A regular meeting of the Carson City Redevelopment Authority Citizens Committee was scheduled for 5:30 p.m. on Wednesday, December 10, 2003 in the Brewery Arts Center Grand Ballroom, 449 West King Street, Carson City, Nevada.

**PRESENT:** Chairperson Robin Williamson

Art Hannafin Joe Lushina Fred Nietz Morey Tresnit

**STAFF:** Joe McCarthy, Economic Development/Redevelopment Manager

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, DETERMINATION OF QUORUM** (1-0007) Chairperson Williamson called the meeting to order at 5:32 p.m. Roll was called; a quorum was present. Vice Chairperson Johnson and Member Zola were absent.
- **B.** APPROVAL OF MINUTES November 12, 2003 (1-0054) Member Hannafin moved to approve the minutes, as presented. Member Nietz seconded the motion. Motion carried 5-0.
- C. PUBLIC COMMENTS ON NON-AGENDIZED ITEMS (1-0024) Chairperson Williamson displayed the Christmas ornaments developed through the Committee, and advised that they could be purchased in various retail shops in the downtown area. She also displayed the winning poster design which was part of the Christmas in the Capital series, and advised that prints were available for sale.
- (1-0074) Maxine Nietz, of the Arlington Group, reported on the Silver & Snowflakes Christmas Tree Lighting event which took place on December 4<sup>th</sup>. She circulated programs and displayed newspaper articles from the event. She reported that expenses for the event came in under budget. The budget for the event was \$2,250; actual expenses were \$2,005.30. She read a note from City Manager Linda Ritter into the record. Chairperson Williamson commended Ms. Nietz on the event, and discussed its continued success. Ms. Nietz advised that she has been involved with the event for approximately twelve years, and agreed that it continues to get better and better.
- (1-0164) Jed Block, of the Downtown Carson City Business Association, advised that a new brochure is being developed and will be presented, together with a funding request, to the Committee at a future meeting. He described the layout of the new brochure.
- (1-0204) David Ruf, of Greenhouse Garden Center, advised of having loaned trees for the Christmas tree lighting ceremony and discussed the possibility of having year-round planters on the City sidewalks. He requested information regarding whether the City will allow the planters and, if so, what the associated requirements will be. He responded to questions regarding the proposed locations for the planters.

#### D. REDEVELOPMENT AUTHORITY CITIZENS COMMITTEE:

**D-1. DISCUSSION AND ACTION ON REDEVELOPMENT INCENTIVE FUNDING REQUEST BY JENNIFER VERIVE AND GARY CAIN FOR IMPROVEMENTS TO THE HISTORIC HYMAN OLCOVICH HOUSE AT 412 NORTH CURRY STREET** (1-0274) - Mr. McCarthy referred to the newspaper article regarding mixed use development which appeared in the December 9<sup>th</sup> edition of the *Nevada Appeal*. He provided background information on this item. Jennifer Verive Cain reviewed the goals of the proposed improvements and the phases of the project as outlined in the application materials. She distributed brochures for Mr. Cain's militaria shop and her web-based consulting business. Chairperson Williamson commended Mr. and Mrs. Cain on their application packet.

At Member Tresnit's request, Mr. Cain described the merchandise to be sold in his militaria shop. He noted that the inventory will exclude firearms. Mrs. Cain listed various inventory items. In response to a question, Mr. Cain advised that a certain portion of the inventory will be part of a reference museum and not available for sale. He responded to additional questions regarding the inventory.

Chairperson Williamson discussed issues associated with the mixed use nature of the project which have arisen as it has moved forward through the various City processes. She committed to resolving the issues with the assistance of Mr. McCarthy and other City staff. Mrs. Cain expressed appreciation for the assistance and support provided by City staff. Mr. McCarthy noted that some of the improvements listed in the application are dependent upon the redevelopment incentive funding. Chairperson Williamson discussed the tour of the property provided by the Cains earlier in the day, and expressed appreciation for the attention to historic detail which has been included in the project design.

In response to a question, Mrs. Cain advised that the \$205,391.00 grand total estimate is for phase 1 development. Both she and Mr. Cain acknowledged the understanding that a lien will be placed on the property for a period of seven years after the incentive funding is granted. Mark Lopiccolo, of Lopiccolo Construction, advised that the Historic Resources Commission tentatively approved the garage design. The project will be reagendized for the Historic Resources Commission to take official action at a future meeting. Mr. Lopiccolo advised that he and the Cains have been working with Engineering Department staff regarding the mixed use and garage designs. Mrs. Cain advised of a meeting yesterday with Engineering and Planning Department staff in which a design modification to the garage, with access from the side, was discussed. She advised that the revised design will be submitted to the Historic Resources Commission. In response to a question, Mrs. Cain advised that plans for phase 2 include landscaping, fencing, and possible pedestrian improvements. Mr. McCarthy discussed revisions to the sidewalk, driveway, fencing, and a lighting fixture which will be required for the side-loading garage. Discussion took place regarding the language of the motion. Mr. Cain responded to questions regarding parking requirements and anticipated customer traffic for the militaria shop. Mrs. Cain advised that Cactus Jack's parking lot is generally more available during the shop's hours of operation. She advised that a portion of the Cains' property line extends into the Cactus Jack's parking lot, and discussed the possibility of a shared parking arrangement. Member Tresnit advised of the possibility of additional parking just south of the front portion of the Cains' property.

(1-0970) Ken Scarbrough referred to the article which appeared in the *Nevada Appeal* and, with regard to the Cains' project being the first mixed use development in the area, inquired as to whether they will be required to keep the shop open to the public for the period of time the lien is attached to the property.

Chairperson Williamson advised that there is no such requirement. Mr. Scarbrough suggested that the garage structure could be considered a personal benefit to the Cains rather than a City redevelopment benefit.

Member Lushina referred to the lien which will be attached to the property requiring a percentage of reimbursement if the property is sold within seven years. He advised that redevelopment incentive funding is generated by property owners within the redevelopment district, not by property owners throughout the City. He expressed support for the project. Chairperson Williamson explained that property taxes generated from the redevelopment plan area were frozen at the time the redevelopment district was created in 1986. Any increase from 1986 to the present has been allocated to the Redevelopment Authority and is used to fund incentive projects and events which generate funding for the redevelopment district. Mr. Scarbrough expressed the opinion that redevelopment funding should still be considered "taxpayers' money." Chairperson Williamson suggested that a condition could be included in the motion that the property should remain as a commercial use. She explained that incentive funding is used to encourage property owners to improve their properties so that neighboring properties and the district flourish. She advised that the Committee has never designated portions of projects as benefitting the property owner or the district. Member Lushina expressed the opinion that whether or not a property becomes accessible to the public is irrelevant. The incentive is to draw property owners back to the redevelopment district to improve it. In response to a question, Mr. McCarthy provided historic information on improvements to the redevelopment district since 1992, when the incentive program was established. He advised that one of the principal goals of the redevelopment incentive program was to encourage residential construction in the downtown area. The subject project, as a mixture of residential and commercial uses, fits with the original resolution passed by the Redevelopment Authority and the Board of Supervisors.

(1-1247) Paula Cannon, of the Carson City Historical Society, inquired as to the disposition of the tree at the back of the house. Mr. McCarthy advised that Mr. and Mrs. Cain are adamantly opposed to losing the tree. Mrs. Cain advised that neither of the original or revised designs contemplate cutting down the tree.

(1-1319) In response to a question, Mrs. Cain advised that the woodshed will remain and be used for Mr. Cain's workshop.

Mrs. Cain acknowledged that there are certain improvements which will personally benefit the owners. She noted that the garage plans are being developed in such a way as to be consistent with the historic design of the structure. She expressed the opinion that the garage addition will significantly improve the property's aesthetics. She offered to make the plans available for review. Member Hannafin suggested that a site plan, showing the house and the property, would have been helpful in diverting some of the questions. Mrs. Cain acknowledged that a site plan could be made available.

Member Hannafin moved that the Redevelopment Authority Citizens Committee approve the request by the applicants, Jennifer Verive and Gary Cain, for redevelopment incentive funding in an amount not to exceed \$41,000 or not to exceed 20% of the project cost for phase 1 of improvements to the Hyman Olcovich house at 412 North Curry Street, APN 003-225-08; further, the Redevelopment Authority Citizens Committee finds that the project meets the goals and objectives of the Redevelopment Incentives Program and the requirements as stated in NRS 279.486, that the project is of benefit to the current redevelopment plan area and the immediate neighborhood, and that the incentive funding enhances the aesthetics of the project consistent with

the Downtown Design Guidelines; the approved incentive amount is on a reimbursement basis only after work is completed and as tax dollars or other financing is available to the Redevelopment Authority; further, this incentive funding is approved subject to final approval by the Carson City Redevelopment Authority and the applicants fulfilling other City requirements. Member Lushina seconded the motion. Motion carried 5-0.

D-2. DISCUSSION AND ACTION ON REDEVELOPMENT INCENTIVE FUNDING REQUEST BY BOB LAMKIN FOR IMPROVEMENTS TO BOB'S TEXACO SERVICE AT 705 **NORTH CARSON STREET** (1-1490) - Mr. Lamkin introduced himself for the record. Mr. McCarthy provided background information on Mr. Lamkin's business history in Carson City, and provided an overview of the application included in the agenda materials. Mr. Lamkin reviewed improvements to the property which were made at the time it was purchased. He advised of funding arrangements through Shell Oil for the conversion, but indicated that the repaying expense is not included. He advised that Masonic Lodge representatives have expressed an interest in repaying their property at the same time. Mr. Lamkin acknowledged that the repaying is not part of the structure, but explained that Shell Oil and other suppliers are funding the structural improvements. He pointed out that repaying is part of the overall project. In response to a question, he advised that the property was landscaped approximately eight years ago. He discussed concerns associated with planting trees near underground gas lines, and advised that the landscaping was designed appropriate to these concerns. Discussion took place regarding the asphalt, paving, and reseal cost estimate, and Mr. Lamkin responded to questions regarding the project time frame. Mr. Lamkin acknowledged that the cost estimate includes complete removal and replacement of the asphalt. Chairperson Williamson called for additional comments or questions from the Committee and from the public. When none were forthcoming, she entertained a motion.

Member Lushina moved to approve the request for the applicant, Bob Lamkin of Bob's Texaco Service, for redevelopment incentive funding in an amount not to exceed \$14,645.00 and not to exceed twenty percent of the project costs for the site improvements at 705 North Carson Street; further, the Redevelopment Authority Citizens Committee finds that the project meets the goals and objectives of the redevelopment incentives program and the requirements as stated in NRS 279.486, that the project is of benefit to the current Redevelopment Plan Area and the immediate neighborhood, and that the incentive funding enhances the aesthetics of the project consistent with Downtown Design Guidelines; the approved incentive amount is on a reimbursement basis only after work is completed and as tax dollars or other financing is available to the Redevelopment Authority; further, this incentive funding is approved subject to final approval by the Carson City Redevelopment Authority and the applicant fulfilling other City requirements. Member Tresnit seconded the motion. Motion carried 5-0.

**D-3. DISCUSSION AND ACTION ON AN ON-SITE PARKING WAIVER REQUEST FOR 204 WEST SPEAR STREET, APN 003-222-04** (1-2011) - Carlita Ray introduced herself for the record and advised that she owns the property which is the subject of this agenda item. She discussed her desire to use the building for commercial purposes and the need for parking spaces. She responded to questions regarding possible tenants. Chairperson Williamson commended Ms. Ray on the improvements. Ms. Ray invited the Committee and all those present to visit the house as part of the Carson City Historical Society's Victorian Christmas Tour scheduled for Sunday, December 14<sup>th</sup>. At Chairperson Williamson's request, Ms. Ray described the pictorial postmark created to commemorate the 100<sup>th</sup> anniversary of the Brougher-Bath House. She acknowledged that the parking waiver request was for nine on-street spaces.

In response to a question, Mr. McCarthy referred to the November 21, 2003 memo from Principal Planner Lee Plemel of the Planning and Community Development Department and provided an overview of the same. Member Hannafin provided information on historic use of the property, and noted that Ms. Ray's intention to house a day spa at the site has been well known since she began the improvement project. He commented that there was no mention of parking until the point in time that Ms. Ray began considering the possibility of leasing office space. Mr. McCarthy advised that this situation represents another example to support revising the zoning codes in the downtown area. Member Hannafin acknowledged the willingness on the part of City staff to be cooperative, but noted that the current codes and past practices are hamstringing the process. The Committee members and Mr. McCarthy acknowledged that there is no desire to "consume the site with parking." Ms. Ray expressed appreciation that the garden can be retained if no additional parking spaces are required on the property. She discussed her experiences with the City throughout the improvement process. She acknowledged that the electrical system was upgraded and that the final inspection had been conducted.

Member Nietz moved that the Redevelopment Authority Citizens Committee grant the parking waiver for nine parking spaces for the proposed office use at 204 West Spear, APN 003-222-04 to meet the parking requirements as listed in the Carson City Development Standards. Member Hannafin seconded the motion. Member Nietz read a portion of the November 21, 2003 memo from Principal Planner Lee Plemel into the record, and commented on the amount of available parking in the vicinity of the subject property. Ms. Ray inquired as to the possibility of sharing the Nugget parking lot on the corner of Spear and Curry Streets. She suggested that a \$2/day fee could be charged, and commented that the parking lot is sometimes nearly empty. Chairperson Williamson agreed that Ms. Ray's suggestion could be discussed with Nugget representatives. She called for a vote on the pending motion; motion carried 5-0.

D-4. ACTION ON APPROVAL OF AMENDED BY-LAWS (1-2550) - Mr. McCarthy and Chairperson Williamson provided background information on this item. Chairperson Williamson provided a brief overview of the Committee membership requirements, and advised that a notice will be published in the local newspapers advertising vacant positions. At Chairperson Williamson's request, Mr. McCarthy reviewed the language specifying professional membership criteria. In response to a question, Mr. McCarthy advised that the Board of Supervisors approved the resolution allowing an increase in Committee membership of up to nine members. The Bylaws were subsequently amended to reflect the provisions of the new resolution. In response to a further question, Mr. McCarthy advised that 6-7 applications had been received. Chairperson Williamson advised that the application deadline was December 18<sup>th</sup>. In response to a comment, Mr. McCarthy discussed the work done by the subcommittee to ensure the Bylaws were amended according to the provisions of the resolution. Member Hannafin moved to approve the Redevelopment Authority Citizens Committee Bylaws, as presented at this meeting. Member Tresnit seconded the motion. Motion carried 5-0.

**D-5. DISCUSSION REGARDING OTHER PROJECTS AND ACTIVITIES** (1-3034) - Chairperson Williamson and Mr. McCarthy reviewed upcoming events, as follows: Various Christmas activities scheduled for Telegraph Square; the Carson City Historical Society Victorian Christmas Tour scheduled for Sunday, December 14<sup>th</sup>; the Christmas in the Capital activities which were listed in a flyer included in the agenda materials; the Sierra Nevada Ballet's Peanutcracker; the Carson City Symphony's Christmas Concert; the Carson High School Drama Department Christmas presentation; and the Bella Voce Christmas Concert.

**D-6. DISCUSSION REGARDING MIXED USE ZONING IN THE REDEVELOPMENT DISTRICT** (1-3360) - Mr. McCarthy distributed a December 10, 2003 memo, the subject of which was "Promoting Mixed Uses as the New, Preferred Pattern of Development in the Redevelopment District." [Chairperson Williamson recessed the meeting at 6:54 p.m. and reconvened at 7:05 p.m.] Mr. McCarthy reviewed the December 10<sup>th</sup> memo which included comments received during the last two public meetings. Chairperson Williamson advised that discussions have taken place with School District representatives regarding opportunities in the area of Gleason School.

(2-0257) Thomas Gibbons, a business resident of the historic district, inquired as to the reason that Gleason School is not being used for educational purposes. Chairperson Williamson advised that the school is partially utilized for special education programs. Dr. Gibbons expressed concern regarding the School District not continuing to use or upgrade its existing facilities. Discussion took place regarding the Cave Real Estate building.

Mr. McCarthy reviewed proposed redevelopment district zoning principles based on the feedback received from the public process.

(2-0580) In response to a question, Dr. Gibbons discussed development of a fish pond on his residential property. He offered to answer questions for anyone interested.

Mr. McCarthy and Member Hannafin responded to questions regarding prohibitive costs associated with underground parking due to the high water table.

(2-0781) Jane Chesney discussed the importance of preserving the park scapes throughout the historic district as variances are granted and parking needs are considered.

Mr. McCarthy advised that Parks Planner Vern Krahn has been requested to serve as an advisor on landscape issues associated with the new zoning district. Senior Engineer Robb Fellows is in the process of developing a pedestrian plan for the entire community which considers the downtown area in light of existing and future development.

Chairperson Williamson commended Mr. McCarthy on development of the proposed principles. Mr. McCarthy advised that he would begin drafting, over the next few months, language for the mixed use zoning district which can be used to engage the public. Chairperson Williamson called for comment on the proposed principles. Member Hannafin commented that the proposed principles represent a "good start."

(2-0984) Ms. Chesney commented that the proposed principles are very promising and reflect a lot of care and thought.

(2-0992) Jed Block suggested considering the motels which are used as housing. He discussed the importance of promoting a safe environment in the downtown redevelopment district.

(2-1017) Ms. Ray discussed vandalism which occurred during improvements to her property. She agreed that safety and security are issues to be considered.

Chairperson Williamson agreed that lighting and safety are as important as diversity and a 24-hour presence in the area. Mr. McCarthy discussed the importance of utilizing hotels and motels for tourism rather than long-term housing. He commented that affordable housing is a separate, political initiative requiring political will. He advised of his intention to continue to champion the use of hotels and motels for tourism only. Member Lushina expressed agreement with Ms. Chesney's earlier comments regarding parking and the importance of maintaining the park scapes in the historic and redevelopment districts. Chairperson Williamson commended Mr. McCarthy, and requested the Committee members and the citizens to review the memo in preparation for continued discussion at the January Committee meeting. She agreed with Mr. McCarthy's suggestion to develop a draft document. Mr. McCarthy agreed that a draft document could be ready for presentation in March or April 2004. In response to a question, Mr. McCarthy reviewed the public review process by which the zoning district will be presented up to and including the presentation to the Board of Supervisors. He advised that every affected property owner will be noticed and will have the opportunity to review the document and provide comment.

(2-1231) In response to a question, Mr. McCarthy advised that Nevada and Ninth Streets are within the redevelopment district. Chairperson Williamson advised that the City is also in the process of revising its nuisance reporting process to address abandoned vehicles, derelict buildings, etc. Discussion took place regarding the possibility of expanding the boundaries of the historic district and the issue of demolition by neglect.

Chairperson Williamson discussed the research being conducted into similar zoning ordinances in other cities. Mrs. Gibbons discussed methods by which to publicize the meetings to increase public participation. Chairperson Williamson thanked the citizens for their attendance and participation.

**E. ADJOURNMENT** (2-1655) - Member Nietz moved to adjourn the meeting at 7:57 p.m. Member Tresnit seconded the motion. Motion carried 5-0.

The Minutes of the December 10, 2003 meeting of the Carson City Redevelopment Authority Citizens Committee are so approved this 14<sup>th</sup> day of January, 2004.

ROBIN L. WILLIAMSON, Chair