

**Carson City
Agenda Report**

Date Submitted: June 25, 2013

Agenda Date Requested: July 3, 2013
Time Requested: 15 minutes

To: Mayor and Supervisors

From: Larry Werner, City Manager

Subject Title: For possible action: To appoint one member to the Historic Resources Commission in the Building Construction professional category for a four year term that expires in July 2017. *(Marena Works)*

Staff Summary: CCMC. Chapter 18.06.020 provides for the Board of Supervisors to appoint seven members of the Historic Resources Commission (HRC). The categories for members are as follows: At least two (2) members of the HRC must be professionally qualified as an architect or a design professional with experience in historic preservation; at least one (1) member of the HRC must be professionally qualified in building construction; at least one (1) member, but not more than two (2), shall be a professional in the field of historic preservation; at least one (1) member of the HRC must be a professional in the disciplines of archeology, anthropology, history or related professions; at least one (1) person, but not more than two (2) persons who owns property and resides within the district.

There is one position open in the Building Construction professional category due to a member's term expiring. Donald Smit, a Building Construction professional, has applied for reappointment. No other applications were received.

Type of Action Requested: (check one)

Resolution Ordinance
 Formal Action/Motion Other (Specify)

Does This Action Require A Business Impact Statement: Yes No

Recommended Board Action: I move to appoint _____ to the Historic Resources Commission in the Building Construction professional category for a four year term that expires in July 2017. *(Larry Werner)*

Explanation for Recommended Board Action: See staff summary

Applicable Statute, Code, Policy, Rule or Regulation: CCMC Chapter 18.06.020 and 18.06.025

Fiscal Impact: None

Explanation of Impact: n/a

Funding Source: n/a

Alternatives: Re-open the position for additional applicants

Supporting Material: Recruitment Announcement, Current Roster, Incumbent Attendance Record, Reappointment Request, CCMC18.06.020 and 18.06.025

Prepared By: Janet Busse, Executive Offices

Reviewed By:

MARINA GUNES
(City Manager)

Date: 6/25/13


(District Attorney)

Date: 6/25/13

Julie Shultz
(Finance Director)

Date: 6/25/13

Board Action Taken:

(Vote Recorded By)



HISTORIC RESOURCES COMMISSION

The Carson City Board of Supervisors is seeking applications from persons interested in serving on the Historic Resources Commission. There is **one (1) open position** for a **person professionally qualified in BUILDING CONSTRUCTION** to be filled in accordance with CCMC 18.06.025. The position is for a four year term that will **expire in July 2017**.

The Historic Resources Commission reviews and makes decisions regarding projects in the Carson City Historic District and/or recommendations to the Planning Commission and/or Board of Supervisors regarding matters relating to Carson City historic resources.

The Board of Supervisors will interview and appoint the qualified persons to the Commission. Applicants must be Carson City registered voters and a professional in the category listed above to qualify. All members will serve without compensation. The City's Boards, Committees, and Commissions Policy and Procedures can be viewed online at www.carson.org/volunteer.

Volunteer applications may be obtained from and returned to the Carson City Executive Offices. *Let it be known that all applications submitted to this office will be considered public information.*

Applications will be accepted until May 17, 2013. Interviews for this volunteer position are tentatively planned to be held at the regularly scheduled Board of Supervisors meeting on Thursday, **June 6, 2013**.

Thank you for your interest in assisting Carson City.

CARSON CITY EXECUTIVE OFFICES
201 N. Carson Street #2
Carson City, Nevada 89701
(775) 887-2100 FAX 887-2286
E-Mail: lbanks@carson.org
Web Page: <http://www.carson.org/volunteer>

AN EQUAL OPPORTUNITY EMPLOYER

HISTORIC RESOURCES COMMISSION

<u>MEMBER</u>	<u>APPOINTMENT</u>	<u>TERM EXPIRES</u>
<u>Architect</u>		
Robert M. Darney (Vice-chair, elected 01/2013) 307 W. Winnie Ln. Ste. 4 Carson City, NV 89703 883-3444 (w) 883-3447 (f) 721-7563 (c) darneyarch@sbcglobal.net	Initial Appt. 02/01 Reappt. 02/05; 02/09; 02/13	02/2017
<u>Historical</u>		
Lou Ann Speulda-Drews 200 Winters Dr. Carson City, NV 89703 861-6335 (w) 883-9513 (h) 861-6301 (f) Louann_speulda-drews@fws.gov	Initial Appt. 02/99 Reappt. 01/11	01/2015
Michael Drews (Chair, elected 01/2013) 200 Winters Dr. Carson City, NV 89703 885-2305 (w) 883-8253 (h) 885-2350 (f) mdrews@gnomon.com	Initial Appt. 02/89 Reappt. 12/90; 12/92; 02/97; 02/01; 02/05; 02/09; 12/12	02/2017
<u>Resident/Property Owner</u>		
Dr. Gregory J. Hayes 411 W. Fourth St. Carson City, NV 89703 882-9070 (w) 846-5903 (c) ghayesmd@gmail.com	Initial Appt. 01/07 Reappt. 01/11	01/2015
Jed Block 602 West Spear St. Carson City, NV 89703 882-1013 (w) 720-7313 (c) jed@stateagent.com	Initial Appt. 09/11	02/2015
<u>Building Construction</u>		
Donald Smit 2486 Fermi Rd. Carson City, NV 89706 882-2753 (w) 885-9427 (h) 741-9664 (c) don@project-one.com	Initial Appt. 08/11	07/2013

Continued next page...

***SHPO Designee**

Elizabeth Dickey
1105 W. Sunset Way
Carson City, NV 89703
888-7478 (w) 884-4821 (h) 310-7020 (c)
edickey@dot.state.nv.us

Initial Appt. 02/12

**Term limits mandated by the guidelines for the implementation of a Certified Local Government*

AUTHORITY: CCMC 18.06.020 creates the seven member commission appointed by the BOS. The SHPO Representative is included as mandated by the guidelines for the implementation of a certified local government program. CCMC 18.06.025 provides for all members to reside in Carson City (reappointment OK). Membership qualification is outlined below:

1. At least two (2) members must be professionally qualified as an architect or a design professional with experience in historic preservation.
2. At least one (1) member must be professionally qualified in building construction.
3. At least one (1) member, but not more than two (2), shall be a professional in the field of historic preservation.
4. At least one (1) member must be a professional in the disciplines of archeology, anthropology, history or related professions.
5. At least one (1) member who owns property and resides within the district.
6. The board shall endeavor to include in the membership persons with demonstrated knowledge and interest in Carson City history and in design, finance, real property transactions, archeology or other matters likely to advance business of the HRC.

*Bill No. 105 was approved by the BOS on June 16, 2011 amending these specifications to allowing for all categories to hold one member, but no more than two.

** On February 3, 2012, liaison met with Ron James, State Historic Preservation Officer, who evaluated applicants from the last opening that HRC had and designated Elizabeth Dickey as the SHPO designee due to Mara Jones' resignation and state staffing issues. (see email correspondence dated 2/3/12 for reference)

MEETINGS: Second Thursday of each month starting at 5:30 pm. Meetings are held in the Sierra Room.

PURPOSE: CCMC 18.06.030 states "it shall be the duty of the HRC to serve as advisor to the board in all matters concerning the identification, designation, preservation and enhancement of areas, sites and structures of historic significance in Carson City and take action on open space use assessments, National Register nominations, the survey and preservation of archaeological sites, and the survey and inventory of properties of historic significance and proposed projects governed by this chapter." See specific chapter for further details.

Liaison: Lee Plemel 283-7075 lplemel@carson.org

Attorney Assignment: Joe Ward 283-7509 jward@carson.org

- END DATA -

Historic Resources Commission
Incumbent Attendance Record

Donald Smit

Initial appointment: August 2011

14 meetings held since appointment; 4 absences

MAY 24 2013

CARSON CITY
EXECUTIVE OFFICES

Please print legibly or go online to www.carson.org/volunteer to submit a writable document

Title of Board, Committee or Commission: HISTORIC RESOURCES COM.

Name: SMIT DONALD W.
Last First Middle Initial

Home Address: 2486 FERMI RD. C.C. NV 89706
Street City State Zip

Mailing Address (if different):

490 HOT SPRINGS RD. CC. NV 89706
PO Box/Street City State Zip

Occupation/Business: RESIDENTIAL DESIGNER/PROJECT MANAGER

Contact: Work 775 882 2753 Home _____
Cell 775 741 9664 E-mail done@project-one.com

Preferred method of contact: EMAIL

Are you currently an active registered voter in Carson City*? Yes No

(*Not required for the Convention & Visitors Bureau)

Conflict of Interest:

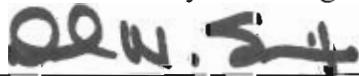
- a. Within the past twelve (12) months, have you been employed by Carson City (including as an elected official)? Yes No
- b. Do you currently have a contract with Carson City for services and/or goods? Yes No

Criminal Record: Have you been convicted of a felony, domestic violence or a gross misdemeanor involving moral turpitude (conduct contrary to community standards of justice, honesty and good morals)? Yes No

I understand that my submitted application is considered public information. I understand the Board of Supervisors may require a pre-appointment background check for any position if deemed warranted.

I have read and understand the Carson City's Boards, Committees, and Commissions Policies and Procedures (online at www.carson.org/volunteer).

I hereby declare that all statements given by me on this form are truthful and complete to the best of my knowledge.



Signature of Applicant

*You may attach more information.

MAY 23, 2013

Date

Deliver, mail, fax or email signed and completed form to:

Carson City Executive Offices
201 N. Carson Street Suite 2
Carson City, NV 89701
(775) 887-2100 or 283-7125
FAX (775) 887-2286
bank.s@carson.org

*Carson City Reappointment Application
for Appointive/Volunteer Position
Page 2 of 2 Revised 03/2013*

18.06.005 - Title.

This chapter shall be known and may be cited in all proceedings as the Carson City Historic District Ordinance.

(Ord. 2001-23 § 2 (part), 2001).

18.06.010 - Purpose/applicability.

The purpose of this chapter is to promote the educational, cultural and economic values of Carson City, and the health, safety and general welfare of the public through the preservation, maintenance and protection of districts, sites, buildings, and objects of significant historical, archaeological and cultural interest within Carson City.

Process-oriented standards are contained in this section. Design-oriented standards are contained in the development standards which is parallel in authority to this section.

(Ord. 2001-23 § 2 (part), 2001).

18.06.015 - Procedure for proposed project.

Any proposed project to construct, alter, remodel, restore, renovate, rehabilitate, demolish, remove or change the exterior appearance of a building or structure; or to place signs, fences, or lighting; or to construct parking areas of site improvements; or which affects the exterior landscape features and spaces that characterize a property and its environment shall not be started without prior approval of an application submitted to the historic resources commission (HRC) as provided for by this chapter.

(Ord. 2001-23 § 2 (part), 2001).

18.06.020 - Historic resources commission (HRC).

There is created a body to be known as the historic resources commission (HRC) which shall consist of seven members appointed by the board.

(Ord. 2004-20 § 11 (part), 2004; Ord. 2001-23 § 2 (part), 2001).

18.06.025 - Qualifications of membership.

1. All members must reside in Carson City.
2. At least one (1) member, but not more than two (2) members of the HRC, must be professionally qualified as an architect or a design professional with experience in historic preservation.
3. At least one (1) member, but not more than two (2) members of the HRC, must be professionally qualified in building construction.
4. At least one (1) member, but not more than two (2) members of the HRC, shall be a professional in the field of historic preservation.
5. At least one (1) member, but not more than two (2) members of the HRC, must be a professional in the disciplines of archeology, anthropology, history or related professions.

6. At least one (1) person, but not more than two (2) persons who owns property and resides within the district, must be included in the membership.
7. The Board shall endeavor to include in the membership persons with demonstrated knowledge and interest in Carson City history and in design, finance, real property transactions, archeology or other matters likely to advance the business of the HRC.

(Ord. 2004-20 § 11 (part), 2004; Ord. 2001-23 § 2 (part), 2001).

(Ord. No. 2011-5, § 1, 6-16-2011)

18.06.030 - Duties of the HRC.

1. It shall be the duty of the HRC to serve as advisor to the board in all mailers concerning the identification, designation, preservation and enhancement of areas, sites and structures of historic significance in Carson City and take action on open space use assessments, National Register nominations, the survey and preservation of archaeological sites, and the survey and inventory of properties of historic significance and proposed projects governed by this chapter.
2. In this regard the HRC may:
 - a. Prepare and maintain an inventory of all property within Carson City having the potential for designation as archaeological property;
 - b. Prepare and maintain an inventory of all property within Carson City having the potential for designation as historic property;
 - c. Recommend to the board certain areas, places, buildings, structures and objects as appropriate for designation as historic provided in this chapter;
 - d. Review and recommend appropriate action regarding any construction, remodel, demolition, removal or other changes proposed for structures, fences visible from public right-of-ways or areas designated historic by the board, all as limited by this chapter;
 - e. Recommend to the board such changes in the zoning ordinance, building codes or other local laws as may enhance the purposes of this chapter;
3. Recommend to the board or conduct public information programs to increase public awareness of the value of archaeological, historic, architectural and cultural preservation in Carson City:
 - a. Recommend to the board the purchase of essential structures where private preservation is not feasible;
 - b. Cooperate with the state historic preservation office in designating structures, sites or areas for historical markers and plaques;
 - c. Assist and advise other city and state departments, agencies and commissions regarding historic properties in Carson City;
 - d. Recommend to the board that special recognition be given to structures, sites or areas which exemplify an outstanding example of historic preservation within Carson City.

(Ord. 2001-23 § 2 (part), 2001).

18.06.035 - Historic designation criteria.

1. Any cultural resource may be designated a "Historic Place" by the board if:
 - a. The cultural resource so designated has existed in the same basic form for more than fifty (50) years; and

- b. It is not unsound or dangerous; and
 - c. It is possessed of one (1) or more of the following characteristics:
 - (1) Exemplifies or reflects special elements of the city's cultural, social, economic, political, aesthetic, engineering or architectural past;
 - (2) Embodies the distinguishing characteristics of a style, period, method of construction or development in the city or serves as a valuable example of the use of indigenous materials or craftsmanship;
 - (3) Represents the notable work of a master builder, designer or architect;
 - (4) Represents a rare building type, style, design or indigenous building form;
 - (5) Identifiable with persons or events significant in local, state or national history.
2. Specific street faces, interrelated groupings of buildings, structures and grounds, or other geographically defined areas of the city may be designated an "Historic District" by the board if:
 - a. It appears to constitute a fairly distinct section of the city,
 - b. It is possessed of a general character or ambiance, through prevailing architecture, landscaping and other cultural development, of a period more than fifty (50) years ago, and
 - c. It is worthy of preservation and protection for aesthetic interest or value, educational potential, and significance in Carson City's past.
3. A historic place may be located contiguous or non-contiguous to the historic district.

(Ord. 2001-23 § 2 (part), 2001).