES, DIVISION 5, OF THE CARSON CITY DEVELOPMENT STANDARDS (1-0612) - Ms. Pruitt referred to the revised draft design guidelines included in the agenda materials, and advised that the comments provided by the Commissioners had been included. Commissioner Ossa submitted comments which had yet to be included. Ms. Pruitt commended Office Support Technician Juanita Smith on her efforts in revising the design guidelines. She referred to the Historic District brochure which was distributed to the Commissioners prior to the start of the meeting.

Ms. Pruitt reviewed the time table for additional revision and approval of the design guidelines and the brochure. Once the design guidelines and the brochure are approved, copies will be provided to every property owner in the historic district. Ms. Pruitt responded to questions, and discussion took place, regarding photographing and incorporating the craftsman / bungalow style and ranch style structures into the revised guidelines. Commissioner Ossa encouraged incorporation of the write ups on the craftsman/ bungalow and ranch styles provided by Commissioner Speulda. The Commissioners agreed, and additional discussion ensued. Ms. Pruitt advised she would request Ms. Smith to incorporate the write-ups and that a revised draft would be submitted to the Commission at the next meeting. Ms. Pruitt acknowledged that a draft could be provided to the Planning Commission for the March 30th joint meeting. In response to a question, Ms. Pruitt advised that the design guidelines would be presented in ordinance format at the April Commission meeting.

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F-6. DISCUSSION REGARDING CLG GRANTS (1-0863) - Ms. Pruitt advised that the Commission was awarded the grant for additional survey work. Staff hopes to retain Diana Painter, who created the last survey, and will begin working on the necessary paperwork for the State Historic Preservation Office (“SHPO”). Ms. Pruitt acknowledged that Ms. Painter is interested in continuing the survey project.

F-7. DISCUSSION REGARDING 2005 HISTORIC PRESERVATION AWARDS (1-0885) - Chairperson Drews expressed a preference to have nominated award recipients by the May Commission meeting. He inquired as to Commission nominations and, when none were forthcoming, nominated the infill structures done by Art Hannafin on Robinson Street. Commissioner Ossa nominated Stew’s Sportatorium for restoration of the former Lucky Spur sign. Chairperson Drews welcomed additional nominations from the Commissioners and from the public.

G. FUTURE COMMISSION ITEMS (1-0950) - Commissioner Ossa requested staff to re-agendize items F-5, F-6, and F-7.

H. INTERNAL COMMUNICATION AND ADMINISTRATIVE MATTERS

H-1. COMMENTS AND STATUS REPORTS FROM STAFF (1-0967) - None.

H-2. COMMENTS AND STATUS REPORTS FROM COMMISSIONERS (1-0969) - Commissioner Ossa advised that SHPO staff had developed a project for Barry Greenslate to conduct a survey, using a modified historic resources inventory form, for the area of Fifth Street, Curry Street, Minnesota Street, and Eighth / Ninth Streets. Mr. Greenslate is interested in talking with property owners to develop a small historic context, and doing archival research. Ms. Pruitt acknowledged that the annual election of chair and vice chair would be deferred until the Commission has a full complement of members.

I. ACTION ON ADJOURNMENT (1-0997) - Commissioner Baker moved to adjourn the meeting at 6:33 p.m. Commissioner Ossa seconded the motion. Motion carried 5-0.

The Minutes of the March 10, 2005 meeting of the Carson City Historic Resources Commission are so approved this 14th day of April, 2005.

MICHAEL DREWS, Chair