

**STAFF REPORT FOR THE HISTORIC RESOURCES COMMISSION MEETING OF
JANUARY 14, 2010**

AGENDA ITEM: F-2

FILE NO: HRC-09-104

STAFF AUTHOR: Jennifer Pruitt, Principal Planner

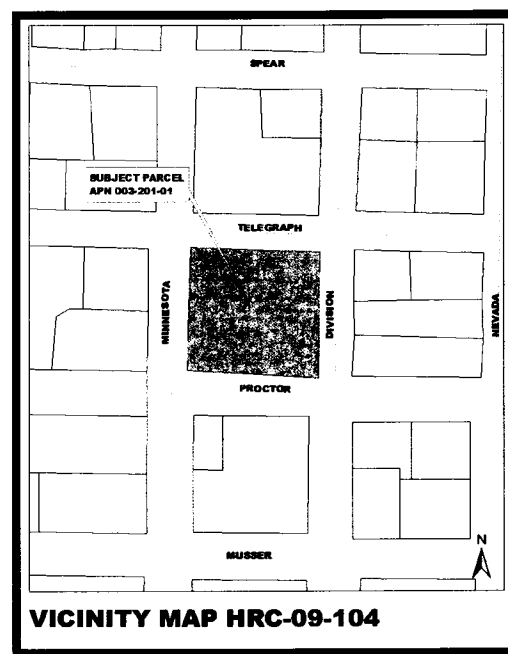
REQUEST: To allow a non-internally illuminated double-faced sign, on property zoned Residential Office (RO), located at 300 North Division Street.

APPLICANT: St. Peter's Episcopal Church

OWNER: Episcopal Dioceses of Nevada

LOCATION/APN: 300 North Division Street/003-201-01

RECOMMENDED MOTION: It is recommended that the Historic Resources Commission "Move to approve HRC-09-104, a request from St. Peter's Episcopal Church (property owner: Episcopal Dioceses of Nevada) to allow a non-internally illuminated double-faced sign, 24 square feet, on property zoned Residential Office (RO), located at 300 North Division Street, APN 003-201-01, subject to the conditions of approval contained in the staff report. This approval is based on the understanding that any stipulations to the commission by the applicant may be considered as conditions to the approval".



RECOMMENDED CONDITIONS OF APPROVAL:

1. All development shall be substantially in accordance with the attached site development plan.
2. All on and off-site improvements shall conform to City standards and requirements.
3. The use for which this permit is approved shall commence within 12 months of the date of final approval. An extension of time must be requested in writing to the Planning Division 30 days prior to the one year expiration date. Should this request not be initiated within one year and no extension granted, the request shall become null and void.
4. The applicant must sign and return the Notice of Decision within 10 days of receipt of notification. If the Notice of Decision is not signed and returned within 10 days, then the item will be rescheduled for the next Historic Resources Commission meeting for further considerations.
5. The applicant shall submit a copy of the signed Notice of Decision and conditions of approval with the building permit application.
6. Approval is based on upon the project complying with the Secretary of the Interior's Standards and Guidelines for Rehabilitation, Carson City Historic District Guidelines, the Historic Resources Commission Policies, and that the plans as submitted are in general conformance.
7. The applicant shall use the materials on the proposed sign approved by the HRC.
8. The maximum signage shall not exceed 24 square feet.
9. This sign shall **not** be internally illuminated.
10. An approved sign permit is required for the proposed sign installation. A permit can be applied for at the Permit Center at Suite 62, 2621 Northgate Lane, Carson City. The applicant should go to <http://www.carson-city.nv.us/Index.aspx?page=1024> or visit the Permit Center for a current copy of the Plan Submittal Requirements handout.
11. Exterior illumination measures shall be included with the building permit required for this sign. The Planning Division will review and approve all exterior lighting measures prior to installation.
12. The existing freestanding sign must be removed prior to installation of the new sign.

DISCUSSION:

The existing site is zoned Residential Office (RO). Staff conducted a site visit on January 04, 2010. The subject parcel is 28,900 square feet in size. There are currently three structures located on site totaling 6,311 square feet which include a church structure built in 1868, a detached garage and rectory structure built in 1862.

This request includes a (48 inches x 58 inches) 24 square feet, non-internally illuminated sign to be located on the Division Street frontage of the property using new steel posts. The posts are four inches by four inches by six feet tall with an ornamental spire feature at the top. The proposed sign will be manufactured from a wood material and the colors will be as shown on the rendering provided by the applicant. The proposed signage will replace the existing freestanding signage on the corner of Thompson Street and Division Street, which is approximately 12 square feet and six feet six inches in overall height.

The St. Peter's Episcopal Church is a one and a half story, T shaped wood framed church structure of the Gothic Revival style. The exterior building material is clapboard and the foundation is stone.

St. Peter's Episcopal Church is a Gothic Revival frame building erected in 1867-68 for St. Peter's Parish. The parish, organized in 1863, acquired the church site in 1865, began construction in the summer of 1867, and held its first service in the building on August 9, 1868. Influential early church member Henry Marvin Yerington may have played a role in the design of the church, which was built by the Corbett Brothers contractors for \$5,500. St. Peter's was extended to the rear in 1873-74 by "master mechanic" John Parker and a team of subcontractors. Numerous smaller alterations and renovations were made to the building during the late nineteenth and twentieth centuries, including an organ alcove added in 1890-91 and rear additions made in 1911. A tall slender steeple rises from the front of the church, clearly noting the entrance of the impressive structure, which was replaced with a replica in 1977 after a fire. St. Peter's Episcopal Church was listed in the National Register of Historic Places in 1978.

Signage in Carson City is regulated by the Carson City Municipal Code Division Four (Signs). This request meets the standards documented in Division Four below.

4.4.7 (f)

Any sign denoting the name of any political campaign, charitable organization or religious institution, provided that:

- (1) The area of such sign shall not exceed 32 square feet;
- (2) The height of a freestanding sign shall not exceed eight feet.

In the Carson City Historic District Design Guidelines the following guidelines are applicable with the proposed project:

5.23 Guidelines for Signs

Signs in the Historic District are governed by both this Division and Division 4 of the Development Standards. Signage in the Historic District is generally concerned with the conversion of original residential buildings to light office use or with new buildings which have been constructed as commercial buildings in a style compatible with the basic residential nature of the district.

All signs must have an appearance, color, size, texture and design which conform to the sign codes and to the historic character of the district. Signs should also closely match stylistically with the architectural style of the building. Additionally, the location and/or method of attachment of the sign will be considered. The HRC will review all sign applications within the context of the building and the location in the district.

PUBLIC COMMENTS: Public notices were mailed to nine adjacent property owners to the subject parcel in accordance with the provisions of NRS and CCMC 18.02.045. As of January 07, 2010, no comments have been received in favor or opposed to the proposed project. Any comments that are received after this report is completed will be submitted prior to or at the Historic Resources Commission meeting, depending on their submittal date to the Planning Division.

Engineering Division comments:

- Development Engineering has no preference or objection to the request, other than the entire sign must be behind the Division St. right of way line.

Building Division comments:

NOTE: These comments do not constitute a complete plan review, but are merely observations based on the information provided.

Scope of Application: Installation of a free standing sign, to replace an existing sign on site.

General

- Project requires application for a Building Permit and Engineering calculations for wind loading, issued through the Carson City Building Division. This will necessitate a complete review of the project to verify compliance with all adopted construction codes and municipal ordinances applicable to the scope of the project.

With the recommended conditions of approval and based on upon the project complying with the Secretary of the Interior's Standards and Guidelines for Rehabilitation, Carson City Historic District Guidelines, the Historic Resources Commission Policies, and that the plans as submitted are in general conformance, it is recommended that the Historic Resources Commission approve HRC-09-104 subject to the recommended conditions of approval within this staff report.

Respectfully Submitted,

PUBLIC WORKS DEPARTMENT, PLANNING DIVISION

Jennifer Pruitt

Jennifer Pruitt, AICP, LEEP AP
Principal Planner

Attachments:
Application (HRC-09-104)
Carson City Engineering Division comments
Carson City Building Division

RECEIVED

JAN 06 2010

CARSON CITY
PLANNING DIVISION

**Carson City Engineering Division
Historic Resources Commission Report
305 N. Minnesota Street
File Number HRC 09-104**

TO: Historic Resources Commission

FROM: Rory Hogen, Asst. Engineer

DATE: January 6, 2010

SUBJECT TITLE:

Review of Historic Resources Commission application for new sign at the east side of existing St. Peters Episcopal Church located at 305 N. Minnesota Street. APN # 003-201-01.

RECOMMENDATION:

Development Engineering has no preference or objection to the request, other than the entire sign must be behind the Division St. right of way line.

DISCUSSION:

The Engineering Division has reviewed the request within our areas of purview relative to adopted standards and practices.

From: Kevin Gattis
To: Green, Kathe
Date: 12/30/2009 9:30 am
Subject: HRC-09-104

RECEIVED

DEC 30 2009

CARSON CITY
PLANNING DIVISION

Kathe,

The proposed sign for HRC-09-104 will require a building permit and engineering calculations for wind loading on the proposed monument sign.

Thanks,

Kevin Gattis, C.B.O.
Building Official
Carson City Building & Safety
2621 Northgate Lane, Suite 6
Carson City, NV 89706
(775) 887-2310 Office
(775) 887-2202 Fax

RECEIVED

Carson City Planning Division
 2621 Northgate Lane, Suite 62 • Carson City NV 89706
 Phone: (775) 887-2180 • E-mail: plandep@ci.carson-city.nv.us

FOR OFFICE USE ONLY:

DEC 28 2009

CARSON CITY
 PLANNING DIVISION

FILE # HRC - 09 - 104

PROPERTY OWNER

Episcopal Diocese of Nevada

MAILING ADDRESS, CITY, STATE, ZIP

9480 Eastern Ave, Suite 236, Las Vegas, NV 89123-8037

PHONE #

702.737.9190

FAX #

702.737.6488

E-MAIL ADDRESS

b.lewis@nvdiocese.org

Name of Person to Whom All Correspondence Should Be Sent

APPLICANT/AGENT

PHONE #

St. Peter's Episcopal Church, Sr. Warden 775.882.1534

MAILING ADDRESS, CITY, STATE ZIP

305 N. Minnesota, Carson City, NV 89703

PHONE #

775.882.1534

FAX #

775.882.6459

E-MAIL ADDRESS hallie.murphy@sbcglobal.net

**HISTORIC RESOURCES
 COMMISSION**

FEE: None

SUBMITTAL PACKET

- ☒ Application Form with signatures
- ☒ 12 Completed Application Packets-Application form, maps, supporting documentation (1 Original + 11 Copies) *will email*
- ☐ CD containing application data (pdf format)
- ☒ Documentation of Taxes Paid-to-Date

Application Reviewed and Received By:

[Signature] 01.14.2010

Submittal Deadline: See attached HRC application submittal schedule.

Project's Assessor Parcel Number(s):

003.201.01

Street Address

300 N DIVISION ST.

ZIP Code

Project's Master Plan Designation

M4R

Project's Current Zoning

RD

Nearest Major Cross Street(s)

Briefly describe the work to be performed requiring HRC review and approval. In addition to the brief description of your project and proposed use, provide additional page(s) to show a more detailed summary of your project and proposal. NOTE: The Historic District Ordinance and Historic District Design Guidelines, as well as Policy Statements, are available in the Planning Division to aid applicants in preparing their plans. If necessary, attach additional sheets.

SEE ATTACHED

Does the project require action by the Planning Commission or the Board of Supervisors? ☐ Yes ☐ No If Yes, please explain:

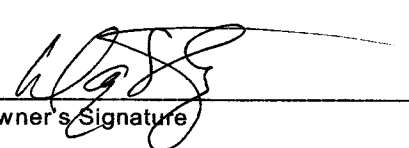
Will the project involve demolition or relocation of any structure within or into the Historic District? ☐ Yes ☐ No If Yes, please describe:

Reason for project: Replace existing sign.

SUPPORTING DOCUMENTATION

Each application requires 12 copies, folded to 8 ½ x 11 inches, of quality site plan and drawings showing work to be performed on the subject project which requires HRC approval. Basically, this is any work which will affect the exterior of any structure and any modifications to the site, i.e., fences, walls, or major landscaping. The name of the person responsible for preparation of the plans and drawings shall appear on each sheet.

Attached is a Plan Checklist to aid preparation of plans and architectural drawings. It is understood that all checklist items will not be included in all projects. The list is intended to give the applicant an idea of the breadth of review by the Commission on those items which are included in the subject project. Photographs can be used for illustration and discussion, but are not acceptable as substitutes.

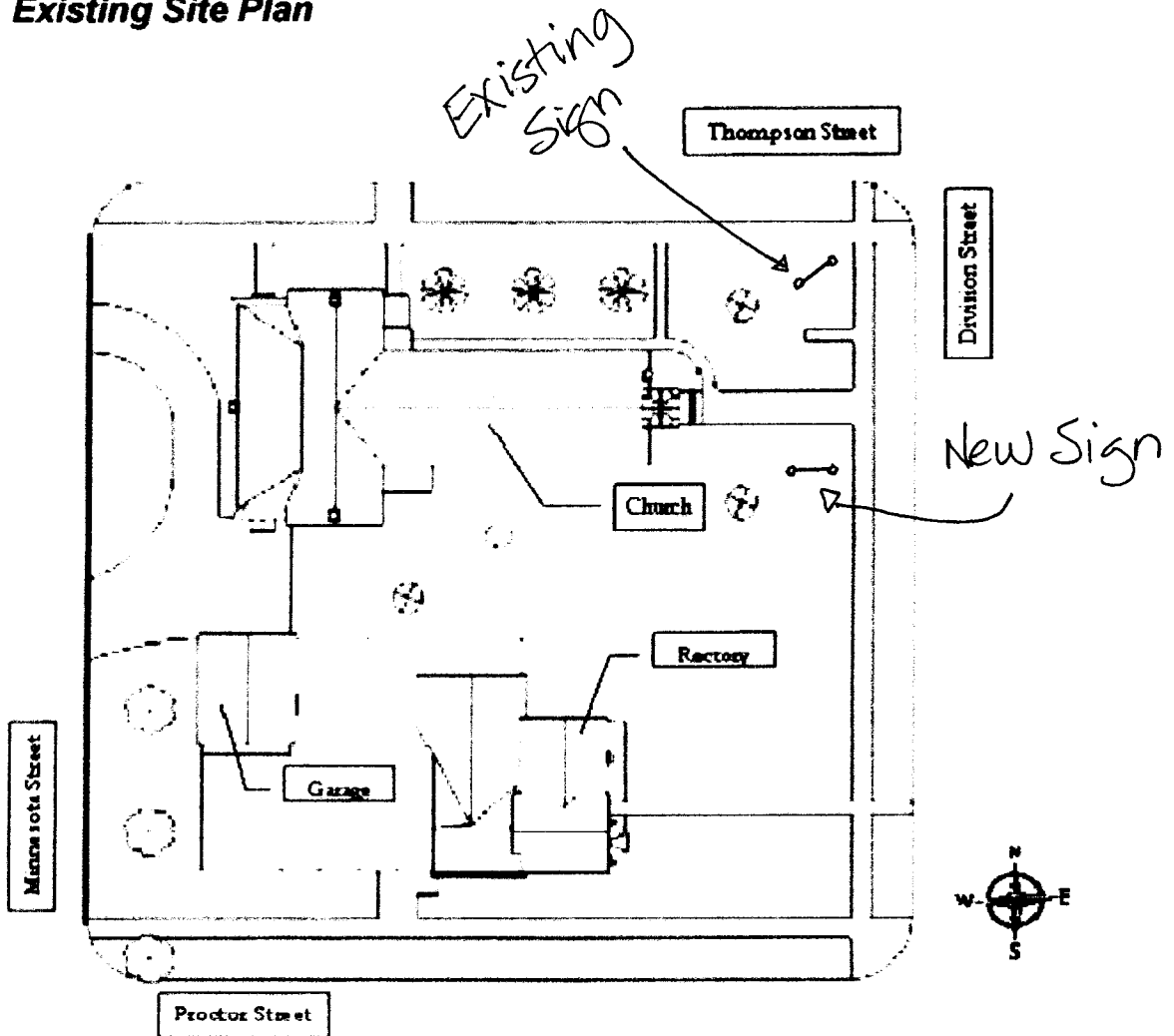

Owner's Signature

Dane Doyle, Sr. Warden
Owner's Printed Name


Applicant's/Agent's Signature

Hallie Murphy, landminds
Applicant's/Agent's Printed Name

Existing Site Plan





SAINT PETER'S
Est. 1867

The Episcopal Church in Carson City

Our Mission
To love God and love our neighbors as ourselves.
775-882-1534 stpeterscarsoncity.org

FR. JEFFREY PAUL, RECTOR SERVICES

SUNDAY 8:00 AM AND 10:00 AM
CHILDREN 10:30 AM
WEDNESDAY HEALING SERVICE 10:00 AM
SATURDAY EVENING PRAYER 6:30 PM
CHRISTIAN STUDY AND CHILDREN'S CLASSES

TOTAL DIM.
AS DEPICTED:
HEIGHT: 80"
WIDTH: 60"

CARSON CITY RESOURCES INVENTORY

IDENTIFICATION:

1. Address: 314 North Division APN 3-201-02
2. Common Name: St. Peter's Episcopal Church
3. Historic Name: St. Peter's Episcopal Church
4. Present Owner: St. Peter's Episcopal Church
5. Address (if not occupant): 300 North Division; Carson City, Nevada
6. Present Use: church Original Use: church

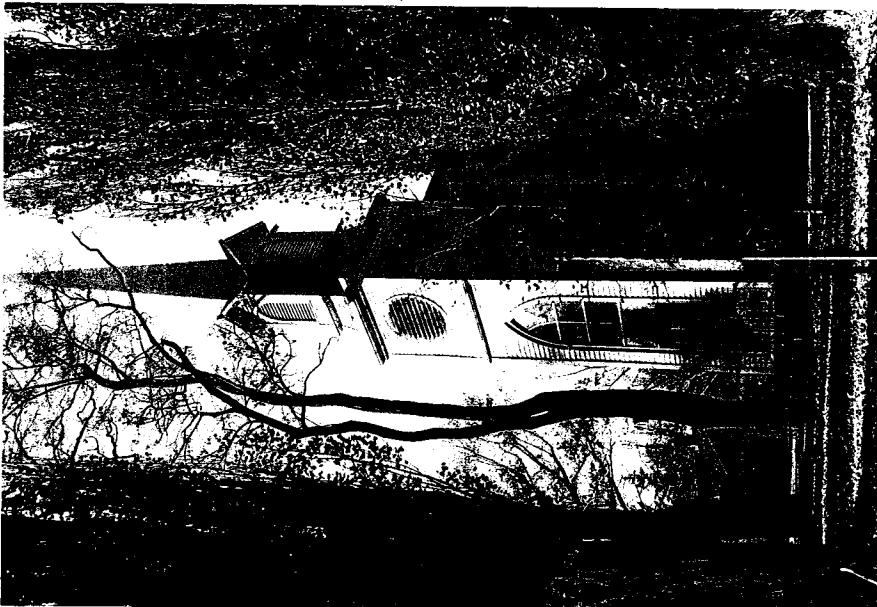
DESCRIPTION, ALTERATIONS, AND RELATED FEATURES:

The one and a half story, T-shaped, wood frame church structure is Gothic Revival in style. The exterior building material is clapboard and the foundation is stone. The roof is formed of intersecting gables except for the modified hip roof of an extension at the rear. A tall slender steeple rises from the front of the church, containing double entry doors with a large pointed arched window above, circular louvered vents, and four small gabled and bracketed vents clustered at the base of the spire. The transomed wing at the rear contains a gabled portion of one and a half stories and a hip roofed one story portion whose roof connects to the taller wing. The taller wing contains windows similar to those of the church while the smaller addition mixes several window and door types including rectangular doors and windows with leaded glass transoms. Rather heavy projecting moldings emphasize the fenestration designs. A number of fine stained glass windows have been donated by the congregation.

The structure received its only major alterations in 1875 when the church was lengthened 24 feet to a total of 70 feet. At the same time the one and a half story rear two wings were added to the existing structure, one for a Sunday School and the other for parish needs. In 1911 a guild room, kitchen toilet and study were added and created the one story rear portion attached to the Sunday School room. The steeple is now fiberglass and restoration (see continuation sheet)

RELATIONSHIP TO SURROUNDINGS:

Although the church form is taller and more massive than adjacent residential structures, its scale is still compatible to the area. The building form is particularly enhanced and to a degree screened by the many mature trees.



Street Furniture: historical plaque

Landscaping: mature Lombardy Poplars along Division and Telegraph, evergreens, mature landscaping on side yard

Architectural Evaluation: PS _____ NR X

District Designation: PD 2 NR _____

HISTORIC ENVIRONMENT CONSULTANTS

2306 J Street, Penthouse

Sacramento, CA 95816

(916) 446-2447

Date March 1980

THREATS TO SITE:

None Known X Private Development _____
Zoning AO Public Works Project _____
Vandalism _____ Neglect _____ Other _____

ADJACENT LAND USES:

office/residential

PHYSICAL CONDITION:

Excellent X Good _____ Fair _____ Deteriorated _____

APPROXIMATE SETBACK: 35 feet

HISTORICAL BACKGROUND:

Architect (if known) _____

Builder (if known) _____

Date of Construction 1867-68 Estimated _____ Factual X Source: HABS

Is Structure on Original Site? X Moved? _____ Unknown _____

SIGNIFICANCE:

The structure is an exceptionally fine rendition of the Gothic Revival style used so widely and appropriately in ecclesiastical design of the 19th century. Its detailing, though relatively simple, is very fine and the building is enhanced by its siting with open lawn and numerous tall trees. The building conveys a very strong presence and image of the past due to its striking design and use of scale. It contributes substantially to the atmospheric quality of the area and to the character of the city.

SOURCES:

Historic American Building Survey, 1974
Carson City Historic Tour
First Hundred Years 1863-1963 St. Peter's Parish

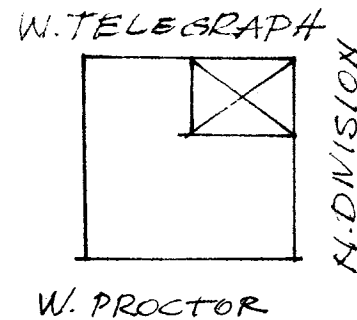
SUGGESTED LAND USE AND FACADE MODIFICATIONS, WHERE APPROPRIATE:

Adaptive Use:

Facade Changes:

Zoning:

SITE MAP



Continuation Sheet, 314 North Division

Description

after a fire did not include the use of original materials. The building was once a "drab" yellow with darker trim. The entry lamp is from Virginia City.

The rectory stands to the south and is now in a sense a related feature. Built as a private residence probably in 1867-68, the structure was purchased in 1891 for \$3,500 by the church to serve as a rectory.