

**STAFF REPORT FOR THE HISTORIC RESOURCES COMMISSION MEETING OF  
SEPTEMBER 10, 2015**

**FILE NO:** HRC-15-076

**AGENDA ITEM:** F-1

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

**REQUEST:** Approval of a request from Alpine Signs (property owner: Minnesota Street Properties, LLC) to install a double-faced freestanding sign on property zoned Residential Office (RO), located at 707 N. Minnesota Street, APN 003-235-01.

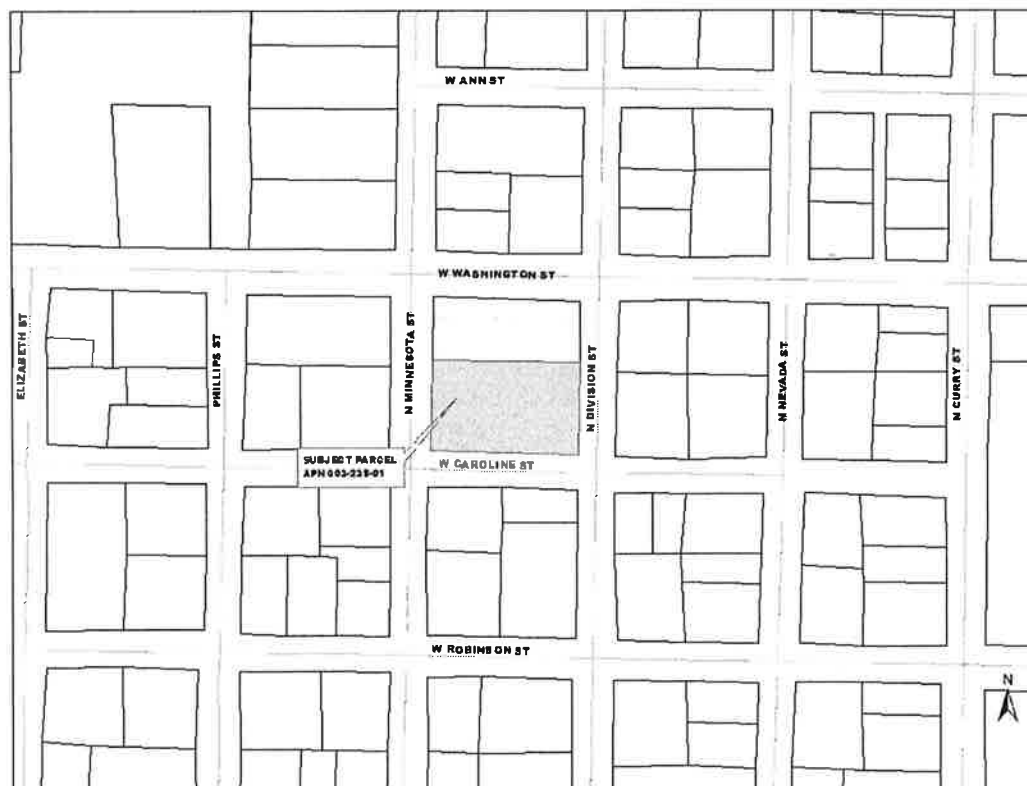
**APPLICANT:** Alpine Signs

**OWNER:** Minnesota Street Properties, LLC

**LOCATION:** 707 N. Minnesota Street

**APN:** 003-235-01

**RECOMMENDED MOTION:** "I move to approve HRC-15-076, a request from Alpine Signs (property owner: Minnesota Street Properties, LLC) to install a double-faced freestanding sign on property zoned Residential Office, located at 707 North Minnesota Street, APN 003-235-01, based on the findings and conditions of approval outlined in the staff report, the Standards and Guidelines for Rehabilitation, 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. A Sign Permit issued through the Building Division will be required.
6. The applicant shall submit a copy of the signed Notice of Decision and conditions of approval with the Sign Permit application.
7. All projects and improvements must be performed in accordance with Nevada State Revised Statutes (NRS) 623 and 624 and Carson City Municipal Code (CCMC) 15.05.020.
8. Any repairs, replacements and alterations must comply with 2012 International Building Codes, 2012 Uniform Plumbing Code, Uniform Mechanical Code or 2012 International Mechanical Code, 2012 Fuel Gas Code, 2011 Electrical Code, Adopted International Energy Conservation Code and 2012 Northern Nevada Amendments.
9. All contractors are required to carry State and local license.
10. 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 Interiors Standards.

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

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

**ZONING:** Residential Office (RO)

**PREVIOUS REVIEWS:**

None

## **DISCUSSION:**

The subject property is a one story building that was the site of the original West Side Hospital, constructed in 1860. A large addition was built on the west side of the historic structure in 1986, according to the Assessor's records. The building has been vacant for the past few years but prior to that it housed medical offices. The building is approximately 4,992 square feet.

The applicant is proposing the placement of a double-sided freestanding sign on the western side of the property, at the entrance of the existing parking lot from Minnesota Street. The freestanding sign is approximately four feet tall by four feet wide, with a 20 inch base from ground level to the bottom of the signage. The total size of the sign is 16 square feet. The sign is proposed to be constructed of wood with aluminum overlays to accommodate the names of the building's tenants. The sign will be supported by two four-inch by four-inch wood posts with decorative tops.

Pursuant to Carson City Development Standards, Division 5 – Historic District, the sections outlined below apply to the proposed improvements for signage.

### **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.*

The proposed signage is not excessively large and is not proposed to have lighting or illumination of any kind. The proposed signage finishes and colors are very subtle and are compatible with the buildings in the Historic District.

The Carson City Development Standards, Division 4.7.3 Office Building Uses allows all office buildings one freestanding sign not to exceed 32 square feet. In addition, Carson City Municipal Code, Section 18.06.135, states that signs in the Historic District shall be limited to a single sign for each street frontage. The proposed signage meets these requirements.

## **PUBLIC COMMENTS:**

Public notices were mailed to the adjacent property owners to the subject parcel in accordance with the provisions of NRS and CCMC 18.02.045 on August 28, 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 and 624 and Carson City Municipal Code (CCMC) 15.05.020.
2. Any repairs, replacements and alterations must comply with 2012 International Building Codes, 2012 Uniform Plumbing Code, Uniform Mechanical Code or 2012 International Mechanical Code, 2012 Fuel Gas Code, 2011 Electrical Code, Adopted International Energy Conservation Code and 2012 Northern Nevada Amendments.
3. All contractors are required to carry State and local license.

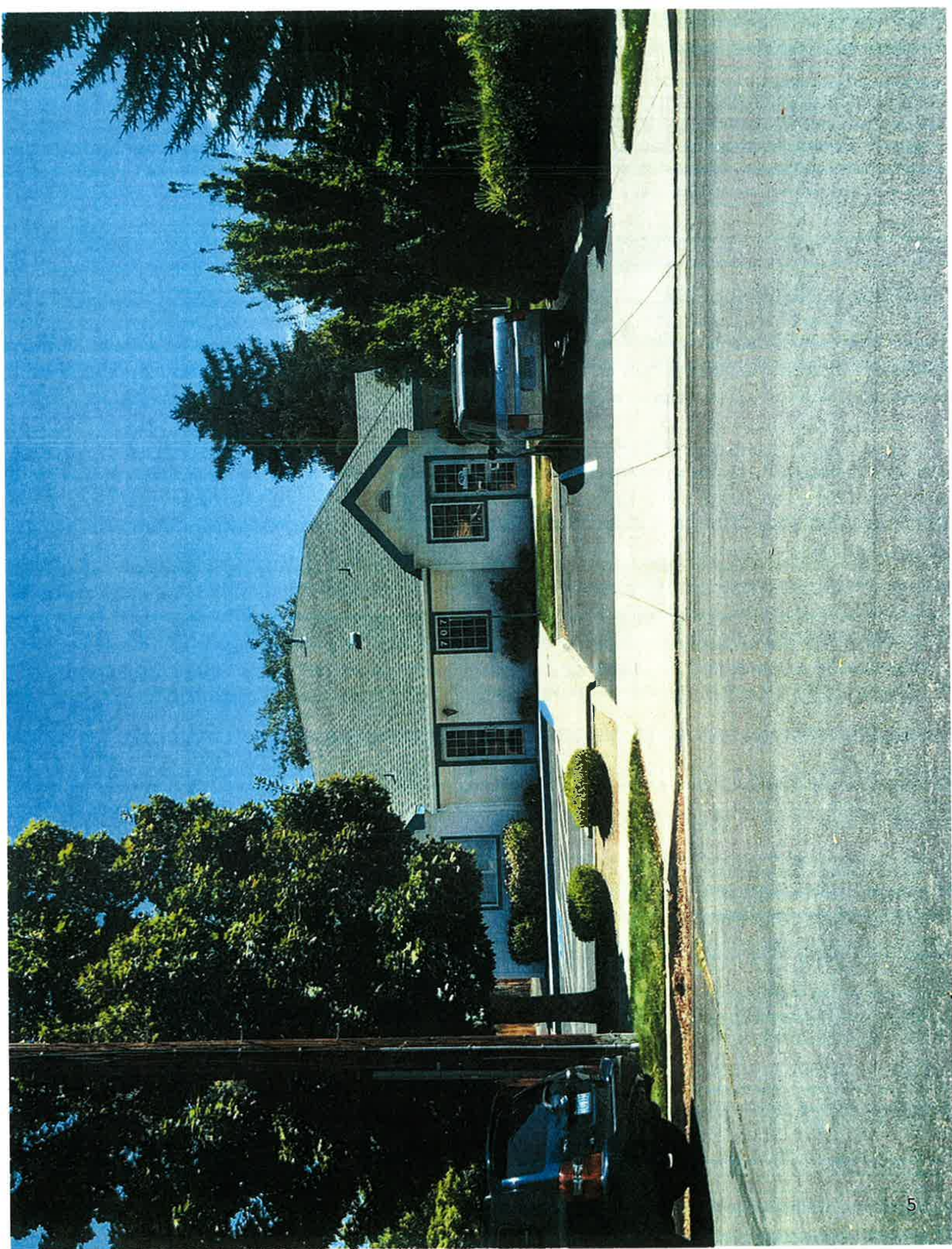
**Engineering Division Comments:**

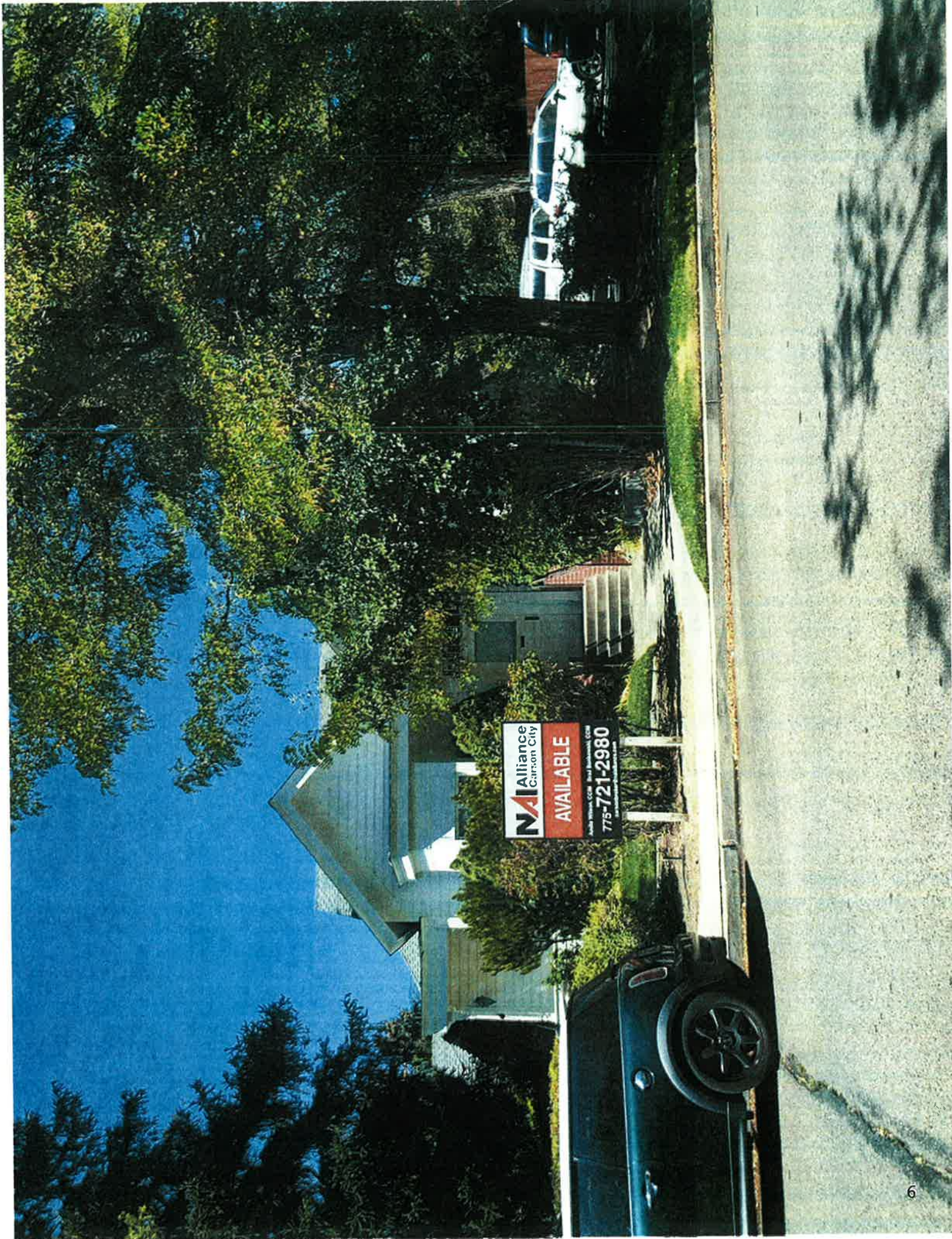
No preference or objection to the request. There is a possible fault zone on the site.

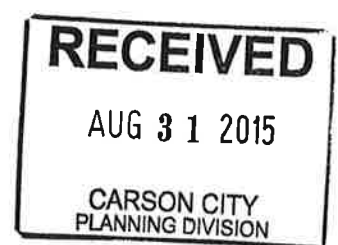
With the recommended conditions of approval and based upon the project complying with the Carson City Historic District Guidelines, the Historic Resources Commission Policies, and that the plans as submitted are in general conformance, it is recommended that the Historic Resources Commission approve the application submitted for HRC-15-076 subject to the recommended conditions of approval within this staff report.

**Attachments:**

Site Photos  
Building and Engineering Comments  
Historical Survey  
Application (HRC-15-076)







August 31, 2015

HRC 15-076:

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. Any Repairs, Replacement, and Alterations must comply with 2012 International Building Codes, 2012 Uniform Plumbing Code, Uniform Mechanical Code or 2012 International Mechanical code, 2012 Fuel Gas Code, 2011 Electrical Code, Adopted International Energy Conservation Code, and 2012 Northern Nevada Amendments.
3. All Contractors are required to carry State and local license.

Shawn Keating CBO

Building Official

Carson City Community Development Department

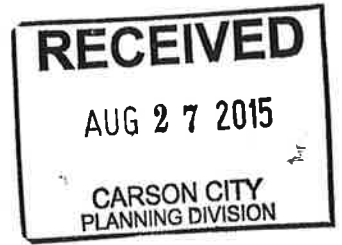
Web page <http://www.carson.org/index.aspx?page=172>

[skeating@carson.org](mailto:skeating@carson.org)

Office 775-887-2310 X 7052

Fax 775-887-2202

Cell 775-230-6623



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

707 N Minnesota St  
File Number HRC 15-076

**To:** Historic Resources Commission

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

**Date:** August 27, 2015

**Subject Title:**

Review of a Historic Resources Commission application for a free standing sign at 707 N Minnesota St, apn 03-235-01.

**Recommendation:**

Development Engineering has no preference or objection to the request

There is a possible fault zone on site.

**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.

**NEVADA STATE HISTORIC PRESERVATION OFFICE  
HISTORIC RESOURCES INVENTORY FORM**

**For Office Use Only**

YR Built \_\_\_\_\_  
NR Eligible? Y / N  
District? Y / N

**1. PROPERTY NAME**

**1A. Historic Name**

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**1B. Current/Common Name**

707 N Minnesota St.
---------------------

**2. PROPERTY ADDRESS**

Street Address	707 N Minnesota St
City, Zip Code	Carson City, NV 89703
County	Carson City County (formerly Ormsby County)

**3. PROPERTY OWNERSHIP**

**3A. Original Owner**

Name	
------	--

**3B. Current Owner**

Name	Minnesota Street Properties LLC
Mailing Address	907 Spencer St., Carson City, NV 89701
Assessor's Parcel Number (APN)	003-235-01

**4. CURRENT PROPERTY STATUS**

X	Occupied		Vacant
	Other (please specify)		

**5. PROPERTY USE**

**5A. Current Use**

	Residential - SF	X	Commercial		Religious
	Educational		Governmental		Industrial
	Other (please specify)				

**5B. Historic Use**

<input type="checkbox"/>	Residential	<input type="checkbox"/>	Commercial	<input type="checkbox"/>	Religious
<input type="checkbox"/>	Educational	<input type="checkbox"/>	Governmental	<input type="checkbox"/>	Industrial
X	Other - Institutional				

**6. CURRENT ACCESS**

<input type="checkbox"/>	Permitted-local public resource	X	By owner permission only
<input type="checkbox"/>	Permitted-state public resource	<input type="checkbox"/>	Restricted
<input type="checkbox"/>	Permitted-federal public resource	<input type="checkbox"/>	Other (specify)

**7. ACREAGE**

.420	<input type="checkbox"/>	Estimated
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**9. PROPERTY LOCATION****8A. UTM Location/Reference(s)**

Zone 11 260753E E 4338858N (NAD27) (Approximate)

**8B. Township/Range/Section/Map**

T15N, R20E, Sec 19, Mt. Diablo Base Meridian

**9. RESOURCE DESCRIPTION****9A. Resource Type**

X	Building	<input type="checkbox"/>	Structure	<input type="checkbox"/>	District	<input type="checkbox"/>	Object	<input type="checkbox"/>	Site
<input type="checkbox"/>	Other (specify)								
<input type="checkbox"/>	Contributing element to a historic district (specify district name)								

**9B. Exterior Resource Features**

<input type="checkbox"/>	Basement	1	Number of stories
X	Porch	<input type="checkbox"/>	Balcony
<input type="checkbox"/>	Dormer(s)	<input type="checkbox"/>	Chimney
<input type="checkbox"/>	Other (please specify)		

**9C-F. Materials and Systems (See instructions and enter codes from Appendix A)**

9C. Roofing Material(s)	9D. Exterior Surface Material(s)
R-3 Composition Shingle	ES-19 Shiplap; ES-25 Other – manufactured wood
9E. Building Structural System	9F. Foundation Structural System
SS-9 Wood - Platform	F-2 Concrete

**9G. Written Description**

See continuation sheet

**9H. Associated Structures/Features**Associated structures/features (submit *Associated Structures Summary*)

Yes

X

No

**9I. Integrity**

X	Original site		
X	Altered (describe on continuation sheet)	Date altered	1996; see 9I
	Moved	Date moved	
Moved from			

**9J. Condition**

X	Good		Fair
	Poor		Ruins

**9K. Threats**

None known

**10. RESOURCE DATE AND SIGNIFICANCE****10A. Architect/Engineer/Designer**

Unknown

**10B. Builder/Contractor**

Unknown

**10C. Architectural Style/Period (See Appendix B)**

Neo-eclectic

**10D. Construction Date(s)**

1860

Circa (Assessor)

**10E. Date(s) of Significance**

1996

**10F. Historic Resource Theme (See Appendix C)**

Townsite Development and City Planning
--

**10G. National Register Eligibility (See Appendix D)**

	Listed	Date Listed	
	Eligible under:		
	Criterion A	Criterion B	Criterion C
	Other (specify)		
X	Not Eligible for the National Register		
	Unevaluated		

**10H. Justification**

Building is lacking in integrity; see 9I
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**11. BIBLIOGRAPHY**

See continuation sheet
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**12. FORM INFORMATION**

Report Number/Name	Carson City Mid-Century Survey Phase I
Date Surveyed	May 7, 2007
Surveyor Name	Diana J. Painter, PhD
Company	Painter Preservation & Planning
Address	2685 A Petaluma Blvd. N., Petaluma, CA 94952
Telephone Number	(707) 658-0184

**13. ATTACHED DOCUMENTATION**

X	Continuation sheets
X	Photographs
X	Location maps
	Plans
	Other (please specify)
	Associated Structures Summary Form
	Historic District Addendum (if applicable)

NEVADA STATE HISTORIC PRESERVATION OFFICE  
HISTORIC RESOURCE INVENTORY FORM  
CONTINUATION SHEET

Property Name: 707 N Minnesota St

City, County: Carson City, /County

SECTION NO. \_\_\_\_\_ 9G \_\_\_\_\_ PAGE NO. \_\_\_\_\_ 3 \_\_\_\_\_



East and north facades

This is a one-story building consisting of the original building, at the corner of Caroline and Division Streets, with a large addition to the west, addressed as 707 N. Minnesota Street. The original building, which has a construction date of 1860 according to Assessor records, was the original West Side Hospital. Today it is a medical clinic. The new portion of the building was constructed in 1996.

The entire building is a large structure occupying a full half block, with an irregular footprint. Parking is located west and north of the building. It is wood frame construction with horizontal board siding on the original portion and manufactured wood siding on the new portion. The foundation is perimeter concrete and the roof is composition shingle.

The original portion of the building, which is centered on the lot facing Division Street, has a double-gable roof facing west with cross gables facing north, south and east. The west-facing gable to the north on the east façade is larger than the gable on the south side. Below the gables is a very shallow hipped roof which spans the two canted bays and recessed entry underneath. To the left (south) of this front façade is a shallow-pitched

NEVADA STATE HISTORIC PRESERVATION OFFICE  
HISTORIC RESOURCE INVENTORY FORM  
CONTINUATION SHEET

Property Name: 707 N Minnesota St

City, County: Carson City, /County

SECTION NO. 9G PAGE NO. 3

shed roof which covers a second front entry, facing south. It is supported by a single turned post. This portion of the front building is new, dating to 1996.

The west-facing front entry is under the left side of the larger, northerly bay, centered between the bay windows. It has a broad, paneled door with a single fixed light in the upper portion. Above is a multi-light transom window with colored glass. Above this, between the transom and the porch ceiling is a heavy architrave lintel mounted on decorative console. The entry is accessed via four concrete steps, which are flanked by a low brick walls and a tubular metal rail. The bays on each side of the entry extend nearly to the ground. They each have two vertically-oriented lights in the center and a narrow, single light on the canted face. Below each of these lights is another fixed light that extends from about 4'-0" above grade to the floor plate. Above the upper lights is a simple panel and above that a deep, plain frieze.

On the south-facing façade of this portion of the building, the original gable with broad frieze band is above, and the newer addition with a nearly flat shed roof is below. The porch is supported by a turned post on an enclosed rail. The entry door has a large single light with false muntins. The face of this addition has two multi-light windows with vinyl frames, narrow surrounds and false muntins. The north-facing gable on this portion of the building has also been re-configured. It has a multi-light window closely centered under the gable, and another multi-light window to the left. Under the gable is a round, louvered vent.

The main, newer portion of the building has a large, over-arching broken hip roof, with lower projecting gables on the north, south and west facades. The ridgeline for this roof is slightly lower than that of the gable end on the original structure. The south-facing gable forms a continuous plane with the roof of the older structure on the south face, but is slightly lower than the original roofline on the north face. The ridgeline extends east-west, paralleling Caroline Street. Siding is manufactured wood siding in a horizontal board design. This portion of the building has a perimeter concrete foundation and composition shingle roof. Windows are vertically oriented; multi-light windows with fixed single or two-light sliding sash, vinyl frames, narrow simple surrounds, and false muntins. Surrounds are narrow, of manufactured wood. Eaves are narrow, fronted by a fascia board and false eave returns on the gable ends. The vents under the gable ends have a half-round shape and louvers. The main entrance on the west façade has two entry doors. The main entrance on the north façade has an entry door under a projecting gable.

NEVADA STATE HISTORIC PRESERVATION OFFICE  
HISTORIC RESOURCE INVENTORY FORM  
CONTINUATION SHEET

Property Name: 707 N Minnesota St

City, County: Carson City, County

SECTION NO. 9I PAGE NO. 3

Changes over time. The Assessor data for this building provides a date of 1860. The building appears on the 1875 bird's-eye illustration of Carson City on an otherwise vacant block (except for a small building in the northwest corner), surrounded by trees. It appears on the 1885 Sanborn map with a stable and two sheds in the northwest corner, but otherwise in apparently the same configuration as shown in the earlier drawing. The building remained identical through the 1941 Sanborn map.

In 1996 houses at 412 Caroline Street and 703 Minnesota Street and a portion of the house at 706 N. Division (the original hospital) were demolished to make way for the new 4,980 sq. ft. medical office building. Approximately half of the original building, which had been expanded from 1941, was removed; the rear portion and additions on the north and south façades of the front portion. The new addition was constructed in 1996.

The building retains integrity of location and setting. It does not retain integrity of design, materials, workmanship, feeling and association.

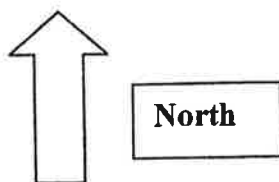
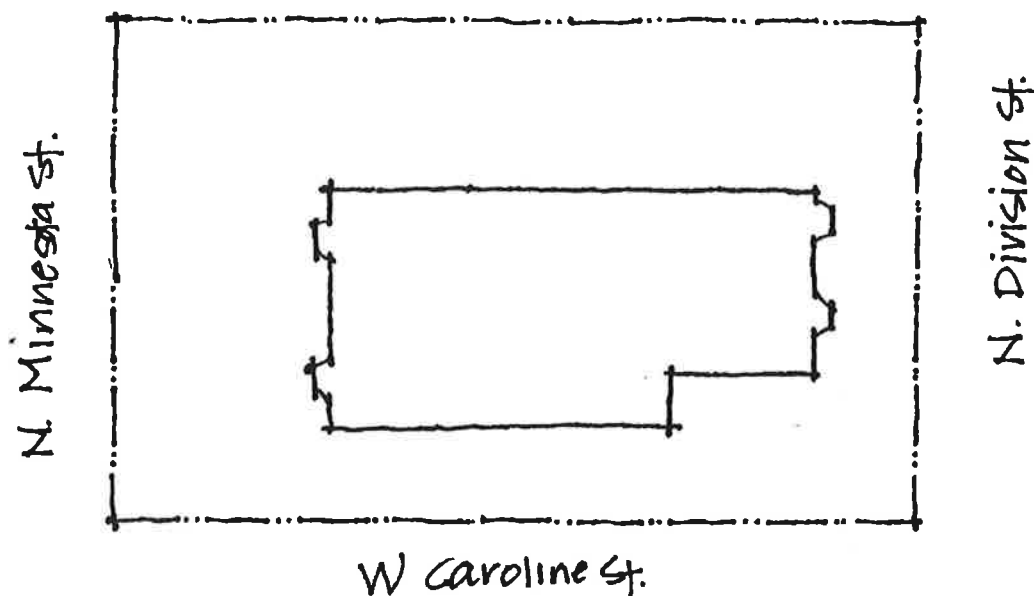
NEVADA STATE HISTORIC PRESERVATION OFFICE  
HISTORIC RESOURCE INVENTORY FORM  
CONTINUATION SHEET

Property Name: 707 N Minnesota St

City, County: Carson City, /County

SECTION NO. Sketch map

PAGE NO. \_\_\_\_\_



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:

FILE # HRC - 15 - HRC - 15 - 076

## HISTORIC RESOURCES COMMISSION

RECEIVED

AUG 14 2015

CARSON CITY  
PLANNING DIVISION

APPLICANT PHONE #

ALPINE SIGNS

MAILING ADDRESS, CITY, STATE, ZIP

1902 IDAHO STREET

EMAIL ADDRESS

Alpine sign @ aol.com

PROPERTY OWNER PHONE #

MINNESOTA STREET PROPERTIES LLC

MAILING ADDRESS, CITY, STATE, ZIP

90 187 SONOMA STREET CC, NV. 89701

EMAIL ADDRESS

APPLICANT AGENT/REPRESENTATIVE PHONE #

CATHY DELTCH

MAILING ADDRESS, CITY, STATE, ZIP

1902 IDAHO ST CC NV

EMAIL ADDRESS

alpine sign @ aol.com

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:

Lee Plemel

Submittal Deadline: See attached HRC application submittal schedule.

Project's Assessor Parcel Number(s):

003-235-01

Street Address

707 MINNESOTA

CC, NV

ZIP Code

89701

Project's Master Plan Designation

Project's Current Zoning

RESIDENTIAL/OFFICE

Nearest Major Cross Street(s)

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.

ONE DOUBLE FACE TENANT SIGN WITH TWO 4' x 4' WOOD POSTS WITH DECORATIVE TOPS

SIGN IS 4' x 4' x 1/2" WOOD SIGN (SIGN BOARD) WITH ALUMINUM OVERLAYS FOR TENANT NAMES

INSTALLED WITH CONCRETE ON MINNESOTA STREET IN THE WEST SIDE (LANDSCAPED) AREA OF PARCEL

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:

FRONT IDENTIFICATION FOR NEW TENANTS

#### 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

Owner's Printed Name

Applicant's/Agent's Signature

Applicant's/Agent's Printed Name

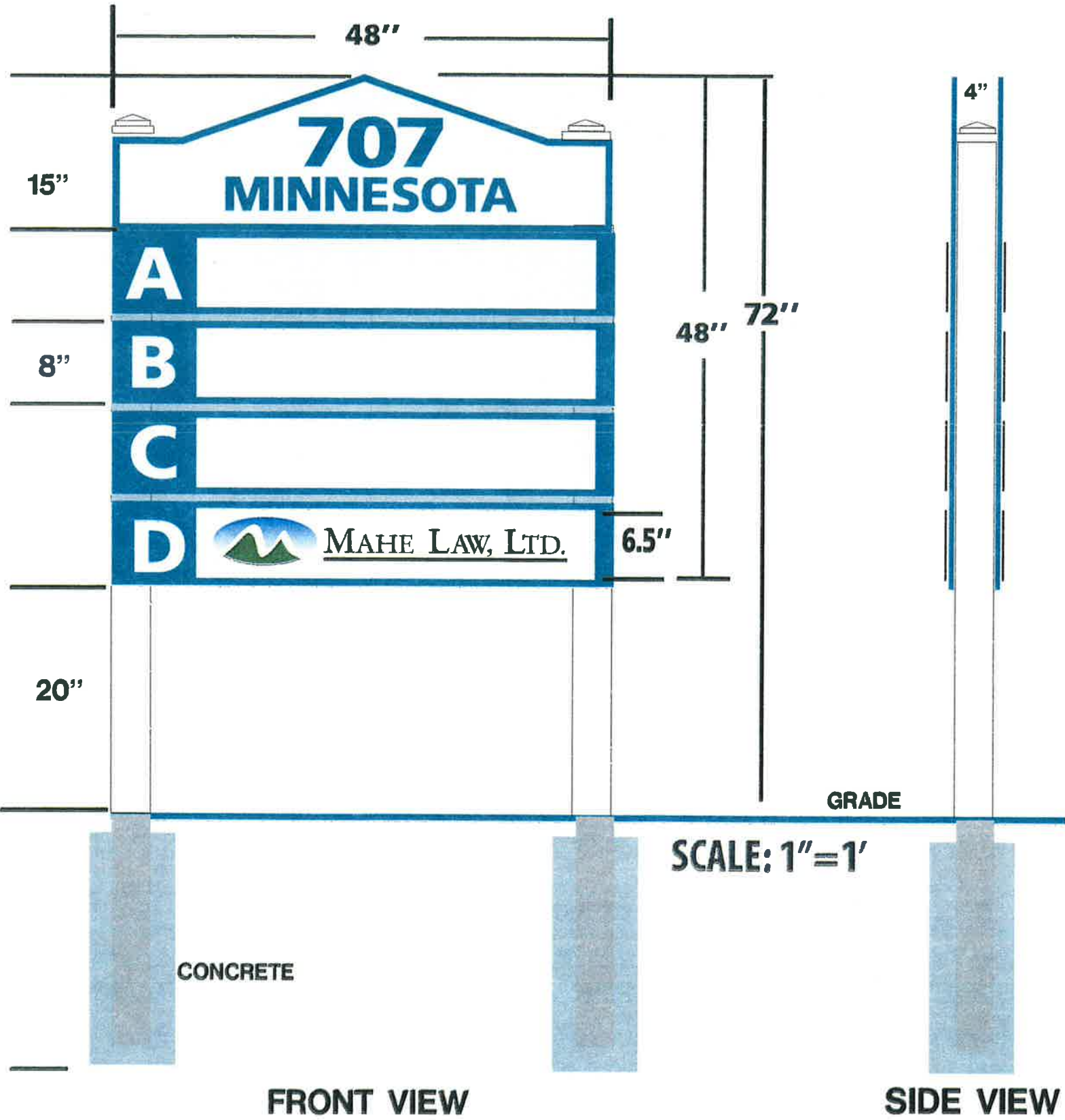
# SIGN SPECS

SIGN TYPE • WOOD POST & PANEL

MOUNTING • SCREWS

16 SQUARE FOOT OF SIGNAGE

- PAINT 1/2" DURAPLY SHADOW BLUE WITH WHITE LETTERS FOR SUITES  
TWO 4'X4' SINGLE FACE SIGNS BACK TO BACK
- ATTACH DURAPLY TO POSTS WITH SCREWS #10x2"
- ATTACH 6.5"x38" ALUMINUM WITH SCREWS #8x1"
- TWO WOOD 4"x4"x7' POSTS WITH DECORATIVE TOPS
- 16 SQUARE FEET OF SIGNAGE
- 1.3 SQ. FT. FOR MAHE LAW DOOR LETTERING



1902 IDAHO ST.  
CARSON CITY, NV.  
O/775.883.9259  
F/775.883.9266

Project No.		Location	CARSON PROPERTIES
Date	8-4-15	Location	707 S. MINNESOTA
Revision	1	Sales Rep.	ML

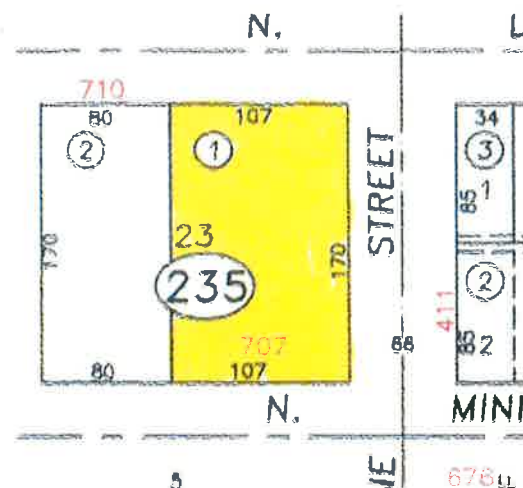
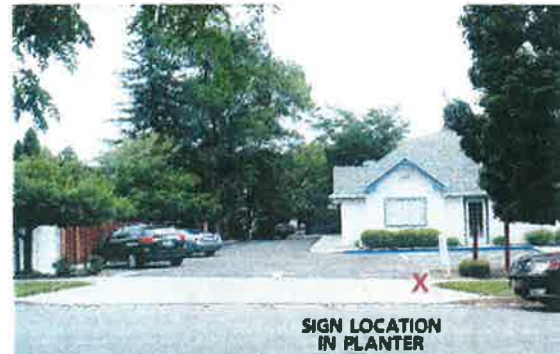
707 N. MINNESOTA  
APN 003-235-01  
ZONING  
RESIDENTIAL/OFFICE  
PAGE: 1

ALPINE SIGNS  
1902 IDAHO ST. C.C., NV  
775-883-9259  
CATHY DEITCH Q. E.  
NV LIC 41983 C-6  
LIMIT \$28,000 EXP. MAY 2016

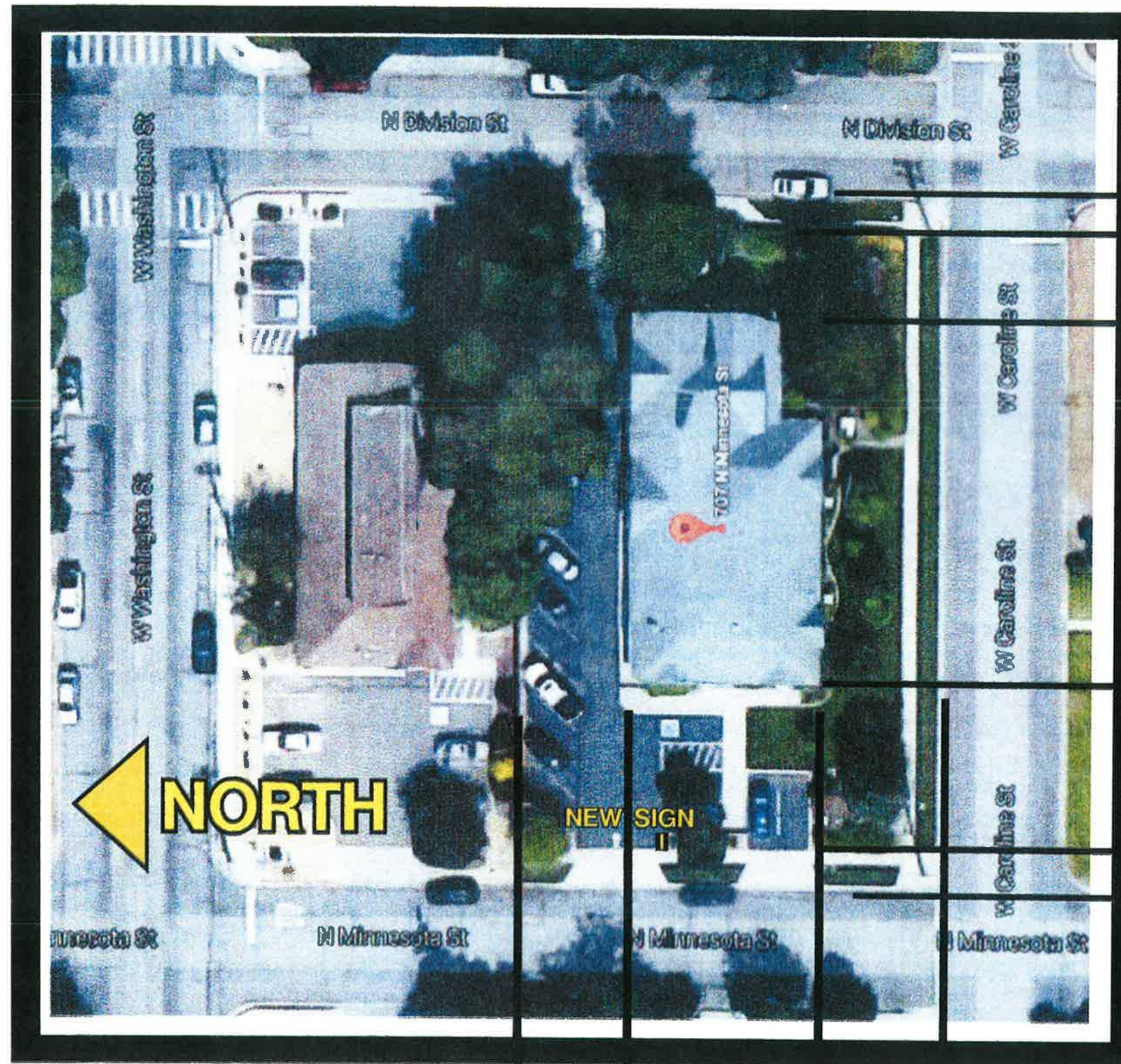
# PLOT MAP

SIGN TYPE • WOOD POST & PANEL

16 SQUARE FEET OF SIGNAGE



707 N. MINNESOTA



SCALE .75"=26'

29'

53'  
BUILDING  
FRONTAGE

25'

10'

24'

82'

44'

10'

1902 IDAHO ST.  
CARSON CITY, NV.  
O/775.883.9259  
F/775.883.9266

Project No:	81015	Location:	CARSON PROPERTIES
Date:	8-4-15	Location:	707 N. MINNESOTA
Revision:	1	Sales Rep:	ML

707 S. MINNESOTA  
APN 003-235-01  
ZONING  
RESIDENTIAL/OFFICE  
PAGE: 2

ALPINE SIGNS  
1902 IDAHO ST. C.C., NV.  
775-883-9259  
CATHY DEITCH Q. E.  
NV LIC 41583 C-6  
LIMIT \$25,000 EXP. MAY 2016