

**DRAFT MINUTES**  
**Regular Meeting**  
**Historic Resources Commission**  
**Thursday, July 14, 2016 ● 5:30 PM**  
**Community Center Sierra Room**  
**851 East William Street, Carson City, Nevada**

**Commission Members**

<b>Chair – Mike Drews</b>	<b>Vice Chair – Robert Darney</b>
<b>Commissioner – Jed Block</b>	<b>Commissioner – Karyn de Dufour</b>
<b>Commissioner – Gregory Hayes</b>	<b>Commissioner – Donald Smit</b>
<b>Commissioner – Lou Ann Speulda</b>	

**Staff**

Hope Sullivan, Planning manager  
Susan Dorr Pansky, Special Projects Planner  
Daniel Yu, Deputy District Attorney  
Tamar Warren, Deputy Clerk

**NOTE:** A recording of these proceedings, the board’s agenda materials, and any written comments or documentation provided to the recording secretary during the meeting are public record. These materials are on file in the Clerk-Recorder’s Office, and available for review during regular business hours.

An audio recording of this meeting is available on [www.Carson.org/minutes](http://www.Carson.org/minutes).

**A. CALL TO ORDER AND DETERMINATION OF QUORUM**

(5:32:55) – Chairperson Drews called the meeting to order at 5:32 p.m. Roll was called and a quorum was present.

<b>Attendee Name</b>	<b>Status</b>	<b>Left</b>
Mike Drews	Present	
Robert Darney	Present	
Jed Block	Present	
Karyn de Dufour	Present	
Gregory Hayes	Present	
Donald Smit	Absent	
Lou Ann Speulda	Present	

**B. PUBLIC COMMENTS**

(5:33:47) – Darren Berger introduced himself as an Architect in Carson City and briefed the Commission on a sidewalk project at the First Presbyterian Church to correct a few liability issues. Chairperson Drews suggested Mr. Berger coordinate with Ms. Sullivan and agendize the item.

**C. ACTION ON APPROVAL OF MINUTES FROM THE MAY 12, 2016 MEETING.**

**(5:36:58) – MOTION: I move to approve the minutes of the May 12, 2016 meeting as presented.**

<b>RESULT:</b>	<b>APPROVED (6-0-0)</b>
<b>MOVER:</b>	Darney
<b>SECONDER:</b>	Speulda
<b>AYES:</b>	Drews, Darney, de Dufour, Block, Hayes, Speulda
<b>NAYS:</b>	None
<b>ABSTENTIONS</b>	None
<b>ABSENT:</b>	Smit

#### **D. MODIFICATION OF AGENDA**

(5:37:16) – Chairperson Drews announced that item F-5 will be addressed immediately after item F-1.

#### **E. DISCLOSURES**

(5:38:17) – Chairperson Drews introduced the item and disclosed that he had been working closely with Staff on the Historic Preservation Fund (HPF) grant.

#### **F. PUBLIC HEARING MATTERS**

**F-1 FOR POSSIBLE ACTION: HRC-16-057 - TO CONSIDER A REQUEST FROM PROPERTY OWNER ROBYN LAGUZZA TO REPLACE ALL OF THE WINDOWS WITH NEW WINDOWS ON PROPERTY ZONED RESIDENTIAL OFFICE (RO), LOCATED AT 314 WEST ROBINSON STREET, APN 003-286-06.**

(5:38:33) – Chairperson Drews introduced the item. Ms. Sullivan presented the Staff Report which is incorporated into the record and noted that the applicant was present. Commissioner Hayes cited scenarios he had encountered with his own windows, suggesting the reuse of what was salvageable. He also called for more specific guidelines and suggested “we need to push harder as a Commission to get folks to consider that [reuse of existing windows] as a viable option”.

(5:44:28) – Applicant Robin Laguzza introduced herself and noted that she had the same window issues in another home, and that “the way they are right now is not okay”. Commissioner Block noted that he also had encountered similar issues and had been able to “fix all the windows”; however, he reminded the Commission that a precedent had already been set when they had given their approval for new windows in Ms. Laguzza’s other house. Ms. Laguzza clarified for Commissioner Speulda that the home was “four houses put together so they were built at different times”. Discussion ensued regarding retaining the historic value of the homes in the District. Commissioner Speulda noted that wood windows would last longer and are easily repaired versus fiberglass ones that will require replacement in 10 or 15 years. Commissioner de Dufour suggested considering hosting a “windows workshop” and retaining a list of experts who can repair historic windows. Discussion ensued regarding “guidelines” versus mandates.

There were no public comments.

**(6:05:44) – MOTION: “I move to approve HRC-16-057, a request from property owner Robyn Laguzza to replace all of the windows with new windows on property zoned Residential Office (RO), located at 314 West Robinson Street, APN 003-286-06 based on the Standards and guidelines for rehabilitation, Carson**

**City Historic District Guidelines and with Historic Resources Commission policies, and the 12 recommended conditions of approval from Staff.**

(6:06:02) – Ms. Laguzza was informed that if she chooses to use wooden windows, the decision could be approved administratively.

<b>RESULT:</b>	<b>APPROVED (6-0-0)</b>
<b>MOVER:</b>	Speulda
<b>SECONDER:</b>	Block
<b>AYES:</b>	Drews, Darney, Block, de Dufour, Hayes, Speulda
<b>NAYS:</b>	None
<b>ABSTENTIONS</b>	None
<b>ABSENT:</b>	Smit

**F-2 FOR POSSIBLE ACTION: HRC-16-063 - TO CONSIDER A REQUEST FROM PROPERTY OWNER CHRISTOPHER WHITE FOR HISTORICAL TAX DEFERMENT STATUS ON PROPERTY ZONED SINGLE FAMILY 6,000 (SF6), LOCATED AT 506 WEST SPEAR STREET, APN 003-232-01.**

(6:33:35) – Chairperson Drews introduced the item. Ms. Sullivan presented the agenda materials, incorporated into the record, and noted that the applicant could not be present. She recommended approval, stating that the item was before the Commission due to a change in ownership. In response to a question by Commissioner de Dufour Chairperson Drews noted that the requests are occasional, noting that a public outreach would be beneficial to inform other residents of the deferments.

There were no public comments.

**(5:36:50) – MOTION: I move to approve HRC-16-063, a request from Christopher White for Historical Tax Deferment status on property zoned Single Family 6,000 (SF6), located at 506 West Spear Street, APN 003-232-01. The subject approval is based on the finding that the property is in general conformance with the Secretary of the Interior’s Standards and Guidelines for Rehabilitation, Carson City Historic District Guidelines, and with Historic Resources Commission policies.**

<b>RESULT:</b>	<b>APPROVED (6-0-0)</b>
<b>MOVER:</b>	Darney
<b>SECONDER:</b>	Hayes
<b>AYES:</b>	Drews, Darney, de Dufour, Block, Hayes, Speulda
<b>NAYS:</b>	None
<b>ABSTENTIONS</b>	None
<b>ABSENT:</b>	Smit

**F-3 FOR POSSIBLE ACTION: HRC-16-066 - TO CONSIDER A REQUEST FROM JOHN E BLOCK (PROPERTY OWNER: SPEAR AND PHILLIPS, LLC) TO INSTALL A THREE-FOOT HIGH BRICK WALL ON THE WEST SIDE OF THE PARCEL ON PROPERTY ZONED SINGLE FAMILY 6,000 (SF6), LOCATED AT 602 WEST SPEAR STREET, APN 003-243-04.**

(6:37:50) – Chairperson Drews introduced the item. Commissioner Block recused himself and stepped down from the dais as he was the applicant.

(6:38:25) – Ms. Sullivan presented the agenda materials which are incorporated into the record. Mr. Block introduced himself as the applicant and answered clarifying questions. He also confirmed for Commissioner de Dufour that the brick used is recycled and discussion ensued regarding the brick wall. Vice Chairperson Darney suggested providing a comprehensive fence plan, including the possibility of using wood instead of wrought iron. Mr. Block offered to return with a “fence plan and a side plan” and agreed to have the item continued to a later date.

There were no public comments.

**F-4 DISCUSSION ONLY: HRC-16-068 – DISCUSSION REGARDING CLARIFYING THE 2005 DESIGN GUIDELINES TO IDENTIFY DISCOURAGED MATERIALS.**

(6:58:57) – Chairperson Drews introduced the item. Ms. Sullivan presented the agenda materials and noted that the request had come from the Board of Supervisors. Discussion ensued regarding the Carson City Historic District Design Guidelines, incorporated into the record, and specifically about discouraged materials for fences and windows. Ms. Sullivan suggested having a list of the Commission’s expectations and the public’s understanding, for starters. Chairperson Drews suggested starting with the Secretary of the Interior’s Guidelines. It was agreed to have each commissioner review the attached document and bring suggested revisions to an upcoming special meeting. Mr. Yu cautioned the Commission not to engage in serial communication or discussions outside the meetings. Commissioner de Dufour believed that the next meeting should focus on brainstorming on where the guidelines are unclear and have the discussions during the next CAMP training. Additionally, she suggested reviewing other districts’ guidelines as well, and clearly summarizing them for the public.

There were no public comments.

**F-5 DISCUSSION ONLY: HRC-15-070 - DISCUSSION REGARDING THE 2016 HISTORIC PRESERVATION FUND (HPF) GRANT PROJECT RELATED TO FUNDING RECEIVED FOR A COMMISSION ASSISTANCE MENTORING PROGRAM (CAMP) THROUGH THE NATIONAL ALLIANCE OF PRESERVATION COMMISSIONS (NAPC).**

(6:06:55) – Chairperson Drews introduced the item. Ms. Pansky invited Commissioner de Dufour to step down from the dais since she would not be able to vote on the item, as she oversees the staff providing the grant opportunity. She also invited Commissioner de Dufour to guide her in selecting topics. Ms. Pansky presented the agenda materials which are incorporated into the record.

(5:10:43) – Deputy State Historic Preservation Officer Karyn de Dufour introduced herself and described her experience attending a CAMP event in Las Vegas. She also suggested incorporating design guidelines and ordinance reviews into the custom sessions. Vice Chairperson Darney suggested hiring trainers who understand the issues on the west coast. Ms. de Dufour emphasized the flexibility of the training curriculum. Discussion ensued regarding format, audience, and session durations. Ms. Pansky thanked the Commissioners for their input and noted that the training will take place in Spring 2017.

(6:33:25) – There were no public Comments. Commissioner de Dufour returned to the dais.

**G. STAFF REPORTS**

**G-1 DISCUSSION ONLY**

**PLANNING DIVISION STAFF REPORT TO THE HISTORIC RESOURCES COMMISSION.**

(7:23:42) – Ms. Sullivan noted that she had facilitated many administrative permits which were approved by Chairperson Drews. She also reported that the Board of Supervisors had upheld the Commission’s past decision regarding a vinyl fence and had notified the owner that it should be removed. Ms. Sullivan noted that a wrought iron fence request will be reintroduced in a future meeting based on input the applicants had received from the Commission. Commissioner Hayes suggested having a running checklist of decisions that need follow up.

**COMMISSIONER REPORTS/COMMENTS**

(7:29:07) – Commissioner Block noted that his North Curry Street re-roofing project was partially approved and he would present an application for the rest of the project. Chairperson Drews noted that a draft of the 2015 Historic Preservation Fund Nevada State Prison Historic Structures Report had been submitted to the State Historic Preservation Office.

**FUTURE AGENDA ITEMS**

(7:30:44) – Chairperson Drews stated that a special meeting will be agendized to discuss guidelines and the future CAMP training.

**H. PUBLIC COMMENTS**

(7:31:02) – None.

**I. ACTION ON ADJOURNMENT**

(7:31:32) – **Commissioner Hayes moved to adjourn. The motion was seconded by Commissioner Speulda. The meeting was adjourned at 7:32 p.m.**

The Minutes of the July 14, 2016 Carson City Historic Resources Commission meeting are so approved this 8<sup>th</sup> day of September, 2016.

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MIKE DREWS, Chair