

DRAFT MINUTES
Regular Meeting
Historic Resources Commission
Monday September 25, 2017 ● 5:30 PM
Community Center Sierra Room
851 East William Street, Carson City, Nevada

Commission Members

Chair – Mike Drews	Vice Chair – Robert Darney
Commissioner – Jed Block	Commissioner – Gregory Hayes
Commissioner – Michelle Schmitter	Commissioner – Donald Smit
Commissioner – Lou Ann Speulda	

Staff

Hope Sullivan, Planning Manager
Daniel Yu, Deputy District Attorney
Tamar Warren, Deputy Clerk

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. 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.

A. CALL TO ORDER AND DETERMINATION OF QUORUM

(5:34:58) – Chairperson Drews called the meeting to order at 5:34 p.m. Roll was called; a quorum was present.

Attendee Name	Status	Arrived
Chairperson Mike Drews	Present	
Vice Chairperson Robert Darney	Absent	
Commissioner Jed Block	Present	
Commissioner Gregory Hayes	Present	
Commissioner Michelle Schmitter	Present	
Commissioner Donald Smit	Absent	
Commissioner Lou Ann Speulda	Present	

B. PUBLIC COMMENTS

(5:35:29) – Chairperson Drews entertained public comment. Hallie Murphy, representing St. Peter’s Episcopal Church, invited the Commissioners to tour the church and the surrounding property to advise and guide them of the historic relevance of items on the property. Ms. Sullivan offered to coordinate with Ms. Murphy to ensure non-quorum attendance in order not to violate the Open Meeting Law.

C. ACTION ON APPROVAL OF MINUTES FROM THE JUNE 8, 2017 MEETING.

(5:39:16) – Chairperson Drews introduced this item and entertained a motion. **Commissioner Hayes moved to approve the June 8, 2017 meeting minutes as presented. Commissioner Speulda seconded the motion. Motion carried 5-0-0.**

D. MODIFICATION OF AGENDA

(5:39:37) – There were no modifications to the agenda.

E. DISCLOSURES

(5:40:02) – There were no disclosures by Commission members

F. PUBLIC HEARING MATTERS:

F-1 PRESENTATION: A PRESENTATION ON THE HISTORIC DISTRICT’S BLUE LINE BY JOEL DUNN, EXECUTIVE DIRECTOR OF THE CARSON CITY CULTURAL & TOURISM AUTHORITY, WITH HIS ASSOCIATE KYLE HORVATH, MARKETING MANAGER.

(5:40:20) – Chairperson Drews introduced the item. Carson City Cultural and Tourism Authority Executive Director Joel Dunn introduced himself, gave background, and presented the Kit Carson Blue Line Trail enhancements and a brochure, incorporated into the record, and responded to clarifying questions by the Commissioners. The contents of the brochure are also available on <http://visitcarsoncity.com>, and by downloading the mobile application. Mr. Dunn highlighted the grants that had contributed to the painting of the Blue Line, and the coordinated efforts with the State Historic Preservation Office, including adding “beacon technology” that will assist smartphone users. Chairperson Drews noted that additional properties will be added on both the East and the West sides of Carson Street. There were no public comments.

F-2 FOR POSSIBLE ACTION: HRC-17-120 - TO CONSIDER A REQUEST FROM THE ALLISON MACKENZIE, LTD (OWNER: TELEGRAPH ASSOCIATES, LLC) FOR THE INSTALLATION OF REPLACEMENT WINDOWS AND THE INSTALLATION OF AN EXTERIOR DOOR AND PATIO AREA ON PROPERTY ZONED RESIDENTIAL OFFICE (RO), LOCATED AT 402 N. DIVISION STREET, APN 003-238-05.

(5:50:49) – Chairperson Drews introduced this item. Commissioner Hayes recused himself due to a relationship by marriage to the ownership of the property.

(5:51:39) – Mr. Plemel presented the Staff Report, incorporated into the record, with accompanying slides, and recommended approval with the outlined conditions.

(5:56:10) – Applicant Mike Pavlakis noted that replacing the single-pane windows would improve energy consumption, and exhibited photographs of the interior windows which were done as a test. He also discussed several ideas for a patio area and noted his willingness to work with the Chair to meet the conditions of approval. Commissioner Schmitter was informed that every window “in the old part of the building” would be replaced, and that the original windows were metal. Commissioner Block was informed that the patio wall would be four feet tall; however, he suggested using stucco and brick in order to blend in better, and preferred metal-clad windows. Mr. Pavlakis noted that he was not “particularly picky”. Discussion ensued regarding the materials to be used for the windows and Chairperson Drews offered to work with the applicant. There were no public comments.

(6:19:30) – MOTION: I move to approve HRC-17-120, a request from the Allison MacKenzie, Ltd (owner: Telegraph Associates, LLC) to replace existing windows with bronze vinyl windows, to convert windows on the west elevation into a door, and to install a patio on the southwest corner of the building with fencing (as discussed by Staff) along the border, on property zoned Residential Office, located at 402 N. Division Street, APN 003-238-05, based on the findings and conditions of approval outlined in the Staff Report, the Standards and Guidelines for Rehabilitation, the Carson City Historic District Guidelines, and consistent with Historic Resources Commission Guidelines.

RESULT:	APPROVED (4-0-1)
MOVER:	Speulda
SECONDER:	Schmitter
AYES:	Drews, Block, Schmitter, Speulda
NAYS:	None
ABSTENTIONS	Hayes
ABSENT:	Darney, Smit

(6:21:20) – Commissioner Hayes returned to the dais.

F-3 PRESENTATION: A PRESENTATION BY JIM BERTOLINI OF THE STATE HISTORIC PRESERVATION OFFICE (SHPO) REGARDING THE ROLE OF SHPO, AND ANY CHANGES TO THE SECRETARY OF THE INTERIOR STANDARDS, AND GUIDELINES FOR THE TREATMENT OF HISTORIC PROPERTIES.

(6:21:29) – Chairperson Drews introduced the item. Jim Bertolini, Historian, National Register, State Register and Certified Local Government of the State Historic Preservation Office (SHPO), presented an update to the Certified Local Government (CLG) Program, incorporated into the record, and responded to clarifying questions by the Commissioners. In response to a question by Commissioner Speulda, Mr. Bertolini informed the Commission that multiple property forms and additional information may be found on <http://shpo.nv.gov/services/contexts>. Discussion ensued regarding non-contributing buildings and Ms. Sullivan suggested a work program to include properly addressing demolitions of and modifications to these buildings. There were no public comments.

G. STAFF REPORTS

G1 DISCUSSION ONLY

PLANNING DIVISION STAFF REPORT TO THE HISTORIC RESOURCES COMMISSION

(6:46:18) – There were no additional reports from Staff.

COMMISSIONER REPORTS/COMMENTS

(6:46:30) – There were no Commissioner reports or comments.

FUTURE AGENDA ITEMS

(6:46:41) – Chairperson Drews suggested an update during the November meeting. He also requested a summary of administrative approvals at each meeting and a sign on the property to indicate that HRC approval has been granted.

H. PUBLIC COMMENTS

(6:51:26) – Chairperson Drews entertained public comments; however, none were forthcoming.

I. ACTION ON ADJOURNMENT

(6:51:52) – **Commissioner Block moved to adjourn and Commissioner Speulda seconded the motion. The meeting was adjourned at 5:52 p.m.**

The Minutes of the September 25, 2017 Carson City Historic Resources Commission meeting are so approved this 9th day of November, 2017.

MIKE DREWS, Chair