

**STAFF REPORT FOR THE HISTORIC RESOURCES COMMISSION MEETING OF  
AUGUST 13, 2015**

**FILE NO:** HRC-15-071

**AGENDA ITEM:** F-2

**STAFF AUTHOR:** Susan Dorr Pansky, Planning Manager

**REQUEST:** Approval of a request from (property owner: Huronout LLC) to modify the exterior façade of an existing commercial building to accommodate residential and office uses on property zoned Residential Office (RO), located at 631 North Division Street, APN 003-286-01.

**APPLICANT:** Rob Darney

**OWNER:** Huronout, LLC

**LOCATION:** 631 North Division Street

**APN:** 003-286-01

**RECOMMENDED MOTION:** "I move to approve HRC-15-071, a request from (property owner: Huronout LLC) to modify the exterior façade of an existing commercial building to accommodate residential and office uses on property zoned Residential Office, located at 631 North Division Street, APN 003-286-01, 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 Policies."



**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 may be rescheduled for the next Historic Resources Commission meeting for further consideration.
5. The applicant shall submit a landscape plan for the property that meets the Division 3 Landscape Development Standards to the best of the applicant's ability given the constraints of the project site.
6. All projects and improvements must be performed in accordance with Nevada State Revised Statutes (NRS) 623 & 624 and Carson City Municipal Code (CCMC) 15.05.020.
7. This R-3 will be built under the 2012 International Building Code not the identified International Residential Codes identified on the plans.
8. All repairs, replacements, and alterations must have proper Building Permits and comply with International Building Codes, Uniform Plumbing Code, Uniform Mechanical Code or International Mechanical Code, Fuel Gas Code, Electrical Code, Adopted International Energy Conservation Code, and Northern Nevada Amendments.
9. All contractors are required to carry State and local license.
10. Lot drainage must be addressed when construction plans are submitted.
11. There is a possible fault zone within 500 feet of the site. This must be kept in mind for all building remodeling.
12. Any work in the street right-of-way including driveway approach will require construction drawings and an Engineering Permit to be submitted for approval.
13. The applicant shall submit a copy of the signed Notice of Decision and conditions of approval with the Building Permit application.

14. HRC approval is based upon the project complying with the 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 with the Secretary of the Interior's Standards.

**LEGAL REQUIREMENTS:** CCMC 18.06.015 (Procedure for Proposed Project)

**MASTER PLAN DESIGNATION:** Mixed-Use Residential (MUR)

**ZONING:** Residential Office (RO)

**PREVIOUS REVIEWS:**

- October 24, 1988 – Historic Architectural Review Committee approval to replace existing composite shingle roof with standing seam steel roof
- H-94/95-7 – Historic Architectural Review Committee approval to replace rear door, fire escape and stairs

**DISCUSSION:**

The subject property is a two story commercial building that was constructed in 1975. The first story consists of covered parking and the second story consists of 1,372 square feet of office space that has most recently been used as a dental office. While this structure is located within the boundaries of the Historic District, it is not considered historic due to the age of the building.

The applicant is proposing to convert the existing commercial building to a mixed-use building that would include leasable office space on the ground floor and a single residential unit on the upper floor. This will require that the existing first floor covered parking be enclosed to create office space and a two-car garage. Site improvements to accommodate the new garage are also proposed. In addition, the applicant proposes to modify the second story exterior façade to accommodate the proposed living space.

To accommodate the enclosure, the applicant proposes the following exterior improvements to the first floor and site:

- Horizontal wood siding to match the existing siding on the second floor
- Six new aluminum clad wood windows and French doors on the west side for the office space
- One new two-car overhead garage door on the west side
- One new set of aluminum storefront doors on the west side elevation accompanied by a fabric awning to match the existing awning on the north side
- Four new aluminum clad wood windows on the east side elevation
- One new painted wood panel door on the east side
- Removal of existing tree, concrete curb and sidewalk to accommodate new garage
- Extend existing concrete apron and add asphalt for new garage
- One new painted wood door with  $\frac{3}{4}$  oval light on the north side
- One new landscaping planter between the garage and office space parking

To accommodate the residential unit, the applicant proposes the following second floor exterior improvements:

- Two new dormer oriel windows extending from the existing structure on the west side
- Two new Trex deck/railing balconies on the west side
- Two new small fixed aluminum clad windows on the west side
- Seven new aluminum clad wood windows on the west side
- One new set of aluminum clad wood atrium doors on the west side
- One new aluminum clad wood door with full light on the west side
- Five new aluminum clad wood windows on the east side
- Horizontal wood siding on the east, north and south sides to match the existing siding on the west side of the second floor
- Scalloped siding and decorative vent on the south side to match the same on the north side
- Three new aluminum clad wood windows on the north side
- Removal of two windows on the south side
- One new wood painted door with half light on the south side

Staff finds that the applicant's proposal is consistent with Carson City Development Standards, Division 5 (Historic District) for the applicable sections outlined below:

#### **5.15 Guidelines for Exterior Siding Material**

*The applicant proposes the addition of horizontal wood siding to enclose the first floor carport areas, as well as add wood siding to the east, north and south sides of the building. In addition the applicant proposes to add scallop siding to the gable on the south side of the building. Both of these siding treatments are intended to match the existing siding found elsewhere on the building and meet the guidelines for exterior siding in the Historic District.*

#### **5.16 Guidelines for Windows**

*The proposed windows are aluminum clad wood windows that meet the guidelines for windows in the Historic District. This type of window is very commonly used for new windows and window replacements in the Historic District.*

#### **5.17 Guidelines for Doors**

*The proposed aluminum clad glass atrium doors, painted wood panel doors and painted wood doors with lights are consistent with the design guidelines for doors in the Historic District. The proposed aluminum storefront doors for the office use are not as typical, however, in the context of this non-historic building and its proposed commercial use, the storefront doors can also be considered appropriate.*

#### **5.19 Guidelines for Porches**

*The proposed second story balconies, while not specifically porches, most appropriately fall under the guidelines of a porch. The balconies are compatible with the architectural style and detailing of the proposed façade improvements. The "Trex" material proposed is a synthetic decking material that requires little maintenance but looks like traditional plank decking. This material is also considered compatible for the Historic District.*

## **5.20 Guidelines for Exterior Trim Details**

*The proposed trim around the windows and doors is similar to trim found on houses throughout the Historic District and meets the exterior trim detail guidelines. The exposed wood beams proposed on the second story of the structure are not as typical throughout the Historic District, but add a rustic element that blends well with the structures in the vicinity.*

## **5.21 Guidelines for Additional Architectural Features**

*The applicant proposes to add two new oriels with dormer roofs to the west side of the structure. An oriel is living space that projects from a wall but, unlike a bay, does not extend onto a foundation. The applicant has given the proposed oriels the look of dormers, which are very common in the Historic District and compatible with the guidelines for additional architectural features. The scale, massing and proportion of these features is appropriate for the building and helps to give an otherwise plain commercial building a more residential feel.*

## **5.25 Guidelines for Landscape Elements**

*For landscaping in the Historic District, the Development Standards refer to the Landscaping Development Standards. The landscaping standards require that the expansion of buildings containing office uses that are not in compliance with the landscape requirements must comply with the standards by twice the proportion to the expansion. In the case of the subject property, staff considers the addition of the office use to be an expansion of the building. The current square footage of the building is 1,392 square feet. The proposed expansion is 767 square feet. This expansion results in a building expansion of more than 40%, which requires that the applicant meet 100% of the landscaping requirements for the site. However, because the existing building takes up a significant portion of the lot, full compliance with the landscape standards may not be possible. Staff has recommended a condition of approval that the applicant submit a landscape plan that addresses all planter areas shown on the site plan.*

*The applicant also proposes to remove a large tree from the western side of the project site. Upon analysis of this tree's location in relation to the existing carport and driveway, staff feels that this tree hinders access to the carport, and would continue to do so with the proposed expansion. In addition, the tree's roots have damaged the sidewalk to the point that it needs to be removed and replaced. As a result, staff supports the removal of this tree because it poses a safety concern for pedestrians on the sidewalk and restricts access to the subject property both in its current and remodeled state.*

### **PUBLIC COMMENTS:**

Public notices were mailed to seven adjacent property owners to the subject parcel in accordance with the provisions of NRS and CCMC 18.02.045 on July 31, 2015. As of the completion of this staff report, no comments have been received in response to the proposed improvements. 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.

**Building Division Comments:**

1. All projects and improvements must be performed in accordance with Nevada State Revised Statutes (NRS) 623 & 624 and Carson City Municipal Code (CCMC) 15.05.020.
2. This R-3 will be built under the 2012 International Building Code not the identified International Residential Codes identified on the plans.
3. All repairs, replacements, and alterations must have proper Building Permits and comply with International Building Codes, Uniform Plumbing Code, Uniform Mechanical Code or International Mechanical Code, Fuel Gas Code, Electrical Code, Adopted International Energy Conservation Code, and Northern Nevada Amendments.
4. All contractors are required to carry State and local license.

**Engineering Division Comments:**

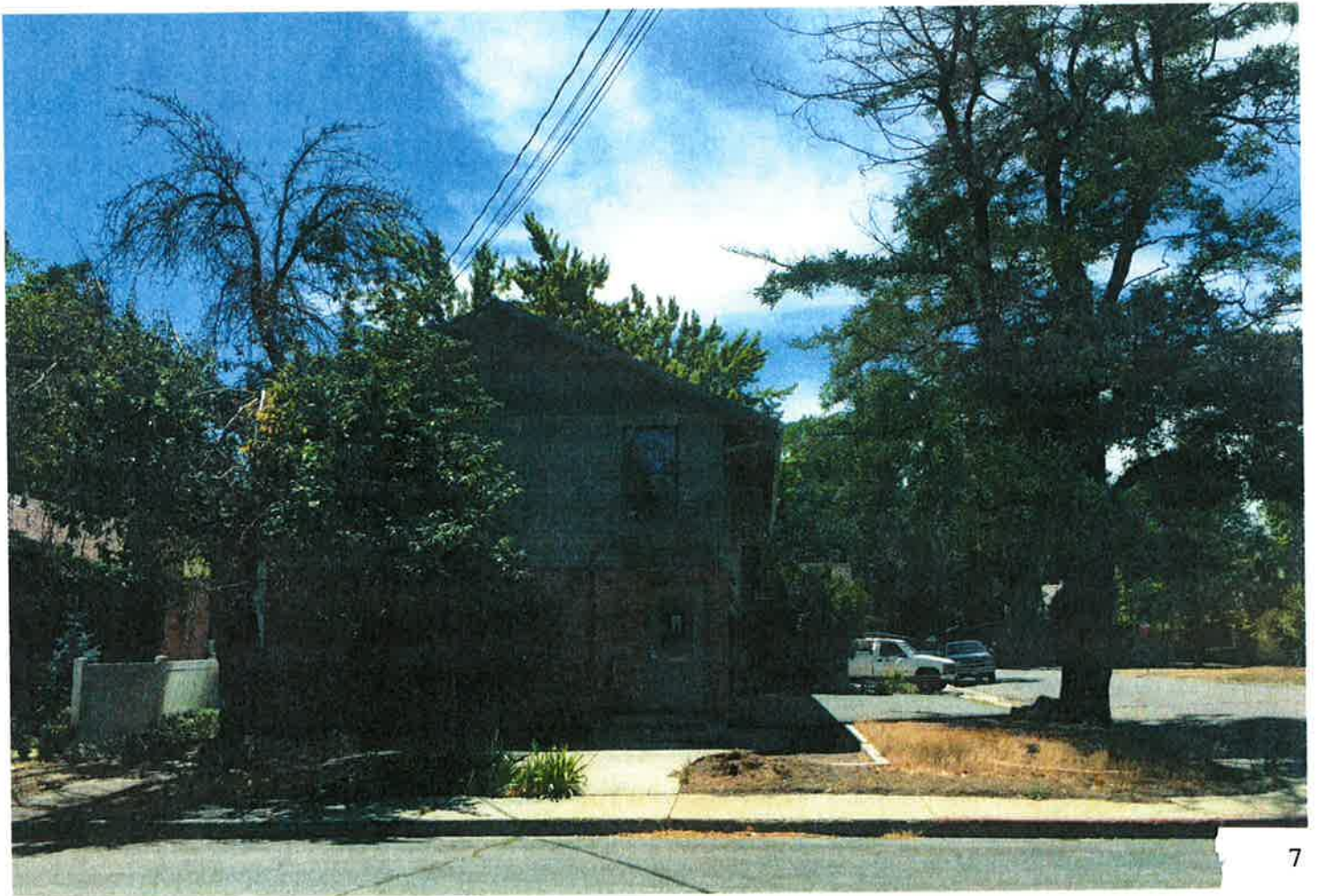
1. Lot drainage must be addressed when construction plans are submitted.
2. There is a possible fault zone within 500 feet of the site. This must be kept in mind for all building remodeling.
3. Any work in the street right-of-way including driveway approach will require construction drawings and an Engineering Permit to be submitted for approval.

With the recommended conditions of approval and based upon the project complying with the 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 the application submitted for HRC-15-071 subject to the recommended conditions of approval within this staff report.

**Attachments:**

Site Photos  
Building Division Comments  
Engineering Division Comments  
Application (HRC-15-071)













July 29, 2015

HRC-15-071:

1. All projects and improvements must be performed in accordance with Nevada State Revised Statute (NRS) 623 & 624 and Carson City Municipal Code (CCMC) 15.05.020.
2. This R-3 will be built under the 2012 International Building Code not the identified International Residential Codes identified on the plans.
3. All Repairs, Replacement, and Alterations must have proper building permits and comply with International Building Codes, Uniform Plumbing Code, Uniform Mechanical Code or International Mechanical code, Fuel Gas Code, Electrical Code, Adopted International Energy Conservation Code, and Northern Nevada Amendments.
4. All Contractors are required to carry State and local license.

Thanks.

***Shawn Keating***

Chief Building Official  
Carson City Community Development  
108 E. Proctor Street  
Carson City, NV 89701

Main 775-887-2310  
FAX 775-887-2202

**RECEIVED**

JUL 30 2015

CARSON CITY  
PLANNING DIVISION

**Carson City Engineering Division**  
**Historic Resources Commission Report**

631 N Division St

File Number HRC 15-071

**To:** Historic Resources Commission

**From:** Rory Hogen, E.I.

**Date:** July 30, 2015

**Subject Title:**

Review of a Historic Resources Commission application for a remodel and frontage work at 631 N Division St, apn 03-286-01.

**Recommendation:**

Development Engineering has no preference or objection to the request. Lot drainage must be addressed when construction plans are submitted.

There is a possible fault zone within 500 feet of the site. This must be kept in mind for all building remodeling.

Any work in the street right of way including driveway approach will require construction drawings and an engineering permit to be submitted for approval.

**Discussion:**

The Engineering Division has reviewed the request within our areas of purview relative to adopted standards and practices. Construction must meet all requirements of the State of Nevada and Carson City.

Carson City Planning Division  
108 E. Proctor Street- Carson City NV 89701  
Phone: (775) 887-2180 • E-mail: [planning@carson.org](mailto:planning@carson.org)

FOR OFFICE USE ONLY:

## HISTORIC RESOURCES COMMISSION

FEE: None

### SUBMITTAL PACKET

- ☒ Application Form with signatures
- ☒ Written Project Description
- ☒ 16 Completed Application Packets-Application form, maps, supporting documentation (1 Original + 15 Copies)
- ☐ CD containing application data (pdf format)
- ☒ Documentation of Taxes Paid-to-Date

Application Reviewed and Received By: \_\_\_\_\_

Submittal Deadline: See attached HRC application submittal schedule.

FILE # HRC - 15 - 071

APPLICANT HURONOUT LLC PHONE #  
c/o ELLEN Dechristopher

MAILING ADDRESS, CITY, STATE, ZIP  
P.O. Box 1539 CARSON CITY, NV 89702

EMAIL ADDRESS  
dechristopher11@aol.com

PROPERTY OWNER PHONE #  
HURONOUT LLC  
c/o ELLEN Dechristopher

MAILING ADDRESS, CITY, STATE, ZIP  
P.O. BOX 1539 CARSON CITY, NV 89702

EMAIL ADDRESS  
dechristopher11@aol.com

APPLICANT AGENT/REPRESENTATIVE PHONE #  
ROBERT DARNEY, ARCHITECT 775-721-7563

MAILING ADDRESS, CITY, STATE, ZIP  
490 HOT SPRINGS RD. CARSON CITY, NV 89706

EMAIL ADDRESS  
darneyzrch@sbcglobal.net

Project's Assessor Parcel Number(s):

003-286-01

Street Address

631 N. DIVISION ST.

ZIP Code

Project's Master Plan Designation

MUR

Project's Current Zoning

RO

Nearest Major Cross Street(s)

N. DIVISION ST & WASHINGTON ST.

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.

TO CONVERT AN EXISTING COMMERCIAL USE (DENTIST) TO AN R-3  
OCCUPANCY, SINGLE FAMILY RESIDENCE ON THE UPPER FLOOR,  
CONVERT OPEN COVERED PARKING TO A 2-CAR GARAGE AND  
LEASABLE OFFICE SPACE. THE WEST ELEVATION WILL RECEIVE  
A REMODELED FACADE TO INCLUDE NEW WINDOW - PATIO DOORS,  
WALK-OUT BALCONIES, GARAGE DOORS, AND SIDING.



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:

BUILDING IS IN NEED OF REHABILITATION.

#### SUPPORTING DOCUMENTATION

Each application requires 16 copies, folded to 8 1/2 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.

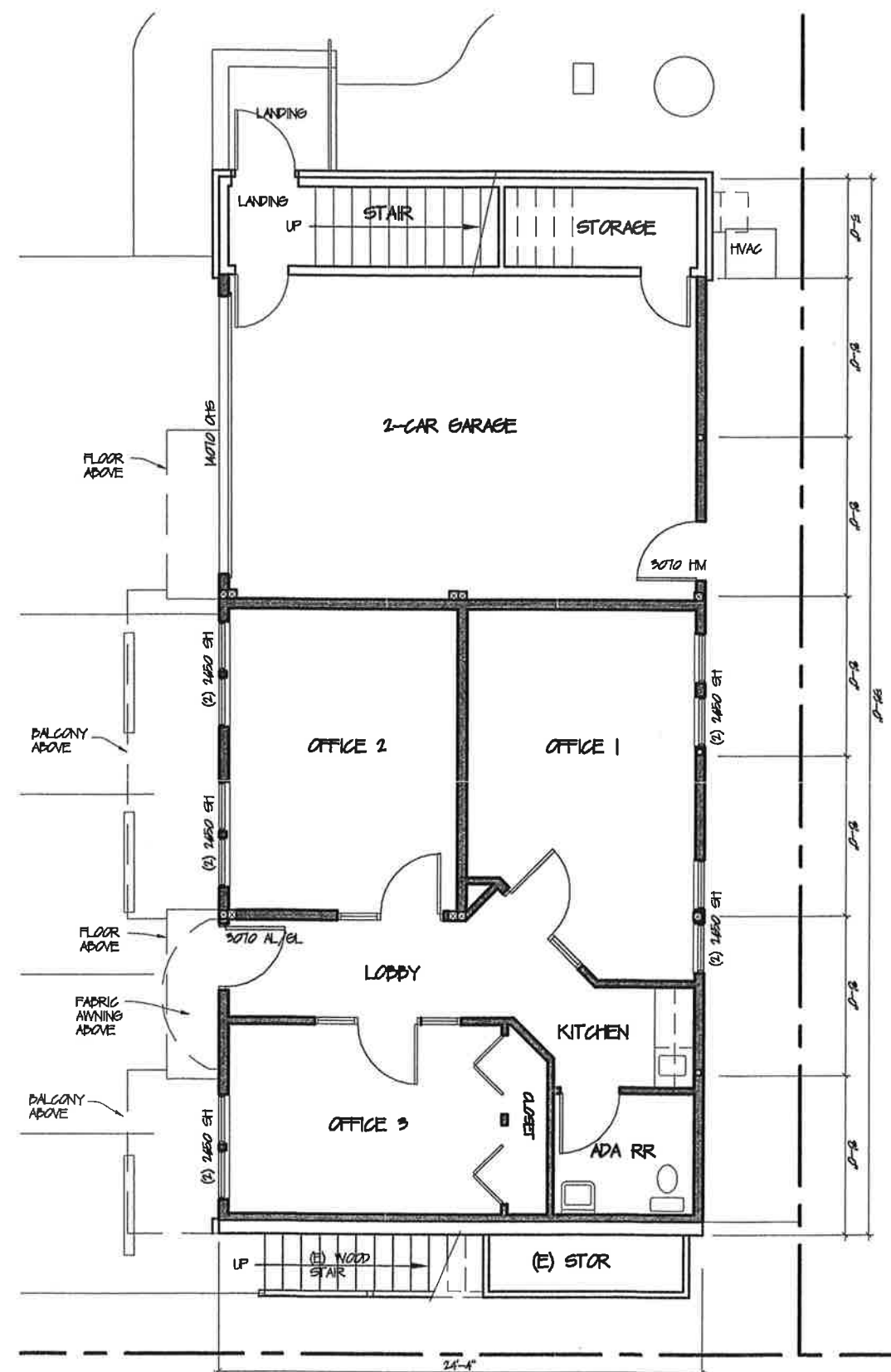
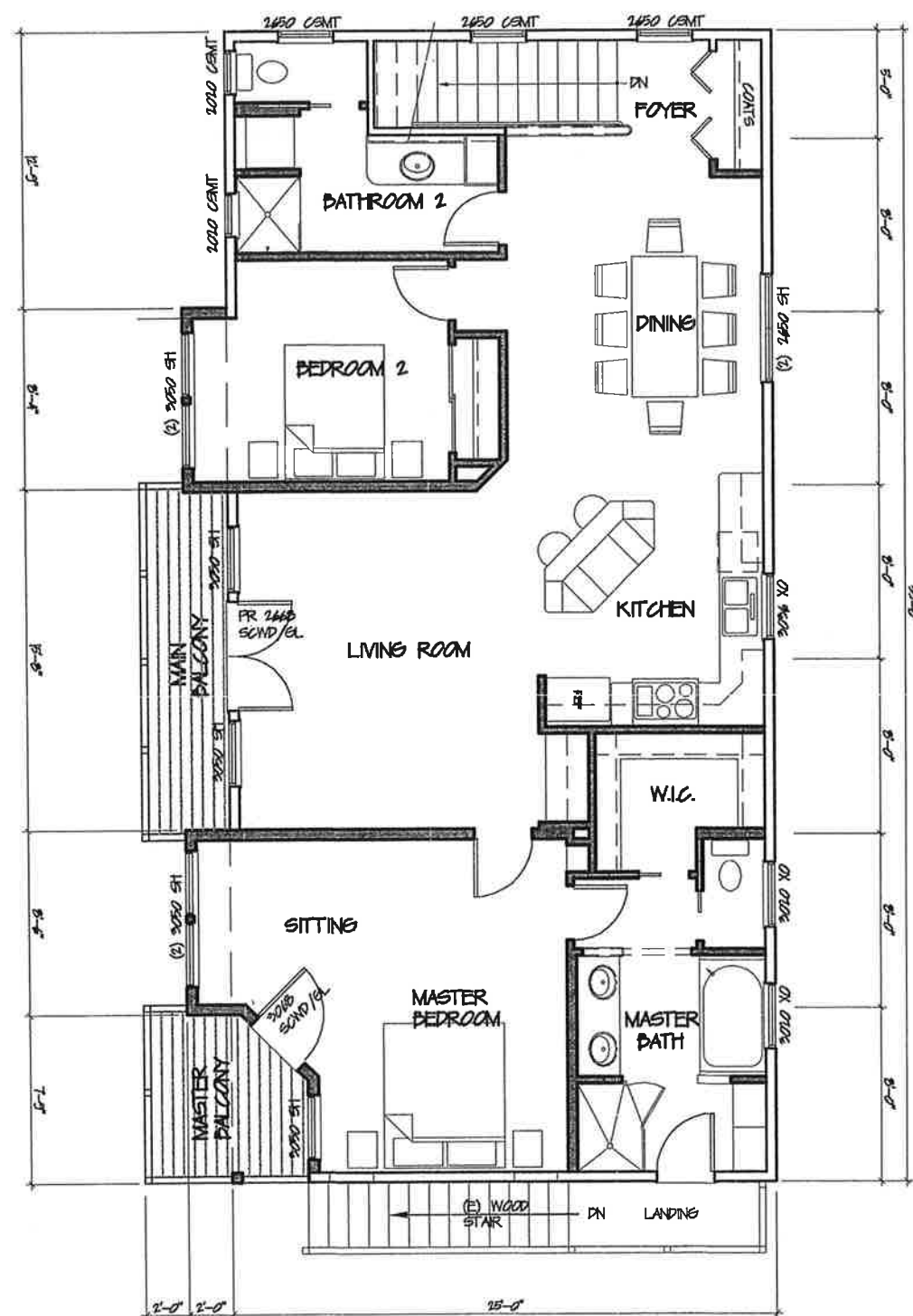
Owner's Signature

Applicant's/Agent's Signature

Owner's Printed Name

Applicant's/Agent's Printed Name





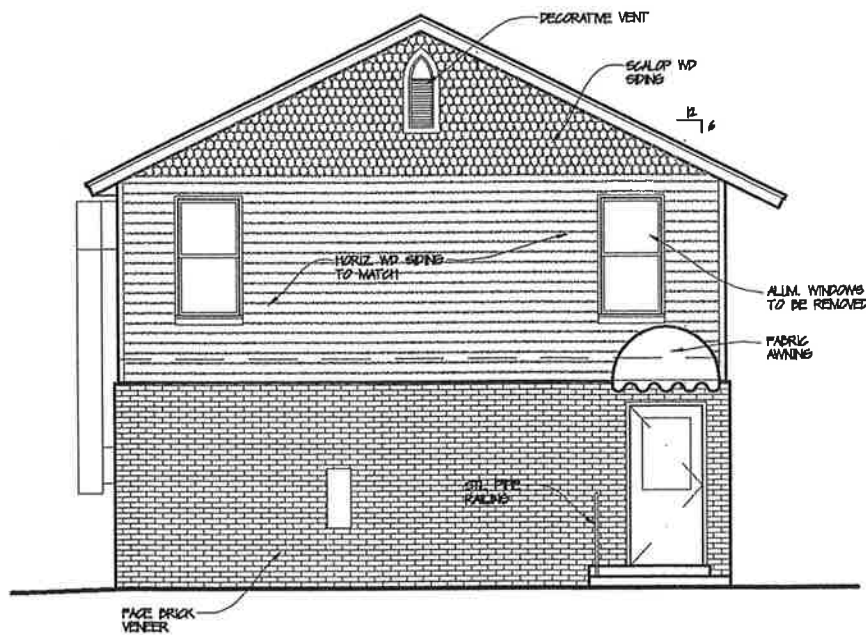
**PROJECT** HISTORIC RESOURCES COMMISSION  
**HURONOUT LLC**  
631 N. DIVISION ST. CARSON CITY, NEVADA  
**SHEET TITLE** GROUND LEVEL FLOOR PLAN

**ROBERT M. DARNEY**  
**ARCHITECT**  
Design Development Planning  
4590 HOT SPRINGS RD., CARSON CITY, NV 89706  
PHONE: (775)883-3444 FAX: 882-4016  
E-MAIL: darneyarch@bcsglobal.net

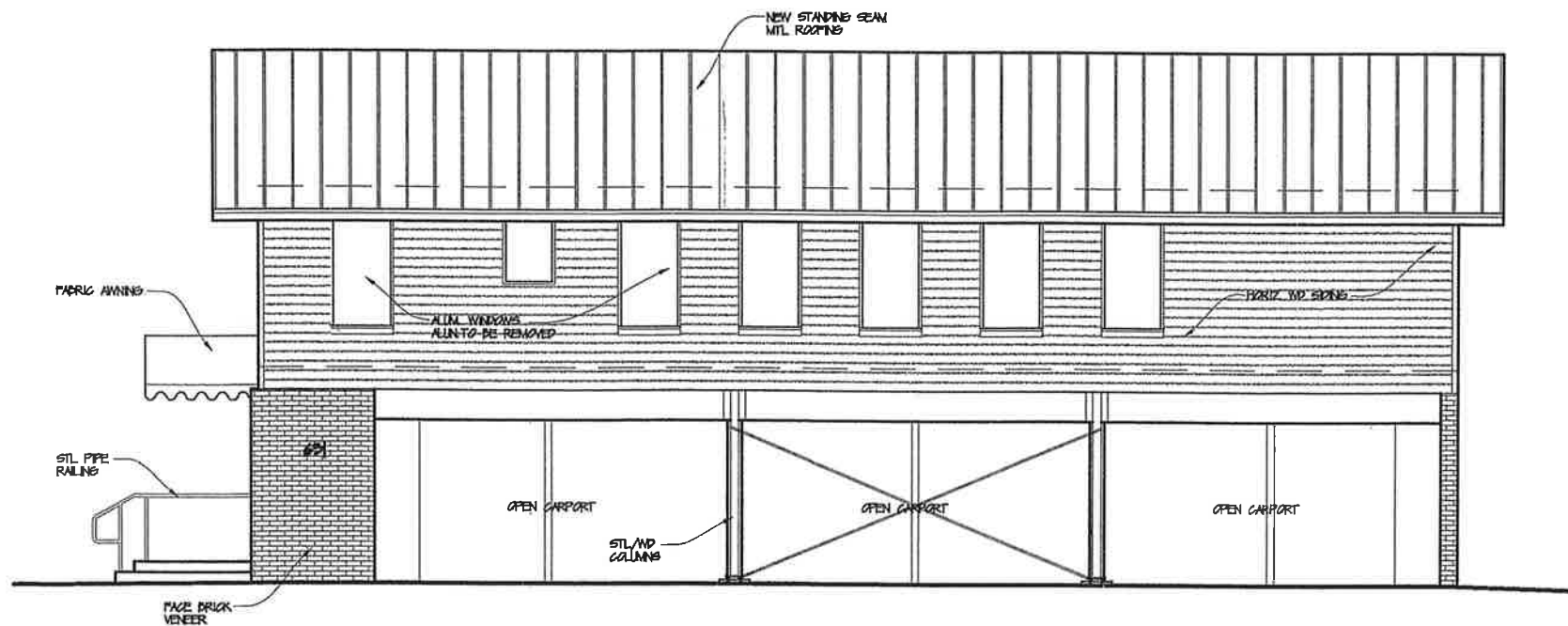
REMARKS	BY

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DESIGN BY: RMD  
DRAWN BY: RMD  
SCALE: AS SHOWN  
SHEET No. A1 14

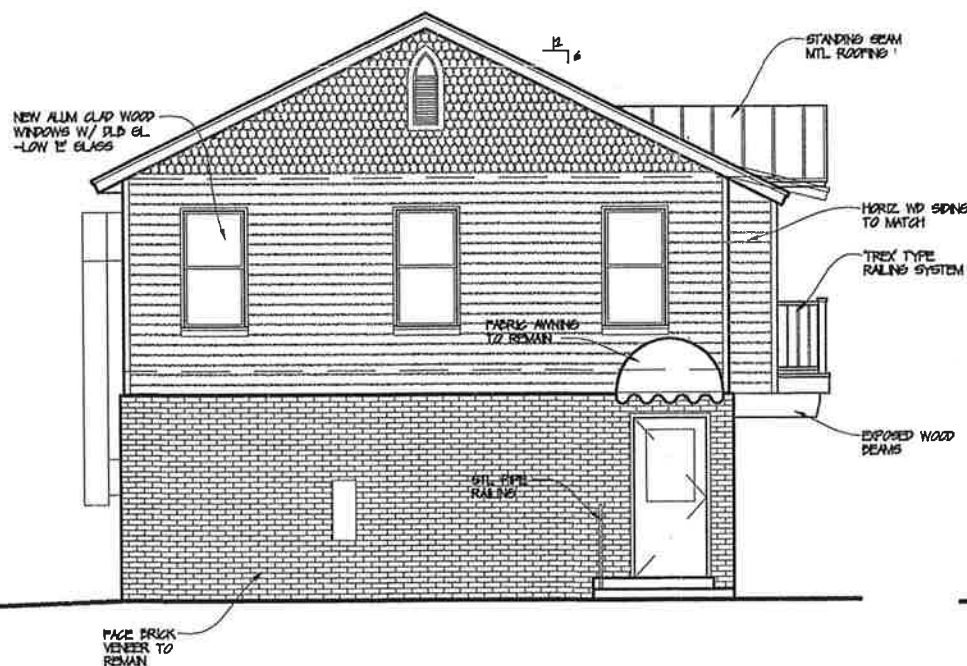




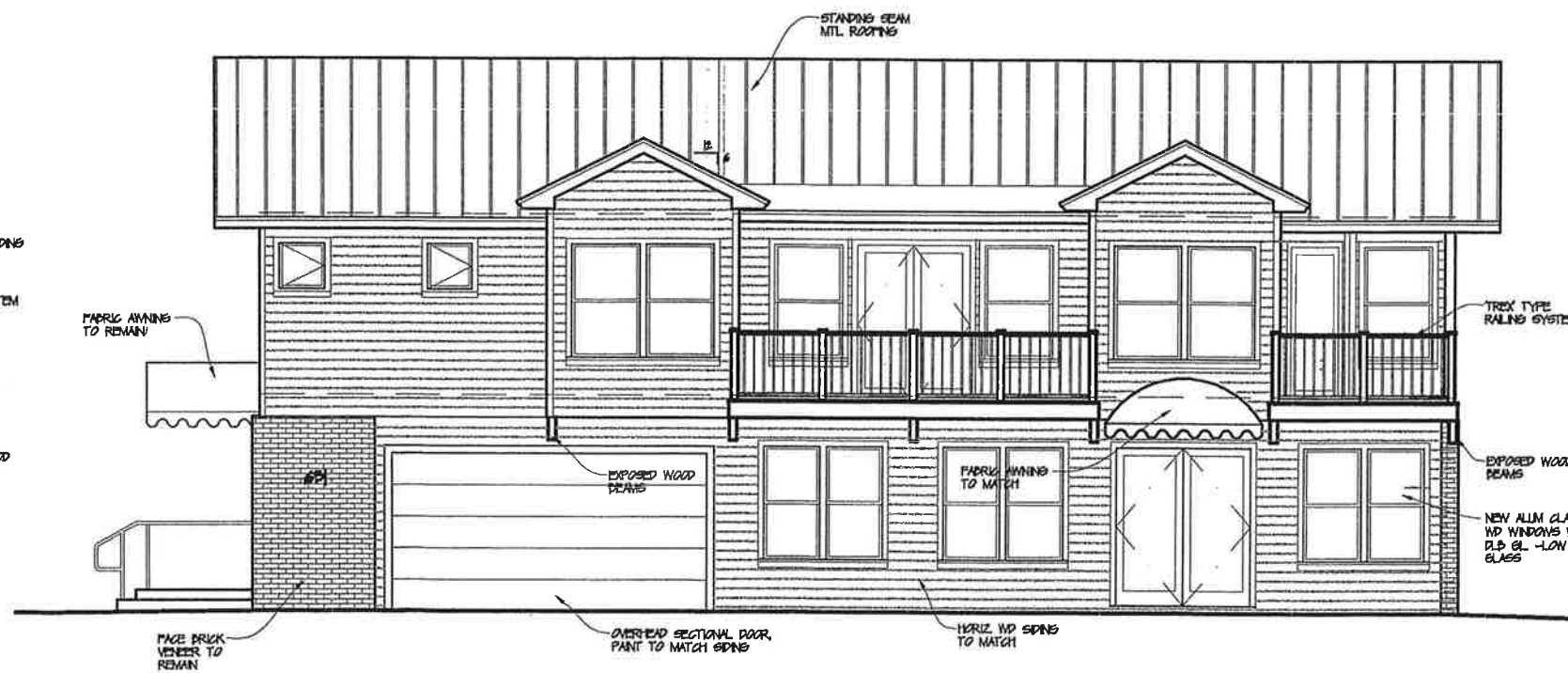
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Existing WEST ELEVATION  
SCALE: 1/8"=1'-0"



Proposed NORTH ELEVATION  
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Proposed WEST ELEVATION  
SCALE: 1/8"=1'-0"

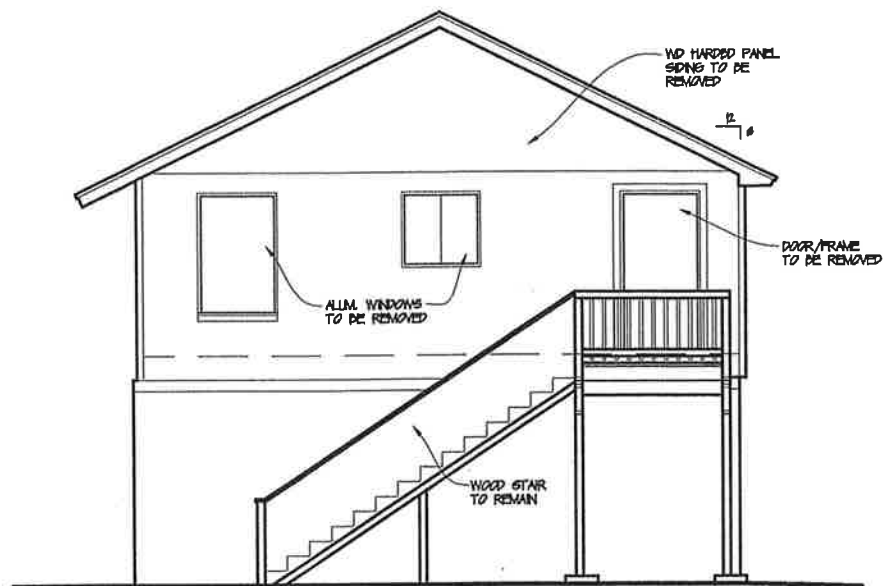


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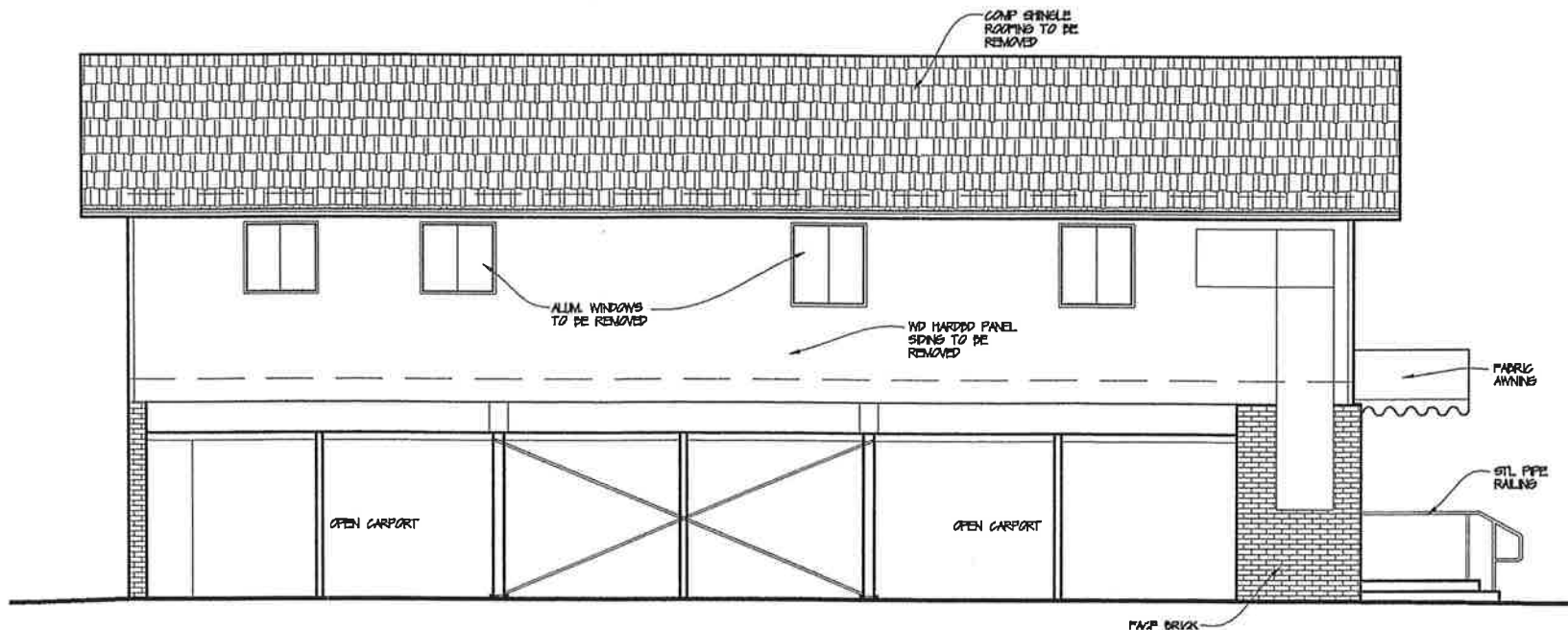
REMARKS	BY

PROJECT: HISTORIC RESOURCES COMMISSION  
HURONOUT LLC  
631 N. DIVISION ST. CARSON CITY, NEVADA  
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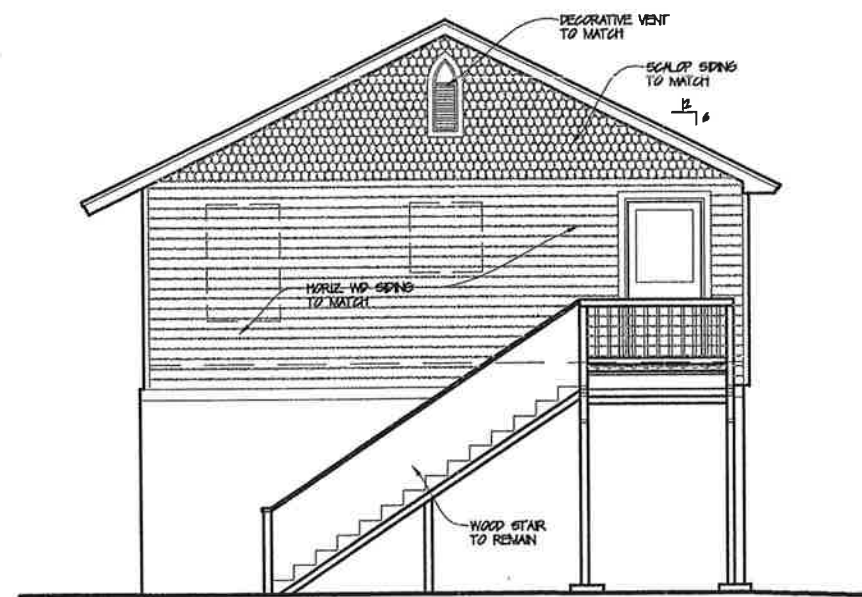
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Existing SOUTH ELEVATION  
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Existing EAST ELEVATION  
SCALE: 1/8"=1'-0"



Proposed SOUTH ELEVATION  
SCALE: 1/8"=1'-0"



Proposed EAST ELEVATION  
SCALE: 1/8"=1'-0"



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REMARKS	BY

PROJECT: HISTORIC RESOURCES COMMISSION  
**HURONOUT LLC**  
631 N. DIVISION ST. CARSON CITY, NEVADA  
SHEET TITLE: SOUTH & EAST EXTERIOR ELEVATIONS

DATE: 7/16/15  
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DRAWN BY: RMD  
SCALE: AS SHOWN  
SHEET No.

A3  
16

FILE/PROJECT