CARSON CITY HISTORIC RESOURCES COMMISSION

Minutes of the August 11, 2005 Meeting Page 1

A regular meeting of the Carson City Historic Resources Commission was scheduled for 5:30 p.m. on Thursday, August 11, 2005 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Michael Drews

Robert Darney Peter Smith Louann Speulda

STAFF: Walter Sullivan, Planning and Community Development Department Director

Jennifer Pruitt, Senior Planner

Heidi Eskew-Hermann, Assistant Planner 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. Vice Chairperson Lopiccolo and Commissioners Baker and Ossa were absent.
- **B. ACTION ON APPROVAL OF MINUTES July 14, 2005** (1-0012) Commissioner Speulda moved to approve the minutes. Commissioner Darney seconded the motion. Motion carried 4-0.
- **C. MODIFICATION OF AGENDA** (1-0018) At Ms. Pruitt's request, Chairperson Drews deferred item F-2 to the September meeting.
- **D. PUBLIC COMMENTS** (1-0032) None.
- **E. DISCLOSURES** (1-0037) None.
- F. PUBLIC HEARING ACTION ITEMS:
- F-1. HRC-05-152 ACTION REGARDING AN APPLICATION FROM JOHN C. COWEE, FOR HISTORIC TAX DEFERMENT STATUS ON PROPERTY LOCATED AT 302 NORTH MINNESOTA STREET, APN 003-192-22 (1-0041) Ms. Eskew-Hermann reviewed the staff report, and advised of staff's recommended approval. Commissioner Smith moved to approve HRC-05-152 for historic tax deferment using the language provided by staff with the four conditions of approval. Commissioner Speulda seconded the motion. Motion carried 3-0-1, Commissioner Darney abstaining.
- F-2. HRC-05-020 DISCUSSION AND POSSIBLE ACTION REGARDING APPLICANT(S) FOR THE POSITIONS OF BUILDING / DESIGN PROFESSIONAL AND ACTION TO RECOMMEND TO THE BOARD OF SUPERVISORS APPOINTMENT OF APPLICANTS Deferred.

CARSON CITY HISTORIC RESOURCES COMMISSION

Minutes of the August 11, 2005 Meeting Page 2

- F-3. DISCUSSION REGARDING MASTER PLAN GOALS AND IMPLEMENTATION STRATEGIES (1-0080) Ms. Pruitt referred to implementation strategies provided to the Commissioners over the past couple months. She advised that Principal Planner Lee Plemel will provide a presentation to the Commission in the next couple months. She requested the Commissioners to review the implementation strategies and be prepared to provide comments at that time. In response to a question, Ms. Pruitt advised that the parks, recreation, and trails master plan is pertinent to the Commission in that input has been requested.
- **F-4. DISCUSSION REGARDING HISTORIC DISTRICT GUIDELINES, DIVISION 5, OF THE CARSON CITY DEVELOPMENT STANDARDS** (1-0097) Ms. Pruitt reported that the Guidelines were approved by the Planning Commission at their July 27th meeting. She advised that the Guidelines would be presented to the Board of Supervisors, for second reading, at their August 18th meeting. The Guidelines will then be incorporated into the Carson City Municipal Code and sent to the printer. Ms. Pruitt acknowledged that the project is on schedule for the grant, and reviewed the pertinent time lines.
- **F-5. DISCUSSION REGARDING REVIEW OF HISTORIC RESOURCES COMMISSION APPLICATION AND SUBMITTAL DATA** (1-0119) Ms. Pruitt provided background information on this item. Rick DeMar, of the Builders Association of Western Nevada, has offered to review the application and provide input as well. Chairperson Drews suggested the possibility of applying for a CLG grant to develop a sample application packet. Ms. Pruitt offered to check with Commissioner Ossa. Commissioner Smith suggested reviewing old files and selecting exemplar application packets.
- **G. FUTURE COMMISSION ITEMS** (1-0174) Chairperson Drews noted that item F-2 would be re-agendized for the September meeting. He suggested agendizing discussion regarding historic landscapes as a possible CLG grant project.

H. INTERNAL COMMUNICATION AND ADMINISTRATIVE MATTERS

H-1. COMMENTS AND STATUS REPORTS FROM STAFF (1-0189) - Ms. Pruitt distributed the updated Historic District brochures to the Commissioners. She advised that the brochures are available to the public in the Planning and Community Development Department. She reported that information was provided to Katy Vasquez, as requested by the Commission. In response to a question, she advised that Ms. Vasquez had not yet contacted her regarding the variance.

Mr. Sullivan reported that a presentation on the Nevada Open Meeting Law would be provided by Deputy Attorney General Neil Rombardo on September 26th at 5:30 p.m. in the Sierra Room. He invited the commissioners to attend and advised that materials would be provided to them.

H-2. COMMENTS AND STATUS REPORTS FROM COMMISSIONERS (1-0226) - None.

CARSON CITY HISTORIC RESOURCES COMMISSION Minutes of the August 11, 2005 Meeting Page 3

I. ACTION ON ADJOURNMENT (1-0229) - Commissioner Smith moved to adjourn the meeting at 5:45 p.m. Commissioner Darney seconded the motion. Motion carried 4-0.

The Minutes of the August 11, 2005 meeting of the Carson City Historic Resources Commission are so approved this 8th day of September, 2005.

MICHAEL DREWS, Chair