

CARSON CITY HISTORIC RESOURCES COMMISSION

Minutes of the April 12, 2007 Meeting

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A regular meeting of the Carson City Historic Resources Commission was scheduled for 5:30 p.m. on Thursday, April 12, 2007 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
Gregory Hayes
Rebecca Ossa
Lou Ann Speulda

STAFF: Jennifer Pruitt, Senior Planner
Sean Foley, Associate Planner
Edward Oueilhe, 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 (5:31:35) - Chairperson Drews called the meeting to order at 5:31 p.m. Roll was called; a quorum was present.

B. ACTION ON APPROVAL OF MINUTES - March 8, 2007 (5:32:05) - Commissioner Baker moved to approve the minutes. Commissioner Speulda seconded the motion. Motion carried 5-0.

C. MODIFICATION OF AGENDA (5:32:30) - None.

D. DISCLOSURES (5:32:51) - None.

E. PUBLIC COMMENT (5:33:04) - None.

F. STAFF PUBLIC SERVICE ANNOUNCEMENTS (5:33:26) - Ms. Pruitt advised of having included in the agenda materials information on the proposed downtown mixed-use code. She further advised of Principal Planner Lee Plemel's offer to appear before the commission to answer questions and provide additional information. She advised that the draft code is linked to the Planning Division website.

G. PUBLIC HEARING ACTION ITEMS:

G-1. HRC-07-048 DISCUSSION AND POSSIBLE ACTION TO CONSIDER AN APPLICATION FROM MIKE WALTER (PROPERTY OWNER: VAUGHN VEIT) TO ALLOW A 3-FOOT BY 4-FOOT (12 SQUARE FEET) ADDITION TO AN EXISTING BATHROOM, ON PROPERTY ZONED SINGLE FAMILY 6,000 (SF6), LOCATED AT 412 NORTH MINNESOTA STREET, APN 003-231-03 (5:34:49) - Chairperson Drews introduced this item. Ms. Pruitt reviewed the staff report in conjunction with pertinent slides. She noted the applicant's presence in the meeting room, and that he had brought samples of proposed materials. Chairperson Drews invited Mr. Walter to the meeting table, and he introduced himself for the record. Mr. Walter responded to questions regarding the

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proposed siding material. He discussed the option to reuse existing siding, if necessary. [Due to technical difficulties with the sound system, Chairperson Drews recessed the meeting at 5:39 p.m. and reconvened at 5:44 p.m.]

Mr. Walter acknowledged that real wood siding will be used, and the intent to distinguish between the oldest part of the structure and newer additions. In response to a question, he advised that the same siding will be used on the addition as is on the garage. He reiterated the option to reuse existing siding, if necessary. In conjunction with displayed slides, he responded to questions regarding the roof line of the proposed addition, and the location of the mud room. In response to a further question, he expressed the opinion that everything on the house "is an addition." He expressed the belief that "only the kitchen area is the true original building." Chairperson Drews suggested matching the trim "that demarks any new additions." He called for additional questions or comments of the commissioners and, when none were forthcoming, entertained a motion. **Commissioner Darney moved to approve HRC-07-048, an application from Mike Walter to add a 3 x 4 foot bathroom addition, on the property located at 412 North Minnesota Street. Commissioner Hayes seconded the motion. Motion carried 7-0.** Chairperson Drews called for public comment; however, none was forthcoming.

G-2. DISCUSSION AND POSSIBLE ACTION TO CONSIDER FUTURE CERTIFIED LOCAL GOVERNMENT (CLG) GRANTS (5:49:07) - Chairperson Drews introduced this item. Ms. Pruitt reviewed the April 12, 2007 memo included in the agenda materials which listed proposed grant projects. She advised that the City has submitted a grant application for structural study of historic churches. She advised of a suggestion by staff to add continued survey of the 1950s+ architecture in the historic district. She anticipates that Consultant Diana Painter's current survey will be complete within the next two months. There are fifty additional properties which need to be surveyed.

Commissioner Ossa suggested the possibility of adding another historic district walking tour, with a mid-century or World War II theme. Chairperson Drews suggested starting a series of public hearings regarding National Register nominations in the historic district. He advised this would mildly affect historic district property owners and noted the importance of public buy-in before beginning a nomination process. No formal action was taken.

G-3. DISCUSSION ONLY REGARDING THE DRAFT CARSON CITY HISTORIC RESOURCES COMMISSION POLICY AND PROCEDURE MANUAL 2007 (5:52:03) - Chairperson Drews introduced this item. Ms. Pruitt referred to the draft included in the agenda materials, and noted highlighted areas for which staff is seeking commission input. She discussed the need to start dialogue between the commission and the public regarding appropriate language for the demolition policy. She advised that Planning Division staff had researched and updated all other documents referenced in the Policy and Procedures Manual. She expressed the hope that the Policy and Procedures Manual could be agendaized for the May 2007 commission meeting as an action item. In response to a question, she requested the commissioners to provide their comments and input in writing. She acknowledged that an electronic version of the manual could be forwarded to the commissioners. Chairperson Drews requested the commissioners to review the draft manual and provide their comments. In response to a question, Ms. Pruitt advised that submitting the comments within the next two weeks would provide staff sufficient time to make revisions and provide revised drafts to the commissioners. In response to a comment, Ms. Pruitt advised that former Commissioner Peter Smith had reviewed the draft manual and provided "pages of changes" which had already been incorporated. Chairperson Drews called for public comment and, when none was forthcoming, closed this item.

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G-4. DISCUSSION AND POSSIBLE ACTION TO CONSIDER SELECTION OF THE 2007 HISTORIC PRESERVATION AWARDS IN RECOGNITION OF SIGNIFICANT PRESERVATION ACCOMPLISHMENTS AND IN CELEBRATION OF NATIONAL HISTORIC PRESERVATION MONTH, MAY 2007 (5:55:17) - Chairperson Drews introduced this item. Ms. Pruitt referred to the pertinent agenda materials. She advised that staff had conducted site visits of all the nominated properties, and narrated pertinent slides. She distributed recommended motions and a sample nomination form to the commissioners. In response to a question, she advised of sufficient funding to confer six awards.

Chairperson Drews solicited input of the commissioners. In response to a comment, Commissioner Ossa advised that the V&T Railroad McKeen Motor Car No. 22 is listed on the National Register. Restoration of the motor car is nearly complete. Commissioner Ossa offered to provide National Register information on the McKeen Motor Car to any interested commissioner. Commissioner Hayes commended preservation of the Fellows House, but advised that the fencing around the yard is entirely plastic and totally inappropriate in the historic district. He expressed disagreement with conferring an award until the fencing is changed to real wood. Discussion indicated the commissioners concurrence with Commissioner Hayes' comments. Commissioner Baker questioned inclusion of the Cactus Jack's Senator Sign and the Carson Nugget sign, and expressed the opinion they are not historic. In response to a question, Commissioner Ossa confirmed the signs are not yet fifty years old.

Chairperson Drews called for public comment. (6:04:23) Jed Block suggested adding the 312 West Musser Street residence. Chairperson Drews advised that the project is ongoing, and expressed a preference to wait until next year. He advised of an intent to thank the applicant, Dennis Doyle, and the property owners for their efforts in working with the commission. Mr. Block further suggested nominating the rental units at the corner of Telegraph and Division Streets. Chairperson Drews suggested considering the draft nomination form provided by Ms. Pruitt, and discussed the importance of taking action on the listed nominations at this meeting in order to be able to confer the awards during National Preservation Month. He reminded the citizens that the photographs displayed as part of this agenda item are available on line.

Ms. Pruitt discussed the purpose of the draft nomination form, and noted that it designates a nomination deadline. She noted, for the record, that the nominees selected for award will be showcased at City Hall and included as part of a feature article in the *Carson City Focus* publication. She acknowledged that the awards will be presented at the May 3rd Board of Supervisors meeting. In response to a question, consensus of the commission was to remove the DeArrieta building, and the Cactus Jack's and Carson Nugget signs from the list of nominations. In response to a further question, consensus of the commission was to nominate the Northern Nevada Title building, Peter and Patty Smith's house, and the V&T Railroad McKeen Motor Car. Chairperson Drews entertained a motion. **Commissioner Baker moved approval of Peter and Patty Smith's house, the V&T Railroad McKeen Motor Car, and the Northern Nevada Title building. Commissioner Ossa seconded the motion. Motion carried 7-0.**

G-5. DISCUSSION ONLY REGARDING MODIFICATION OF SIGNAGE STANDARDS WITHIN THE CARSON CITY HISTORIC DISTRICT (6:10:05) - Chairperson Drews introduced this item. Ms. Pruitt provided an overview of the agenda materials and advised of having researched dozens of codes from other communities. She advised of having noticed consistencies with regard to height, and that some of the codes both specified and prohibited materials. She further advised there was no code which allowed in excess of Carson City's size requirement. She noted that the Carson City Municipal Code ("CCMC") provides for signage by use, not by zoning district. With regard to office use, the limitation is six feet in height and 32 square feet for a free-standing sign.

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In response to a question, Ms. Pruitt advised that the majority of the historic district is within the residential office zoning district, with a sign height limitation of six feet. She narrated photographs which she advised were randomly taken by staff. She advised that one exception to the rule is there are some properties within the historic district which are zoned public. Pursuant to the CCMC, signage in many categories is subject to a special use permit. Commissioner Hayes suggested providing photographic examples to applicants of what may be considered as far as design. He discussed an additional issue that no consideration is given to letter size. He suggested the letter size in the photographs displayed was appropriate. He referred to a recently-installed sign which was transferred from the business owner's previous general commercial location. He expressed the opinion that business and property owners should be encouraged "to think small" with regard to signage in the historic district. He suggested that residential office signage is supposed to be discreet. "That's already hinted at by the fact that they're lower to the ground than general zoning, ... the size of the sign's a little smaller." Commissioner Hayes noted that most of the signage depicted in the displayed photographs is "way smaller than 8 by 4." He suggested there should be "some distinction within that 32 square feet" with regard to single and multiple tenants. He further suggested limiting letter sizes. He reiterated the suggestion to provide historic photographs to encourage certain signage design. Commissioner Ossa advised that the Comstock Historic District Commission regulates fonts to some degree in their design guidelines. She offered to obtain copies of the guidelines. Commissioner Darney expressed agreement with designating a maximum letter size which he suggested would also address the issue of the overall sign size. He expressed a preference to also regulate signage fonts and styles. Chairperson Drews suggested requesting sign company representatives to provide input to the commission.

Ms. Pruitt requested additional input from the commissioners with regard to height, size, font, style, materials, etc. She noted that digital photographs allow the opportunity to provide lots of examples to applicants. She advised that additional input would assist staff with including as much detail as possible in order to provide it to applicants considering signage within the district. She will request a sign industry professional to attend the next commission meeting to address the commissioners' concerns. Commissioner Hayes expressed an interest in hearing from a sign professional with regard to materials. In response to a question, Ms. Pruitt advised that other communities have strict standards regarding materials allowed for signage within the historic district. She encouraged consideration of materials in reviewing the existing ordinance. Commissioner Darney noted the importance of consistency.

In response to a question, Mr. Foley explained that banners are an exempt category in the sign code. Banners are allowed to be affixed for a period of thirty days on a building or a permitted sign. A brand new business is allowed to display a banner for a period of ninety days. Ms. Pruitt responded to questions regarding signage for commercial establishments. She acknowledged that signs painted on buildings are addressed in the code. Chairperson Drews called for public comment and, when none was forthcoming, closed this item.

H. FUTURE COMMISSION ITEMS (6:28:26) - Ms. Pruitt and Chairperson Drews reviewed the tentative agenda for the May commission meeting. Commissioner Hayes requested to agendaize discussion regarding fencing in the historic district.

I. INTERNAL COMMUNICATION AND ADMINISTRATIVE MATTERS

I-1. COMMENTS AND STATUS REPORTS FROM STAFF (6:32:16) - None.

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I-2. COMMENTS AND STATUS REPORTS FROM COMMISSIONERS (6:32:26) - Commissioner Ossa advised that State Historic Preservation Office staff have started review of the historic preservation fund grant applications. She anticipates the process will take approximately a month.

J. ACTION ON ADJOURNMENT (6:32:52) - Commissioner Baker moved to adjourn the meeting at 6:32 p.m. Commissioner Ossa seconded the motion. Motion carried 7-0.

The Minutes of the April 12, 2007 Carson City Historic Resources Commission meeting are so approved this 10th day of May, 2007.

MICHAEL DREWS, Chair