

CARSON CITY HISTORIC RESOURCES COMMISSION

Minutes of the January 12, 2012 Meeting

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A meeting of the Carson City Historic Resources Commission (HRC) was scheduled for 5:30 p.m. on Thursday, January 12, 2012, in the Carson City Community Center, Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Michael Drews
Vice Chairperson Robert Darney
Commissioner Jed Block
Commissioner Gregory Hayes
Commissioner Mara Jones
Commissioner Donald Smit
Commissioner Lou Ann Speulda

STAFF: Lee Plemel, Planning Director
Jennifer Pruitt, Principal Planner
Moreen Scully, Senior Deputy District Attorney
Tamar Warren, 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's Office. These materials are available for review, in the Clerk's office, during regular business hours.

A. CALL TO ORDER AND DETERMINATION OF QUORUM (5:30:36) – Chairperson Drews called the meeting to order at 5:30 p.m. Roll was called; a quorum was present. Commissioner Smit arrived at 5:41 p.m.

B. MODIFICATION OF AGENDA (5:30:59) – There were no modifications to the agenda

C. DISCLOSURES (5:31:45) – Chairperson Drews introduced the item. Vice Chairperson Darney disclosed that he would abstain from discussion and vote on agenda item F5, as he was the architect on the project.

D. PUBLIC COMMENTS (5:32:10) – Chairperson Drews entertained public comments; however, none were forthcoming.

E. ACTION ON APPROVAL OF MINUTES (5:33:11) – Commissioner Hayes moved to approve the minutes of the September 8, 2011 and the November 9, 2011 meetings. The motion was seconded by Commissioner Speulda. Motion carried 6-0.

F. PUBLIC HEARING MATTERS

F-1 HRC-11-140 FOR POSSIBLE ACTION: TO ELECT A HISTORIC RESOURCES COMMISSION CHAIRMAN AND VICE CHAIRMAN FOR THE PERIOD FEBRUARY 2012 TO JANUARY 2013. (5:35:22) – Chairperson Drews introduced the item. Ms. Pruitt cited the Commission's Policies and Procedures and noted that the duties of Chairperson and Vice Chairperson and recommended motions were included in the Commissioners' packets, incorporated into the record. Vice Chairperson Darney moved to nominate Chairperson Drews for another term as Chair. Commissioner Speulda seconded the motion. Chairperson Drews called for additional nominations, and when none were forthcoming, a vote. Motion carried 6-0. Commissioner Hayes moved to nominate Vice Chairperson Darney for another term as Vice Chair. Commissioner Jones seconded the motion. Chairperson Drews called for additional nominations, and when none were forthcoming, a vote. Motion carried 6-0.

F-2 HRC-11-045 FOR POSSIBLE ACTION: TO APPROVE A REQUEST FROM PROPERTY OWNERS VIVIAN AND ROBERT SUMMERS TO REPLACE BROKEN, NON-FUNCTIONAL WINDOWS ON A RESIDENTIAL-DUPLEX DWELLING UNITS, ON PROPERTY ZONED RESIDENTIAL OFFICE (RO),

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LOCATED AT 403 NORTH DIVISION STREET, APN 003-226-04. (5:37:30) – Chairperson Drews introduced the item. Ms. Pruitt gave background on the project in the form of a Staff Report and showed pictures of the replacement windows, both of which are incorporated into the record. She also noted for the record, that when the applicants had purchased the property, the residents had complained about the broken windows. Commissioner Jones inquired about a previous suggestion to place the new windows in the back of the residence and use the “old windows” in the front of the house. Ms. Pruitt noted that the suggestion was not one of the options provided by the applicant. Vivian Summers, the applicant, introduced herself and noted that the original windows had steel frames and that all the windows were the same, 72 inch size. It was suggested that Ms. Summers consider having the same trim size, instead of the current wide trim. In response to a question by Commissioner Speulda, Ms. Summers stated that they had two of the “old windows” left, one of which had broken glass. She also responded to Commissioner Hayes by noting that there were only windows with wood, vinyl, aluminum, and fiberglass casements, and none with metal ones. Commissioner Smit noted that the current windows “will meet egress, and the other steel windows, by code today, don’t meet egress as far as life safety and fire standards”. He also advised working with Capital Glass or Fast Glass to “get rid of the slider component”, and to obtain the same profile as the steel windows. He also stated that he had noticed “an amazing number of vinyl windows” installed in the areas he had visited, in the Historic District. Discussion ensued regarding window vendors that could supply acceptable solutions. Commissioner Smit gave Ms. Summers the names of several window contractors that could help. Chairperson Drews entertained public comments; however, none were forthcoming. Chairperson Drews suggested Ms. Summers visit several vendors and return to a future meeting for a decision. **Commissioner Speulda moved to continue agenda item F-2, HRC-11-045, until the March 8, 2012 meeting to gather more information. The motion was seconded by Commissioner Jones. Motion carried 7-0.**

F-3 HRC-11-141 FOR POSSIBLE ACTION: TO APPROVE A REQUEST FROM ALPINE SIGNS (PROPERTY OWNER GLENBROOK COMPANY) FOR A NEW SIGN TO BE MOUNTED ON EXISTING POSTS, ON PROPERTY ZONED RESIDENTIAL OFFICE (RO), LOCATED AT 402 SOUTH MINNESOTA STREET, APN 003-127-09. (6:19:34) – Chairperson Drews introduced the item. Ms. Pruitt gave background and site description, incorporated into the record, and noted that the proposed signage was allowable based on the Carson City Municipal Code. Cathy Deitch of Alpine Signs introduced herself. Vice Chairperson Darney explained that since the replacement sign was of the same size, he would not have any issues with it. Ms. Deitch showed proposed color samples, upon a request from Commissioner Hayes. Chairperson Drews entertained public comments, and when none were forthcoming, a motion. **Vice Chairperson Darney moved to approve HRC-11-141, a request from Alpine Signs (property owner Glenbrook Company) to allow a non-internally illuminated, double-faced sign, on property zoned Residential Office (RO), located at 402 South Minnesota Street, APN 003-127-09, with the conditions of approval contained in the Staff Report. The motion was seconded by Commissioner Speulda. Motion carried 7-0.**

F-4 HRC-11-144 FOR POSSIBLE ACTION: TO APPROVE A REQUEST FROM ALPINE SIGN (PROPERTY OWNER 320 NORTH CARSON STREET LLC) FOR A NEW INTERNALLY ILLUMINATED WALL SIGN ON PROPERTY ZONED DOWNTOWN/MIXED-USE (DT-MU), LOCATED AT 107 WEST TELEGRAPH STREET, APN 003-229-02. (6:24:06) – Chairperson Drews introduced the item. Ms. Pruitt referred to a Staff Report, incorporated into the record, containing background information and photographs. She also clarified that several commercially-zoned properties in the Historic District had internally illuminated signs, and cited the Carson City Municipal Code which allowed each business to have a minimum of 80 square feet of signage. In response to Vice Chairperson Darney’s question, Ms. Deitch believed that canopies were in the process of being produced. Commissioner Smit suggested an administrative review of the canopies. Ms. Pruitt noted that “the property located to the west is not in the Historic District”; however, she agreed to schedule the administrative review. Chairperson Drews entertained public comments; and when none were forthcoming, a motion. **Commissioner Smit moved to approve HRC-11-144 as recommended by Staff. The motion was seconded by Commissioner Block. Motion carried 7-0.**

F-5 HRC-11-143 FOR POSSIBLE ACTION: TO APPROVE A REQUEST FROM ROBERT M DARNEY, ARCHITECT (PROPERTY OWNER STEPHANIE SHEFRIN) TO UPGRADE WINDOWS ON SECOND AND MAIN LEVEL; TO REMOVE AND REPLACE FOUR WINDOWS WITH FRENCH STYLE DOORS; AND THE ADDITION OF TWO WOODEN DECKS, ON PROPERTY ZONED SINGLE FAMILY 6000 (SF6), LOCATED AT 604 WEST ROBINSON STREET, APN 003-275-03. (6:31:27) – Chairperson Drews

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introduced the item. Vice Chairperson Darney removed himself from the Dais and excused himself from the discussion and the vote, as he was the architect of the project. Ms. Pruitt presented the Staff Report, including background information and photos, incorporated into the record. Brandon Thompson of D.G. Hand Construction introduced himself and explained that the windows being installed would replace the existing aluminum windows which were installed in the late seventies or early eighties. He also provided a sample window and confirmed that the fence on the property would remain, in addition to duplicating the existing trim on the new windows. Commissioner Hayes stated that he was pleased to see the "good quality windows"; however, he noted that he was "a little overwhelmed by what's going to happen on the east side", calling it "a big change". He also questioned the need of "the double French doors", and Mr. Thompson replied that design and functionality were subjective, noting "I think you may find people who strongly disagree with you". Homeowner Stephanie Shefrin commented that they planned to landscape the area with trees and "it will be balanced out". Discussion ensued regarding the double French doors versus larger windows. Commissioner Smit noted that he liked the balance and called it "a well-done job". Commissioner Speulda inquired about the original windows, and wished to maintain the original elements of the building. Commissioner Block noted that he had "spent a lot of time in that house" and believed the French doors "from the interior standpoint is going to be awesome". He also noted that the front porch and the bay window were later additions. Chairperson Drews suggested looking at a specific property in Virginia City as a reference. Commissioner Hayes wished to revisit his original inquiry of having two French Doors and suggested a single French door and a large window. Ms. Shefrin noted that her husband would welcome the savings. Commissioner Speulda applauded Ms. Shefrin's efforts of replacing the windows with good quality ones. In response to Commissioner Jones' question, Chairperson Drews explained that if a compelling reason arose "to change the design to go to a more historic configuration", it could be done administratively. Discussion ensued regarding the front porch railing and Ms. Pruitt suggested deferring to the building official, upon submission of the plans. **Commissioner Hayes moved "to approve HRC-11-143 a request from Robert M. Darney, Architect (property owner Stephanie Shefrin) to allow new windows on the second and main level; to remove and replace three windows with French-style doors; and the addition of two wooden decks with plain two-inch square spindles; and during construction, if placement of windows was previously historically different than we can see at this point, to have it reviewed for administrative review by the Chair of the HRC, on property zoned Single Family 6000 (SF6), located at 604 West Robinson Street, APN 003-275-3, subject to conditions of approval contained in the Staff Report". The motion was seconded by Commissioner Jones. Motion Carried 6-0.** Vice Chairperson Darney rejoined the Commission.

F-6 HRC-11-139 FOR POSSIBLE ACTION: TO APPROVE THE HISTORIC RESOURCES COMMISSION ANNUAL REPORT FOR 2011 TO BE PRESENTED TO THE BOARD OF SUPERVISORS. (7:17:33) – Chairperson Drews introduced the item. Ms. Pruitt cited the Historic Resources Commission's rules and regulations and presented the Commission's Annual Report, incorporated into the record. She highlighted the major accomplishments and noted that she would present the report, along with Chairperson Drews, to the Board of Supervisors in February or March. **Vice Chairperson Darney moved to approve HRC-11-139, the Historic Resources Commission Annual Report for 2011 as presented by Staff, for presentation to the Board of Supervisors. The motion was seconded by Commissioner Speulda. Motion carried 7-0.**

F-7 HRC-12-001 FOR POSSIBLE ACTION REGARDING THE 2012 CARSON CITY HISTORIC PRESERVATION AWARD APPLICATION FOR OUTSTANDING ACHIEVEMENTS IN HISTORIC PRESERVATION. FOR A NOMINATION TO BE CONSIDERED THE COMPLETED FORMS MUST BE POSTMARKED BY MARCH 01, 2012. (7:22:58) – Chairperson Drews introduced the item. Ms. Pruitt suggested the Commission begin to consider nominating individuals or projects for the award. She explained that the item would be agendaized for the March 8, 2012 meeting. She also distributed a suggested list of properties and a table containing award recipients since 2001. Commissioner Block suggested the following properties: 411 North Division Street, 411 West Fourth Street, 412 North Minnesota Street, 312 Mountain Street, 112 North Carson Street, and 500 Mountain Street. Chairperson Drews added the Warren Engine Company for the restoration of the chemical fire engine. Vice Chairperson Darney suggested the restoration of the original brick of the Brewery Arts Center. Chairperson Drews advised the public to nominate properties utilizing a form available on the Commission's web site, or from the Planning Department. Commissioner Speulda nominated Art Hannefin.

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F-8 HRC-11-119 DISCUSSION ONLY REGARDING AN UPDATE OF THE HISTORIC PRESERVATION FUND (HPF) GRANT FOR 2011. (7:29:40) – Chairperson Drews introduced the item. Ms. Pruitt updated the Commission on the status of the grant. She stated that the consultant, Dan Pezzoni, had completed all the site work and the pictures in Carson City. Ms. Pruitt also noted that the Planning Division was working on ownership research for Mr. Pezzoni, and re-photographing several sites.

G. STAFF REPORTS

COMMISSIONER REPORTS/COMMENTS. (7:30:55) – Chairperson Drews introduced the item, and announced that he had presented the historic properties associated with the Bently land Sale, to the Board of Supervisors, on the previous week. He also noted that he was happy to have a dialogue with open space as they acquired more historical properties.

PLANNING DIVISION STAFF REPORT TO THE HISTORIC RESOURCES COMMISSION. (7:32:35) – Ms. Pruitt announced that Teresa Hayes, a former employee of the Carson City Health Department and currently employed by the State, would like to present the Healthy Homes Program, specifically topics such as lead paint, etc. Vice Chairperson Darney believed this would be a great topic, as asbestos removal had come up numerous times before the Commission. Ms. Pruitt was interested in the availability of grants to assist property owners regarding Healthy Homes. She also explained that Expedition Man, a triathlon scheduled for August 2012, may be routed through the Historic District. Ms. Pruitt referred contacts for additional information to Janice Brod in the Planning Division. She added that a revised plan for Mr. Bauer's project would be discussed in the February meeting as well. She noted that a discussion regarding signage in the historic district would also be included in a future meeting agenda. Ms. Pruitt reminded the Commission that the Scavenger Hunt should also be discussed.

FUTURE AGENDA ITEMS (7:37) – Chairperson Drews introduced the item and expressed interest in finding out what would be done with the vacated prison. Commissioner Hayes wished to "get more organized around alternative energy, such as solar panels, in the Historic District. Ms. Pruitt noted that former Commissioner Ossa had distributed a handout regarding window replacement, could be modified and utilized in Carson City. Chairperson Drews inquired about linking from the Historic Resources Commission to the City web site. Ms. Pruitt noted that the Commission's website has been modified and was now consistent with the Planning Division's web site. Commissioner Block suggested working with the Board of Realtors to avoid issues such as window replacements in the future. Ms. Pruitt clarified that all property sales or changes of ownership are reported to the Planning Division, and are sent a welcome package. Chairperson Drews suggested a special workshop to address some of the above-mentioned topics, instead of agendaizing them.

H. PUBLIC COMMENTS (7:43:24) – Chairperson Drews entertained public comments; however, none were forthcoming.

K. ACTION ON ADJOURNMENT (7:43:39) – Chairperson Drews entertained a motion to adjourn. Commissioner Jones moved to adjourn. The motion was seconded by Commissioner Block. The meeting was adjourned at 7:43 p.m.

The minutes of the January 12, 2012 meeting of the Carson City Historic Resources Commission are approved on this 8th day of March, 2012.

Michael Drews, Chairperson

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A meeting of the Carson City Historic Resources Commission (HRC) was scheduled for 5:30 p.m. on Thursday, February 9, 2012, in the Carson City Community Center, Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Michael Drews
Vice Chairperson Robert Darney
Commissioner Jed Block
Commissioner Elizabeth Dickey
Commissioner Gregory Hayes
Commissioner Donald Smit
Commissioner Lou Ann Speulda

STAFF: Lee Plemel, Planning Director
Jennifer Pruitt, Principal Planner
Moreen Scully, Senior Deputy District Attorney
Tamar Warren, 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's Office. These materials are available for review, in the Clerk's office, during regular business hours.

A. CALL TO ORDER AND DETERMINATION OF QUORUM (5:31:29) – Chairperson Drews called the meeting to order at 5:30 p.m. Roll was called; a quorum was present. Commissioner Smit arrived at 5:40 p.m.

B. MODIFICATION OF AGENDA (5:32:09) – There were no modifications to the agenda.

C. DISCLOSURES (5:32:37) – Chairperson Drews introduced the item and disclosed that he had met “a number of times” with Herman Bauer and his design team, along with Art Hannifin, to discuss the project in agenda item F2, explaining that they “made some good headway”. Chairperson Drews also introduced Commissioner Dickey, the State Historic Preservation Office (SHPO) designee, and an Architectural Historian with the Nevada Department of Transportation (NDOT).

D. PUBLIC COMMENTS (5:33:33) – Chairperson Drews entertained public comments; however, none were forthcoming.

E. ACTION ON APPROVAL OF MINUTES (5:34:36) – There were no minutes to approve.

F. PUBLIC HEARING MATTERS

F-1 HRC-12-009 FOR POSSIBLE ACTION: TO APPROVE A REQUEST FROM PROPERTY OWNER ROBYN LAGUZZA FOR HISTORICAL TAX DEFERMENT STATUS, ON PROPERTY ZONED SINGLE FAMILY 6,000 (SF6), LOCATED AT 506 WEST SPEAR STREET, APN 003-232-01. (5:36:20) – Chairperson Drews introduced the item. Ms. Pruitt gave background information on the property and presented a Staff Report, incorporated into the record. She explained that the tax deferment is usually awarded to the property owner, not the property. Ms. Pruitt noted that the former property owner had received a tax-deferment in the early 1990s, and that Robyn Laguzza had purchased the property and wished to have the same tax deferment. She showed pictures of the house, and described the process and the criteria to issue the tax-deferment status, adding that Ms. Laguzza would appear before this Commission when replacements of doors need to be made. In response to Commissioner Hayes' question, Ms. Pruitt clarified that a historic tax deferred process allows a percentage of taxes, subject to specific criteria, to be deferred. Commissioner Block noted that the property improvements looked “great”. **Commissioner Block moved to approve HRC-12-009, a request from Robyn Laguzza for Historical Tax Deferment on property zoned Single Family 6,000**

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(SF6), located at 506 W. 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. The motion was seconded by Commissioner Speulda. Motion carried 7-0.

F-2 HRC-10-102 FOR POSSIBLE ACTION: TO APPROVE A 2 PHASE REQUEST FROM AL SALZANO (PROPERTY OWNER: HERMAN BAUER) TO DEMOLISH THE EXISTING SINGLE FAMILY RESIDENCE, CARRIAGE HOUSE, AND SHED; AND TO CONSTRUCT TWO RESIDENTIAL DUPLEXES TOTALING, FOUR UNITS (TWO UNITS IN PHASE ONE AND TWO UNITS IN PHASE TWO) ON PROPERTY ZONED RESIDENTIAL OFFICE (RO), LOCATED AT 812 NORTH DIVISION STREET, APN 001-191-06. (5:44:20) – Chairperson Drews introduced the item. Ms. Pruitt noted that this item had been before the Historic Resources Commission (HRC), the Planning Commission (PC), and the Board of Supervisors (BOS) in the form of an appeal. She added that, as a result of the appeal, the BOS had recommended that the item be sent back to the HRC and the PC for further reconsideration. She then gave background on the project in the form of a Staff Report, and a PowerPoint presentation, both of which are incorporated into the record. Ms. Pruitt noted that the new plan was to build two duplexes on the subject site, in two phases, instead of the original plan to demolish the existing structures and build two four-plex units. She pointed out that duplexes are “allowed outright in this zoning district”; however, in order to accommodate two duplexes on site, the property owner would either “divide the subject site, or go through the Planning Commission for a multi-family dwelling unit project”. Ms. Pruitt also read the conditions of approval, incorporated into the record. Al Salzano, the project Architect, clarified that the overall mass of the project was “toned down”, and one building was designed to have wood siding and the other stucco, noting that although both plans were the same, the elevations looked “quite different”. He also stated that they would retain most of the existing landscaping, including the trees and the shrubs. Chairperson Drews believed that the Nevada Railroad Foundation was still interested in salvaging the demolished properties, and suggested a discussion. Commissioner Speulda believed documenting the demolition and recycling as much material as possible was “a great plan”. Ms. Pruitt responded to Chairperson Drews’ question by citing four specific criteria for demolition of property in the Historic District. Commissioner Block inquired about the original building footprint, but no one was able to provide that information. Vice Chairperson Darney requested salvaging the brick, and any windows or doors that were left, from the structures. Herman Bauer, the property owner, ensured that materials will be salvaged. Paul Brooks, general contractor, noted that several door and window hardware, and the existing brick, would be salvaged, but believed the windows and doors were broken into. Chairperson Drews confirmed for Commissioner Dickey that the property and the outbuildings had been evaluated as contributing structures to the Historic District. Vice Chairperson Darney questioned the “fit” of stucco on the buildings and Chairperson Drews received confirmation from Commissioner Dickey that stucco was appropriate for craftsman-style buildings and cautioned Mr. Salzano regarding “where the expansion joints go”. Commissioner Hayes noted the positive changes made in the new design and Commissioner Speulda called it more “pedestrian-friendly”. Mr. Salzano confirmed that they were 50 percent smaller than the original plan, also clarifying that the roofing material would be “asphalt shingle”. Vice chairperson Darney suggested different style shingles for each of the structures, and was concerned about RVs parking in the open parking areas. Ms. Pruitt confirmed the City requirements of two parking spaces per dwelling unit, noting that page 8 of the Staff Report contained an Engineering Division request for that space. Discussion ensued about RV and boat parking, and whether driveways could be altered to accommodate a second car, or a lease clause could be added to prohibit RVs. Mr. Bauer noted that a neighbor, Mr. Kirsch, parked his 5th wheel in his driveway, and Ms. Pruitt advised deferring any driveway widening or parking issues to the Engineering Division. She also reminded the Commission that RVs and Boats were allowed in Carson City, therefore cautioning against the prohibition of such vehicles. Mr. Salzano explained that the garage doors would be carriage-style and agreed to present the materials to the Commission at a later date. Commissioner Block gave background on several houses that were built similar in design. Ms. Pruitt reminded the Commission that they had originally requested that the two building not look the same. Commissioner Hayes reiterated that he personally wished the buildings were finished with wood instead of stucco, and Chairperson Drews noted that there were bungalow-style buildings in the District, and stucco “is a suitable siding for bungalows”. Vice Chairperson Darney noted that he did not wish to see stucco on the trim. Commissioner Dickey cautioned against “really rough” stucco, resembling buildings from the 1980s. Commissioner Smit liked Mr. Salzano’s massing and proportions with the stucco, noting “he’s really gone above and beyond, based on what he brought here the last time”, and suggested concealing the expansion joints.

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(6:35:22) – Chairperson Drews entertained public comments. Steve Brenneman identified himself as the owner of Bliss Mansion and pointed out that the houses directly across from the subject site, on Division Street were shiplap. He suggested having the property not facing Division Street have the stucco. He also recommended having CC&Rs because the parking “invites abuse”, and wanted to minimize the number of exterior doors per unit, which, he believed, would invite abuse and the rental of rooms. Mr. Salzano explained that the downstairs had a “flex unit” over the garage so that it could be used as a home studio or office, adding that the upstairs unit had one door. Chairperson Drews suggested a single door and an entry way that would split off to the flex unit. In response to Commissioner Hayes’ suggestion of “flip-flopping the two units”, Mr. Bauer said did not “have a problem with that”. Mr. Bauer also explained to Mr. Brenneman that the units would either be rented or sold. Commissioner Smit opposed having a contract clause prohibiting RVs, calling it a “slippery slope”, and Ms. Pruitt noted that it was not within the realm of this Commission, and suggested addressing such concerns with the City Code Division. Commissioner Smit pointed out the conflicting messages given to Mr. Bauer and his team as he deals with multiple agencies in the City. Mr. Bauer inquired about dealing with colors at the Staff level, and Chairperson Drews explained that they would not be involved in the color choices; however, if Mr. Bauer wished, they would “take a look at them”. Chairperson Drews thanked Mr. Bauer and Mr. Salzano for their time. **Commissioner Block moved to approve HRC-10-102, a request from Al Salzano, to allow the approval of a revised development plan of a two-phase project with two-family units, totaling four units, on property zoned Residential Office (RO), located at 812 North Division Street, APN 001-191-06, subject to the conditions of approval contained in the staff report and based on swapping buildings and with minimal expansion joints, and also with the removal of one entry door on the lower level unit. The motion was seconded by Commissioner Smit. Motion carried 7-0.**

F-3 HRC-11-119 DISCUSSION ONLY REGARDING AN UPDATE OF THE HISTORIC PRESERVATION FUND (HPF) GRANT FOR 2011. (6:46:40) – Chairperson Drews introduced the item. Ms. Pruitt gave background information, incorporated into the record, on the 2011 grant, for a survey of over 100 properties west of the Carson City Historic District. She explained the most of the requested research from the consultant had been completed, and that they were very close to a draft to be brought before the Commission possibly next month.

G. STAFF REPORTS

COMMISSIONER REPORTS/COMMENTS. (6:47:48) – Chairperson Drews introduced the item and reported that as a board member of the “Friends of Silver Saddle Ranch”, he had attended a meeting where it was discussed how to keep the buildings on the property, and how to keep the property open and functioning. Commissioner Block inquired about signs in the Historic District and Ms. Pruitt noted that the item would be agendaized for the next meeting.

PLANNING DIVISION STAFF REPORT TO THE HISTORIC RESOURCES COMMISSION. (6:49:29) – Ms. Pruitt explained that she had been in contact with Vivian Summers regarding window replacements, and believed the item would be rescheduled for review next month.

FUTURE AGENDA ITEMS (6:50:08) – Chairperson Drews introduced the item and Commissioner Hayes suggested a workshop regarding commission guidelines and responsibilities, both locally and nationally. He also wished to discuss addressing issues and actions taken place in the District without the Commission’s approval. Ms. Pruitt explained that they were already considering a workshop for the Commissioners and Staff. As for guideline specifics, she suggested that Staff “will do our best” to provide information to Commissioners, and be more proactive with property owners. She also noted that the City had a compliance division, with rules and regulations, to provide recourse. Vice Chairperson Darney suggested addressing processes “if things come up”, and Commissioner Block suggested further education of the public. Several Commissioners thanked Ms. Pruitt for the informational packet on wood fences and for her work on Mr. Bauer’s project.

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H. PUBLIC COMMENTS (6:56:53) – Chairperson Drews entertained public comments; however, none were forthcoming.

K. ACTION ON ADJOURNMENT (6:57:23) – Chairperson Drews entertained a motion to adjourn. Commissioner Hayes moved to adjourn. The motion was seconded by Commissioner Speulda. The meeting was adjourned at 7 p.m.

The minutes of the February 9, 2012 meeting of the Carson City Historic Resources Commission are approved on this 8th day of March, 2012.

Michael Drews, Chairperson