



Community Development Department

108 E. Proctor Street
Carson City, Nevada 89701
(775) 887-2180 – Hearing Impaired: 711

Date: May 27, 2016

To: Redevelopment Authority Citizens Committee
Meeting of June 6, 2016

From: Lee Plemel, Director

Subject: Façade Improvement Grant Application Review and Approval

RECOMMENDED RACC MOTION: I move to approve \$_____ in Redevelopment Façade Improvement Program grant funding to [property address], subject to the required conditions of approval in the staff memo. (Repeat the motion for each application for which funding is awarded.)

BACKGROUND: The Redevelopment Authority/Board of Supervisors approved the Façade Improvement Program (FIP) on May 3, 2016. The approval included authorizing the allocation of \$150,000 in FY 2015-16 (current fiscal year) and \$50,000 in FY 2016-17 (fiscal year beginning July 1, 2016), for a total of \$200,000. The RACC has final approval authority for all allocated FIP funding.

The Resolution authorizing the FIP (attached) includes all the requirements related to the program. The Resolution established that applications would initially be accepted by April 15 for review by the Redevelopment Authority Citizens Committee (RACC) on May 2, 2016, with subsequent applications accepted and reviewed on a first-come, first-served basis until funding is exhausted. The RACC reviewed nine applications on May 2 but only considered two of the applications for which the applicants were present. The remainder of the applications were continued to the June 6 meeting. The RACC awarded \$16,250 in program funding on May 2, leaving \$183,750 available for the remainder of the applications and any additional applications that are submitted. In addition to the seven applications that were continued to the June 6 meeting, two additional applications have been received by staff and have been added to this agenda for RACC's consideration. Staff will schedule monthly RACC meetings, as necessary, to review any applications submitted after this review cycle.

DISCUSSION:

The general purpose of the FIP is stated in the preamble of the enacting Resolution, and includes: to improve the appearance of commercial areas through building rehabilitation; to engage the business owners in the revitalization process and assisting in the reuse of vacant buildings; to create an incentive program to be an integral part of Carson City's private-public partnership initiatives to retain and expand businesses in Carson City; and to stimulate investment in properties and improve the desirability of properties within Redevelopment Areas 1 and 2 by improving the exterior appearance of buildings.

The detailed eligibility requirements of the FIP are as follows:

- **Eligible Properties:** All commercial properties within Redevelopment Areas 1 and 2 are eligible to apply for Façade Improvement Program funds.
- **Ineligible Properties:** Ineligible properties include properties already receiving tax incentives or other financial incentives from the City, residentially-zoned properties, buildings that were constructed within the last five years, properties for which property taxes are owed and not paid up to date, and properties with outstanding or unresolved code enforcement issues.
- **Eligible Improvements:** All exterior building façade and signage updating and maintenance, including but not limited to painting, lighting, awnings, doors, fascia, and other decorative elements are eligible to receive Façade Improvement Program funds. Landscaping is not an eligible expense.
- **Maximum Façade Improvement Program Funding:** The maximum Façade Improvement Program funding that may be awarded is \$25,000 per property individual Assessor's Parcel Number, subject to authorization of Program funding by the Board of Supervisors.
- **Required Property Owner Matching Funds:** The property owner shall pay a minimum of 50% of the total project costs. Total project cost includes construction and all expenses incurred in the preparation and permitting of plans for the improvements, including building permit fees, design work, and construction drawings.

Attached is an email sent from City Supervisors Abowd and Bonkowski to RACC members through RACC Chairperson Ronni Hannaman regarding various aspects of the Façade Improvement Program. This email is being included in this packet in compliance with Open Meeting Law requirements.

The RACC may consider these comments in reviewing the applications, but staff would like to offer clarification regarding statements in the email as well as by RACC members. While various members of the RACC or Board of Supervisors clearly had specific ideas in mind as to the initial purpose of the program, the final Resolution as adopted by the entire Board of Supervisors contains the legally adopted program guidelines and requirements. Awnings are clearly and expressly an eligible façade improvement.

FAÇADE IMPROVEMENT PROGRAM GRANT APPLICATIONS:

Following is a summary of the applications received with information included that pertains to the review criteria noted above. Available funding is adequate to award the amounts requested by all the applicants, as noted on the attached spreadsheet showing a summary of the approved and requested applications. Refer to the attached application packets for more detail and explanation.

Address: 318 N. Carson Street (Mystique restaurant, The Cigar Bar, various offices)

Requested funding (% of total project cost): \$18,218 (50% of \$36,436)

Improvement description: Improvements to Carson Street and Curry Street building frontages, including new paint, replace existing awnings and install new awnings, replace existing light fixtures.

Redevelopment Area #: 1

Staff analysis: The property is located within the Downtown Mixed Use (DTMU) zoning district. The building is significantly in its historic façade configuration and requires little more than

maintenance to be an example of good historic downtown building preservation. The proposed improvements meet the DTMU development standards (Division 6), including the addition of appropriate lighting and awnings, and Development Standards 6.6.11, Guidelines for the Renovation and Restoration of Existing Structures. The applicant must take care when cleaning existing brick surfaces and avoid abrasive cleaning, if possible, in compliance with the restoration guidelines.

Staff recommendation: Staff recommends funding the full amount requested.

Address: 308 N. Carson Street (Carson Jewelry & Loan)

Requested funding (% of total project cost): \$14,135 (50% of \$28,281)

Improvement description: Paint, new flags, new redesigned awnings, and new sign.

Redevelopment Area #: 1

Staff analysis: The property is located within the Downtown Mixed Use (DTMU) zoning district. Like other properties on this block, the building is significantly in its historic façade configuration and requires little in the way of modifications to be an example of historic downtown building preservation. The proposed improvements meet the DTMU development standards (Division 6), including the addition of awnings, and Development Standards 6.6.11, Guidelines for the Renovation and Restoration of Existing Structures. The applicant will be required to obtain an encroachment permit from the Public Works Department for the placement of awning support posts in the sidewalk. However, based on RACC comments, the applicant has proposed an alternate design for a self-supported awning that does not require supports into the sidewalk.

Staff recommendation: Staff recommends funding the full amount requested.

Address: 210 S. Carson Street (Office building)

Requested funding (% of total project cost): \$9,360 (50% of \$18,720)

Improvement description: Replacement dated stone and tile materials with updated materials.

Redevelopment Area #: 1

Staff analysis: The property is located within the Downtown Mixed Use (DTMU) zoning district. This property has clearly undergone façade modifications from its historic origin, with current improvements likely from the 1950's to 1970's era. The façade is in need of repair and upgrades. The proposed improvements meet the DTMU development standards (Division 6), including the addition of awnings, and Development Standards 6.6.11, Guidelines for the Renovation and Restoration of Existing Structures.

Staff recommendation: Staff recommends funding the full amount requested.

Address: 123 W. 2nd Street (Offices)

Requested funding (% of total project cost): \$8,638 (50% of \$17,276)

Improvement description: Paint trim, wash brick, and install two new awnings.

Redevelopment Area #: 1

Staff analysis: The property is located within the Downtown Mixed Use (DTMU) zoning district. The building is significantly in its historic façade configuration and requires little more than maintenance to be an example of good historic downtown building preservation. The proposed improvements meet the DTMU development standards (Division 6), including the addition of awnings, and Development Standards 6.6.11, Guidelines for the Renovation and Restoration of Existing Structures. The applicant must take care when cleaning existing brick surfaces and avoid abrasive cleaning, if possible, in compliance with the restoration guidelines.

The applicant has updated the request since the original application that was submitted for the May RACC meeting. The current application is for façade improvements only and does not include parking lot or patio improvements.

Staff recommendation: Staff recommends funding the full amount requested.

Address: 224 S. Carson Street (Mom & Pop's Diner, various shops on Third Street)

Requested funding (% of total project cost): \$25,000 (37% of \$67,607)

Improvement description: Various façade renovations and material upgrades for the property fronting Carson Street and the entire 3rd Street frontage.

Redevelopment Area #: 1

Staff analysis: The property is located within the Downtown Mixed Use (DTMU) zoning district. The property and the building façade stretch from Carson Street to Curry Street along the entire Third Street frontage, which is currently under construction to create a public plaza. The existing facades maintain much of the character of the historic buildings, but there is a mix of dated materials and the façade is in need of maintenance and upgrading. The proposed improvements meet the DTMU development standards (Division 6), and Development Standards 6.6.11, Guidelines for the Renovation and Restoration of Existing Structures.

The applicant has updated the request since the original application that was submitted for the May RACC meeting. The current application is for façade improvements only and does not include reroofing.

Staff recommendation: Staff recommends funding the full amount requested.

Address: 310 S. Carson Street (Historic St. Charles Hotel, Firkin & Fox restaurant)

Requested funding (% of total project cost): \$25,000 (35% of \$71,254)

Improvement description: Replace eight deck posts, including decorative trim; install new stairway to upper deck, replace existing 2nd floor deck at the rear (west side) of the building including decorative railings.

Redevelopment Area #: 1

Staff analysis: The property is located within the Downtown Mixed Use (DTMU) zoning district and the Historic District, and the property is on the National Historic Register. The work is being done as a result of old, worn-out materials that need replacement. The north side pillars are being replaced concurrently with the McFadden Plaza improvements currently under construction on 3rd Street. The stairs and deck are also being replaced on the west side of the building, along with the associated decorative railings. The proposed improvements meet the DTMU development standards (Division 6), and Development Standards 6.6.11, Guidelines for the Renovation and Restoration of Existing Structures. Historic Resource Commission approval will be required for the proposed work.

The proposed improvements include deck materials that may not typically be considered “façade” improvements. Staff is unclear on the percentage of the cost associated with the decking versus other maintenance improvements that are key visual elements of the building, though the visible elements appear to be a significant part of the work.

Staff recommendation: If the RACC determines that the deck meets the intent of the FIP, staff recommends funding the full amount requested. Façade improvement of \$50,000 or more would allow RACC to authorize the full amount requested of \$25,000. If the RACC determines that the façade portion of the improvements are less than \$50,000, the RACC may consider authorizing reduced funding.

Address: 2811 S. Carson Street (Grandma Hattie's)

Requested funding (% of total project cost): \$20,000 (49% of \$41,215)

Improvement description: Replace existing freestanding sign with new sign.

Redevelopment Area #: 2

Staff analysis: The property is located on South Carson Street in Redevelopment Area #2, on the southeast corner of Carson and Sonoma Streets. The existing freestanding “Grandma Hattie’s” sign is in need of repair/replacement. The applicant plans to replace the sign with a new cabinet sign in the same configuration, size and height of the existing sign.

Eligible FIP improvements include “all exterior building façade *and signage* updating and maintenance.” The intent of the FIP, as adopted, is to allow improvements to signs in addition to building façade improvements.

Staff recommendation: Staff recommends funding the full amount requested.

Address: 307 N. Carson Street (Garibaldi’s Restaurant)

Requested funding (% of total project cost): \$21,076 (50% of \$42,153)

Improvement description: New first floor building façade to expand interior building area and add new brick veneer to match existing, new lighting and a new awning to cover a seating area.

Redevelopment Area #: 1

Staff analysis: The property is located within the Downtown Mixed Use (DTMU) zoning district. The subject property includes Garibaldi’s Restaurant, Jimmy G’s Cigar Bar, and second floor office uses. The proposed improvements are only to the Garibaldi’s Restaurant portion of the building and would add space within the restaurant while updating the front of the building to include new lighting and a new awning covering a seating area with the new sidewalk improvements. The proposed improvements meet the DTMU development standards (Division 6), including the addition of awnings, and Development Standards 6.6.11, Guidelines for the Renovation and Restoration of Existing Structures.

Staff recommendation: Staff recommends funding the full amount requested.

Address: 110 W. Telegraph Street (Westside Pour House)

Requested funding (% of total project cost): \$2,045 (50% of \$4,090)

Improvement description: New “projecting” sign on Curry Street frontage.

Redevelopment Area #: 1

Staff analysis: The property is located within the Downtown Mixed Use (DTMU) zoning district. The proposed sign meets the DTMU development standards and is of the “preferred sign types” identified in the standards.

Staff recommendation: Staff recommends funding the full amount requested.

CONDITIONS OF APPROVAL: All Façade Improvement Program grant awards are subject to the following conditions of approval:

1. The applicant shall obtain and submit three bids or competitive quotes for the proposed work to the Community Development Department prior to commencing the work. The applicant is not required to choose the lowest bid, however reimbursement of funds by the City shall be based upon the lowest bid.
2. All work shall be performed with building permits and shall be completed by contractors licensed to perform the applicable work.
3. If the property is sold within 12 months of the completion of the improvements for which the funding was granted, the funds reimbursed for the project by Redevelopment shall be paid back to Redevelopment in full. The property owner shall sign a lien for the funds on a form provided by the City that must be recorded by the City prior to Redevelopment authorizing the reimbursement of any project expenses.

4. All improvements must be made in compliance with the plans approved by the RACC. Minor modifications in compliance with the applicable Development Standards for design may be approved by the Community Development Director.
5. Payments from the City shall be made on a reimbursement-basis only at a rate of no more than 50% of the actual expenses incurred by the property owner up to the total amount of funds approved.
6. For façade improvement projects that equal or exceed a total cost of \$10,000, reimbursement may be made in a maximum of two payments. The first payment may be requested for up to 50% of the approved Façade Improvement Program funds only after expenses have been incurred by the applicant equaling or exceeding 50% of the total project costs. The final reimbursement payment shall only be made upon completion and final inspection approval of the proposed improvements.
7. Reimbursement for projects that are less than \$10,000 in total costs shall be provided in a one-time payment only after improvements have been completed and have received final inspection approvals.
8. Applicants who receive funding must document all expenditures and provide the Community Development Department with proof of payment (receipts, paid invoices, etc.) for all eligible improvements, including costs associated with the property owner's required match, within 30 days of project completion.
9. Improvements for which Façade Improvement Program funds are awarded must be completed within 180 days of application approval or the beginning of the Fiscal Year from which the funds are awarded, whichever occurs later.
10. Rehabilitation of properties with the Downtown Mixed-Use zoning district shall comply with the Development Standards, Division 6.6.11, Guidelines for the Renovation and Restoration of Existing Structures, specifically subsections 3 and 4 relating to Cleaning and Repair, Removal and Replacement of surfaces, materials, and structures.

If you have any questions regarding these Façade Improvement Program grant applications, please contact Lee Plemel at 283-7075 or lplemel@carson.org.

Attachments:

1. Application funding summary spreadsheet
2. Façade Improvement Program Resolution
3. Development Standards Division 1.1, Architectural Design
4. Applicable Division 6 DTMU Development Standards
5. Email from Ronni Hannaman, dated May 12, 2016
6. Façade Improvement Program grant applications

FAÇADE IMPROVEMENTS FUNDING FY 2016-17

BUSINESS NAME	PROPERTY ADDRESS	AMOUNT REQUESTED	TOTAL PROJECT COST	Staff Recommended	RACC Approved
Curry Musser Proctor & Green LLC *	112 N. Curry Street	--	--	--	\$16,250
Huronout Inc. *	631 N. Division Street	--	--	--	\$0
Shaheen Beauchamp Builders LLC	318 N. Carson Street	\$18,218	\$36,436	\$18,218	
Carson Jewelry & Loan	308/310 N. Carson Street	\$14,135	\$28,281	\$14,135	
David & Robin Shriver	210 S. Carson Street	\$9,360	\$18,720	\$9,360	
Lopiccolo Investment, LLC	123 W 2nd Street	\$8,638	\$17,278	\$8,638	
Lopiccolo Trust	224 S. Carson Street	\$25,000	\$67,607	\$25,000	
Lopiccolo Investment, LLC	310 S. Carson Street	\$25,000	\$71,254	\$25,000	
Grandma Hattie's	2811 S. Carson Street	\$20,000	\$41,215	\$20,000	
Garibaldi's Restaurant	307 N. Carson Street	\$21,076	\$42,153	\$21,076	
Westside Pour House	110 W. Telegraph Street	\$2,045	\$4,090	\$2,045	
	Total:	\$143,472	\$327,034	\$143,472	\$16,250
	Available:	\$183,750		\$183,750	\$200,000
	Remaining:	\$40,278		\$40,278	\$183,750

* Considered by RACC on May 2, 2016.

RESOLUTION NO. 2016-RAR-2 and 2016-R-3**A RESOLUTION TO ESTABLISH THE CARSON CITY REDEVELOPMENT FAÇADE IMPROVEMENT PROGRAM FOR REDEVELOPMENT PROJECT AREAS 1 AND 2**

WHEREAS, a stated objective of the Redevelopment Area 1 Plan is to improve the appearance of commercial areas through building rehabilitation, and

WHEREAS, strategies in the Redevelopment Area 2 Plan include engaging the business owners in the revitalization process and assisting in the reuse of vacant buildings; and

WHEREAS, the Carson City Redevelopment Authority and Board of Supervisors desire to create an incentive program to be an integral part of Carson City's private-public partnership initiatives to retain and expand businesses in Carson City; and

WHEREAS, this program is designed to stimulate investment in properties and to improve the desirability of properties within Redevelopment Areas 1 and 2 by improving the exterior appearance of buildings.

NOW THEREFORE, the Carson City Redevelopment Authority and Board of Supervisors do hereby resolve to establish the Carson City Façade Improvement Program for Redevelopment Project Areas 1 and 2, which includes the following guidelines.

1. **Eligible Properties:** All commercial properties within Redevelopment Areas 1 and 2 are eligible to apply for Façade Improvement Program funds.
2. **Ineligible Properties:** Ineligible properties include properties already receiving tax incentives or other financial incentives from the City, residentially-zoned properties, buildings that were constructed within the last five years, properties for which property taxes are owed and not paid up to date, and properties with outstanding or unresolved code enforcement issues.
3. **Eligible Improvements:** All exterior building façade and signage updating and maintenance, including but not limited to painting, lighting, awnings, doors, fascia, and other decorative elements are eligible to receive Façade Improvement Program funds. Landscaping is not an eligible expense.
4. **Maximum Façade Improvement Program Funding:** The maximum Façade Improvement Program funding that may be awarded is \$25,000 per individual Assessor's Parcel Number, subject to authorization of Program funding by the Board of Supervisors.
5. **Required Property Owner Matching Funds:** The property owner shall pay a minimum of 50% of the total project costs. Total project cost includes construction and all expenses incurred in the preparation and permitting of plans for the improvements, including building permit fees, design work, and construction drawings.

6. Façade Improvement Program Application Review Process:

- A. The Redevelopment Authority Citizens Committee (RACC) shall review and have final decision authority on all Façade Improvement Program applications.
- B. Initial applications are due April 15, 2016, to be reviewed by the RACC on May 2, 2016, for the available FY 2015-16 funding and FY 2016-17 funding. In subsequent years, applications will be accepted through April 15 each year for review by the RACC at its first regular meeting in May for available funding the following Fiscal Year, beginning July 1. If available funding is not fully used in any given application review cycle, applications will be accepted on a first-come, first-served basis until available, budgeted funding is exhausted.
- C. Façade Improvement Program applications must include plans meeting commercial building permit standards showing all proposed improvements.
- D. Decisions of the RACC regarding Façade Improvement Program applications may be appealed to the Redevelopment Authority provided that such appeal is made within 7 days of the RACC's decision. Only Façade Improvement Program applicants affected by the RACC's decision have standing to appeal.
- E. The property owner shall sign the application consenting to the proposed improvements and all applicable requirements of the Façade Improvement Program.

7. Reimbursement of Redevelopment Funds: Façade Improvement Program funds shall be awarded as a grant, with no reimbursement required, provided that the property is not sold within 12 months of the completion of the façade improvements for which the grant was awarded. If the property is sold within 12 months of the completion of the façade improvements for which the grant was awarded, the property owner shall be responsible to pay back 100% of the Façade Improvement Program funds awarded by Carson City.

8. Compliance with Development Standards:

- A. All improvements shall be reviewed pursuant to and comply with the Carson City Development Standards Division 1.1, Architectural Design, as applicable to the proposed improvements.
- B. Improvements to buildings within the Downtown Mixed-Use (DTMU) zoning district shall comply with the DTMU Development Standards, Division 6.6, 6.6.2, Lighting, 6.6.3, Signage, 6.6.10, Building Design and Character, and 6.6.11, Guidelines for the Renovation and Restoration of Existing Structures, as applicable to the proposed improvements.

9. **Commitment Agreement:** Each participant in the Façade Improvement Program must execute and record a document agreeing to reimburse the City 100% of the awarded Façade Improvement Program funds if the property is sold within 12 months of the completion of the façade improvements for which the grant was awarded. The agreement shall be in the form as required by the City.

10. **Reimbursement Process:**

- A. Payments from the City shall be made on reimbursement-basis only at a rate of no more than 50% of the actual expenses incurred by the property owner up to the total amount of funds approved.
- B. For façade improvement projects that equal or exceed a total cost of \$10,000, reimbursement may be made in a maximum of two payments. The first payment may be requested for up to 50% of the approved Façade Improvement Program funds only after expenses have been incurred by the applicant equaling or exceeding 50% of the total project costs. The final reimbursement payment shall only be made upon completion and final inspection approval of the proposed improvements.
- C. Reimbursement for projects that are less than \$10,000 in total costs shall be provided in a one-time payment only after improvements have been completed and have received final inspection approvals.
- D. Applicants who receive funding must document all expenditures and provide the Community Development Department with proof of payment (receipts, paid invoices, etc.) for all eligible improvements, including costs associated with the property owner's required match, within 30 days of project completion.

11. **Project Bidding Requirements:**

- A. Applicants are responsible for obtaining three bids or competitive quotes for the proposed work. All contractors must be registered and bonded by the State of Nevada and licensed to perform the applicable work in Carson City.
- B. Approved projects will be based on the lowest of the three bids. The applicant may select any of the three bidders to complete the improvements, but the applicant will be responsible for costs in excess of the lowest bid.
- C. Construction contracts will be between the applicant and contractor. The contractor must obtain all required permits prior to commencing construction.

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12. Completion of Façade Improvements: Improvements for which Façade Improvement Program funds are awarded must be completed within 180 days of application approval or the beginning of the Fiscal Year from which the funds are awarded, whichever occurs later.

Upon motion by Member Brad Bonkowski, seconded by Member Lori Bagwell, the foregoing Redevelopment Authority Resolution No. 2016-RA-R-2 was passed and adopted this 3rd day of March, 2016, by the following vote:

AYES: Member Brad Bonkowski

Member Lori Bagwell

Member Robert Crowell

Chair Karen Abowd

NAYS: Vice Chair Jim Shirk

ABSENT: None.

ABSTAIN: None.


KAREN ABOWD, Chair

ATTEST:


SUSAN MERRIWETHER, Clerk-Recorder

Upon motion by Supervisor Brad Bonkowski, seconded by Supervisor Karen Abowd, the foregoing Board of Supervisors Resolution No. 2016-R-3 was passed and adopted this 3rd day of March, 2016, by the following vote:

AYES: Supervisor Brad Bonkowski

Supervisor Karen Abowd

Supervisor Lori Bagwell

Mayor Robert Crowell

NAYS: Supervisor Jim Shirk

ABSENT: None.

ABSTAIN: None.


ROBERT L. CROWELL, Mayor

ATTEST:


SUSAN MERRIWETHER, Clerk - Recorder

General Standards for Facade Improvements

1.1 - Architectural design.

Office, retail, commercial, public, institutional, industrial and multi-family buildings and their architecture play a large role in establishing the overall image of the community. In all cases, these standards stress the importance of visually identifying and unifying the community character. These standards do not require a single architectural style; instead an eclectic mixture of harmonious styles are encouraged. Buildings which are 50 years or older within the downtown area must meet the requirements of the downtown business district found in the Carson City Municipal Code.

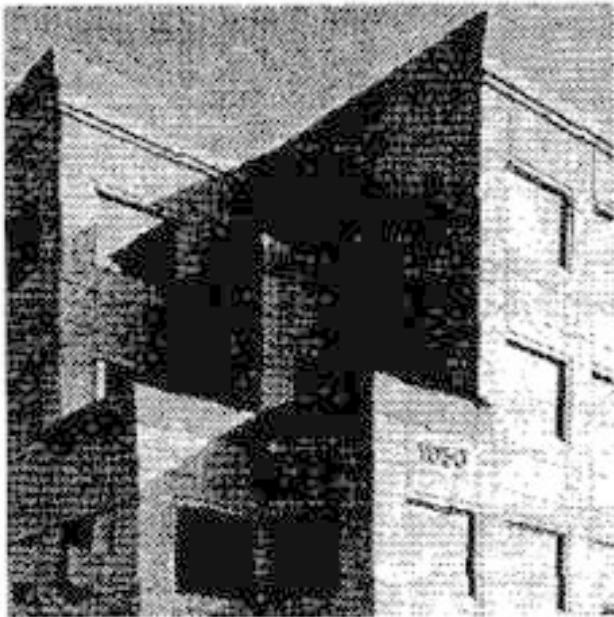
- 1.1.1 The architectural style, massing and proportion of a building should be compatible with and compliment its surroundings and environmental characteristics of the community.
- 1.1.2 Buildings should be designed on a "human scale" by using architectural enhancements such as windows, awnings, arcades, plazas, courtyards and roof overhangs.



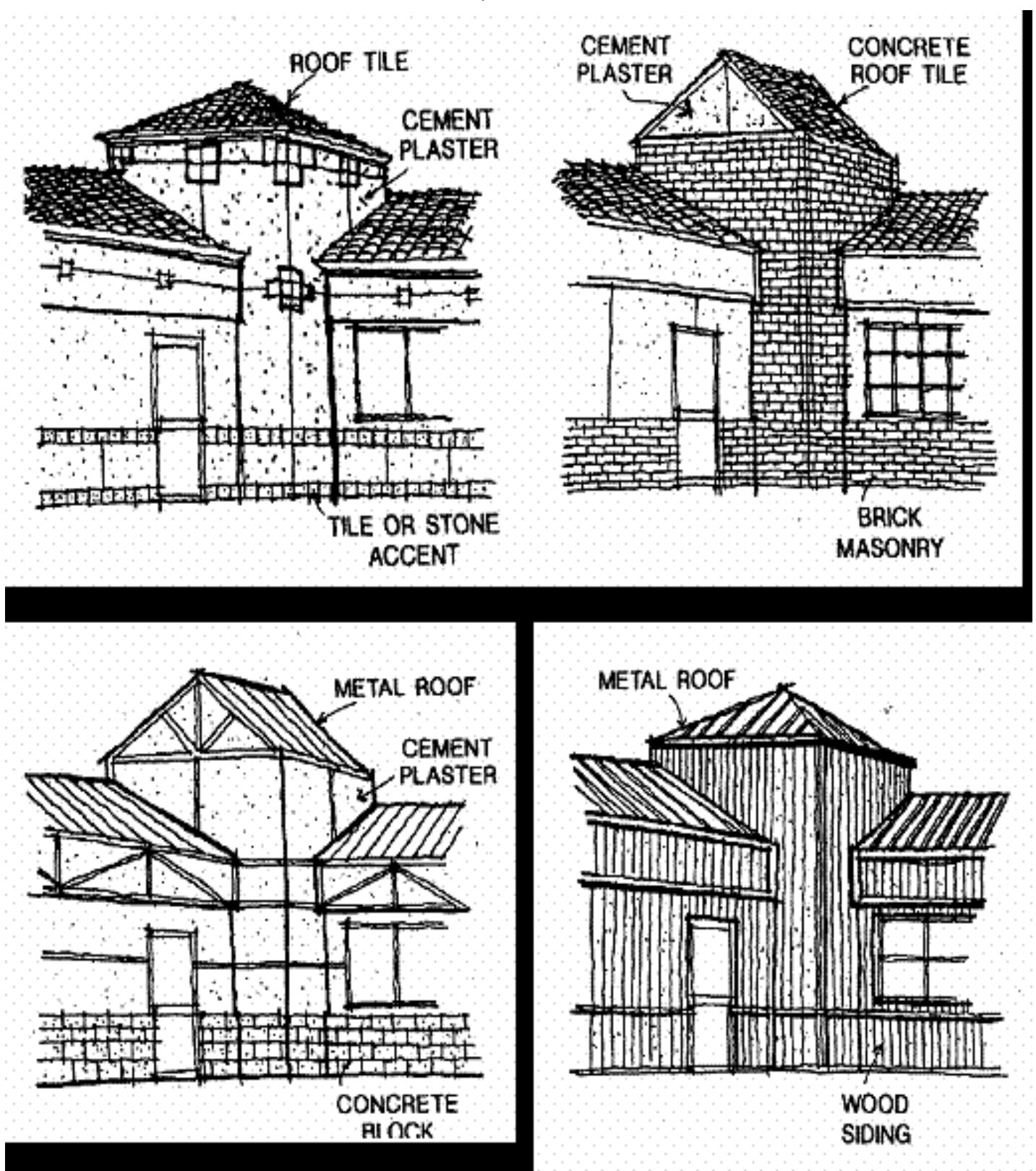
Architectural enhancements such as roof overhangs, arcades and trellises shall be used.

- 1.1.3 Variations of building details, form, line, color and materials shall be employed to create visual interest. Variations in wall planes, roof lines and direction are encouraged to prevent monotonous appearance in buildings. Large expanses of walls devoid of any articulation or

embellishment shall be avoided. Similarly vertical variation in the roof line is encouraged. Mansard roofs shall wrap around the entire building.



Variation in wall planes adds interest



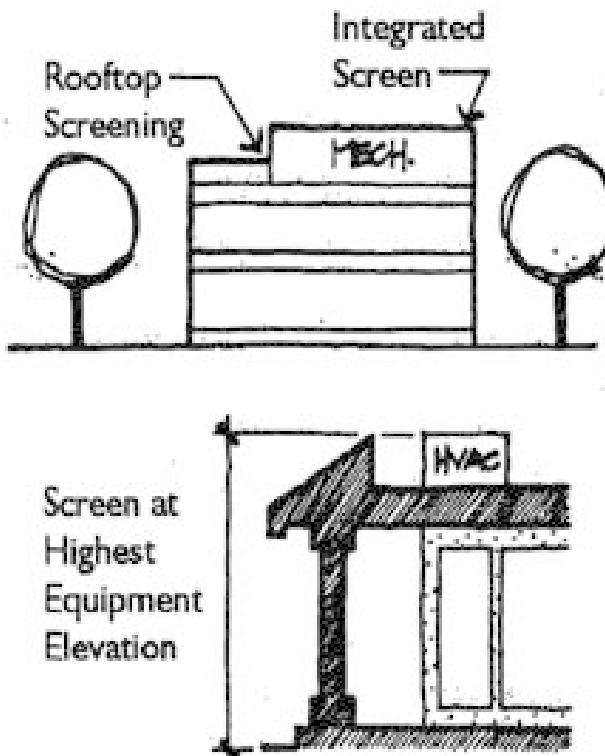
Typical materials and finishes

- 1.1.4 All building elevations shall receive architectural treatment, except in special situations where an elevation is not visible from an adjoining property or street.
- 1.1.5 Materials and finishes shall be selected for architectural harmony and enhancement of the architectural theme as well as aesthetic quality, durability and ease of maintenance. Materials, finishes and colors shall be varied where appropriate to provide architectural interest. The

number of building materials generally shall be limited to three and these materials shall not stop abruptly at corners, but continue to side or back elevations. Smooth faced block or fabricated metal wall panels are not allowed as the predominant building material.

- 1.1.6 Exterior building colors should blend with surrounding development and not cause abrupt changes. Primary building surfaces (excluding trim areas) should be muted or earthtone in color. Bold colors shall be avoided except when used as accent or trim.
- 1.1.7 Except as otherwise provided in this section, roof-mounted equipment within commercial, industrial, office, public or multi-family districts shall be screened from view from a public right-of-way and adjacent property through the use of architectural means such as parapet walls and equipment wells. Screening of roof-mounted equipment from view must be integrated into the building design. All equipment shall be located below the highest vertical element of the building. Wall-mounted air conditioning units shall be integrated into the design and/or screened. Roof-mounted solar panels are excluded from the requirement for screening. Roof-mounted mechanical support and accessory mechanical equipment for solar panels shall be screened architecturally and integrated to match the existing roof and/or building materials.

On sites exhibiting topographic relief effecting visual screening capabilities, site-obscuring screening shall be provided to visually screen the equipment at a minimum of 100 feet from the site.



Typical Equipment Screening

- 1.1.8 Reflective, untreated roofs shall be prohibited unless painted flat, non-glossy paint to compliment or match the primary color of the primary exterior building material(s).
- 1.1.9 Multi-building/tenant projects shall include architectural consistency for all buildings including color schemes, wall textures, roofs, roof slopes, awnings and other similar architectural themes.
- 1.1.10 Buildings which give the appearance of "box-like" structures shall be discouraged.

Downtown Standards for Facade Improvements

ATTACHMENT 4

Division 6 - DOWNTOWN MIXED-USE DISTRICT Sections:

6.6 - General development standards and guidelines.

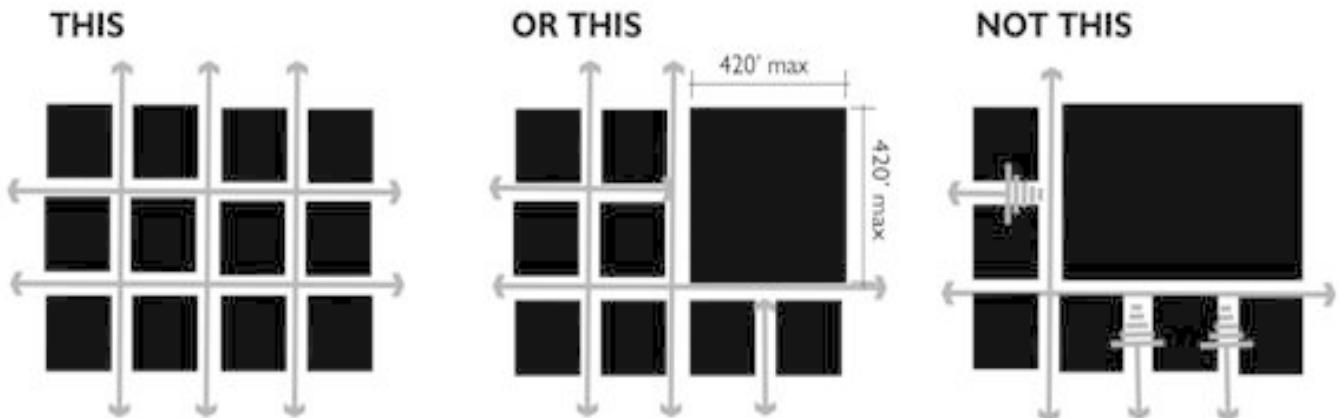
6.6.1 Vehicular and Pedestrian Connections.

1. Intent.

- a. To maintain a well-defined pattern of urban blocks within downtown that provide frequent connections to adjacent neighborhoods and serve as a framework for a varied mix of uses.
- b. To maintain frequent pedestrian connections that reflect Carson City's traditional pattern of blocks while allowing for the incorporation of some larger developments and outdoor plazas that require the consolidation of 2 or more blocks, where appropriate.

2. Block Size.

- a. To the maximum extent feasible, new development shall work within the framework of downtown's existing pattern of blocks to avoid interrupting the grid pattern, creating large "superblocks," and limiting access to adjacent neighborhoods.
- b. Maximum block lengths resulting from block consolidation shall be limited to 420 feet.
- c. Where block consolidation is proposed (by right-of-way abandonment), special consideration shall be given to vehicular circulation patterns, flood/drainage pathways, and view corridors to significant features in the area, such as the Capitol building and the mountains to the west.



6.6.2 Lighting.

1. Intent.

- a. To encourage a safe, appealing, and pedestrian-friendly nighttime environment within downtown core.
- b. To promote the retention of the downtown core's unique nighttime character, as provided by its numerous lighted marques and animated lights.
- c. To ensure that new lighting is compatible with the established character of the downtown and the surrounding neighborhoods.

Lighting Examples:

Following are examples of the types of pedestrian-oriented lighting appropriate within the Downtown Mixed-Use District. These examples are provided for illustrative purposes only, all lighting shall be consistent with the regulations contained within this Chapter.



2. Exterior Lighting.
 - a. Low-scale, decorative lighting shall be used to accent architectural details, building entries, or signs. Additional, pedestrian-scaled lighting shall be provided to illuminate sidewalks, enhancing security and extending hours of activity.
 - b. All light sources shall be shielded to protect the city's dark skies and prevent spillover into adjacent residential neighborhoods and the city's downtown.
 - c. Lighted marques and animated lighting, such as chase lights, exist in many locations within downtown and are reflective of the city's gaming traditions. Generally, this type of lighting should be limited to that which exists today; however, new lights may be approved by the director or designee on a project-by-project basis.
 - d. Building façade accent lighting is limited to an upward angle of 45 degrees and must be focused on the building to minimize light trespass onto adjacent properties and into the sky.
3. Storefront Lighting. The incorporation of interior window lighting to highlight displays is strongly encouraged to provide off-hour interest along Carson Street.
4. Street Lights. All street lights, whether intended for pedestrian or auto-oriented purposes, shall be consistent with the city's downtown streetscape plan.

6.6.3 Signage.

1. Intent.
 - a. To encourage a diverse and visually interesting streetscape environment along Carson Street by allowing a variety of types of business signage, as traditionally found; and
 - b. To ensure that signage is compatible with the pedestrian-oriented scale of downtown.
2. General.
 - a. All standards contained in this subsection shall be applied in addition to signage regulations contained in Division 4 of the city's development standards.
 - b. If a conflict between the two articles appears to exist, the standards contained in this article shall take precedence.
3. Materials. Signs shall be constructed of durable, low-maintenance materials that complement the design and character of the building they serve.
4. Preferred Signage Types.
 - a. The use of hanging signs is encouraged for non-gaming uses to reinforce the pedestrian-oriented scale of downtown. Hanging signs and other sign types attached to the front of buildings are permitted to project into the public right-of-way, over the sidewalk, subject to the issuance of an encroachment permit. Hanging signs shall not:
 - (1) Exceed 24 inches in height and 3 feet in length; or
 - (2) Be located where less than 8 feet of clear height can be provided above the sidewalk from the overhang or awning from which they are suspended.
 - b. The creative use of symbols or other images indicative of the use contained within the building in the design of signs is strongly encouraged.
 - c. The use of permanent window signs is encouraged for non-gaming uses to reinforce the pedestrian-oriented scale of downtown. Window signs shall not exceed 10 percent of the window area.
5. Neighborhood Transition Character Area. The following standards shall be applicable within the neighborhood transition character area only.
 - a. The maximum freestanding sign height shall be 6 feet.
 - b. Signs shall be designed to reflect the more residential scale and appearance of the neighborhood transition character area.

PREFERRED SIGNAGE TYPES: NEIGHBORHOOD TRANSITION AREA



Examples of signs designed to reflect a more residential setting, as desired within the Neighborhood Transition character area.

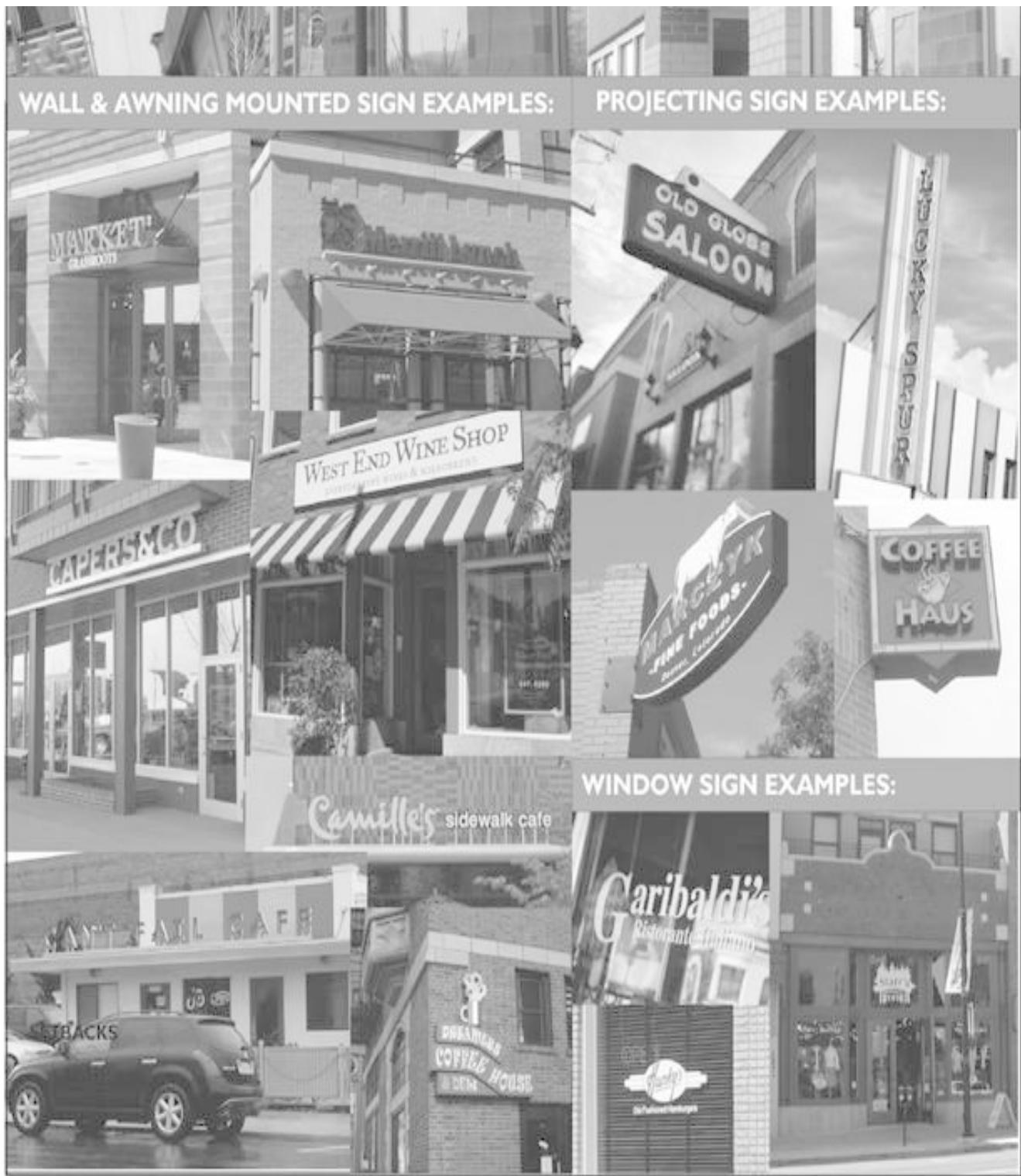
6. Wayfinding Signage. All on-site wayfinding signage shall be consistent with the city's wayfinding signage design standards.
7. A-Frame Signs ("Sandwich-Board" Signs).
 - a. One A-Frame sign is permitted per business per street frontage.
 - b. Sign must be placed against the building the business operates from or within the landscaped area between the sidewalk and the street.
 - c. A minimum of 6 feet of unobstructed sidewalk clearance must be maintained.
 - d. Signs must be professionally manufactured and shall not exceed 32 inches in width and 36 inches in height. However, chalkboard frames with erasable letters are also appropriate.
 - e. All signs shall be in good repair and neatly painted. No attachments to signs are permitted.
 - f. Signs shall not be displayed during non-business hours.
 - g. No sign shall be located where it obstructs the line of sight for passing motorists.

Preferred Signage Types:

Following are examples of the types of pedestrian-oriented signage appropriate within the Downtown Mixed-Use District. These examples are provided for illustrative purposes only. All signs shall be consistent with the regulations contained within this Chapter and Division 4 of the City's Development Standards.

HANGING SIGN EXAMPLES:





6.6.4 Sustainable Design and Construction.

1. Intent.
 - a. To encourage the use of sustainable building materials and construction techniques in downtown projects, through programs such as the US Green Building Council's LEED (Leadership in Energy Efficiency and Design) program;
 - b. To encourage the use of new and emerging technologies that lead to increased energy conservation for downtown uses; and
 - c.

1. Intent.
 - a. To establish a set of baseline standards for the regulation of street vendor carts within downtown to ensure that they complement existing retail businesses, are compatible with the character of downtown, and expand the range of services available to downtown workers, visitors, and residents; and
 - b. To establish a framework for the long-term development of a formal street and sidewalk vending program to enliven the Downtown streetscape.
2. Vendor Carts. Street vendors are permitted in the DT-MU district only after approval by the redevelopment advisory citizens committee. Street vendors should have a positive impact upon the downtown, as determined by an evaluation of the application against all relevant provisions of this title. The following minimum standards shall apply for all such requests:
 - a. Street vendors shall be approved at a specific, permanent location;
 - b. Carts used for street vending shall be on wheels and shall not be larger than 3 feet by 5 feet;
 - c. Only consumable products may be sold from a street vendor cart;
 - d. If located within a city or State right-of-way, encroachment permits and liability insurance shall be required;
 - e. If adjacent to or in front of a business not their own, the street vendor cart operator shall be responsible for obtaining permission of the affected business and property owner and shall submit evidence of such permission;
 - f. If adjacent to or in front of a property listed in the Carson City historic district, review, approval, and compliance with conditions of the HRC shall be required;
 - g. Electrical and gas services require review and approval of the building and engineering divisions and the fire department;
 - h. Approval of the health department is required for all food vendors.
3. Vending Review Board. The redevelopment advisory citizens committee shall serve as the vending review board to review all applications for street vending.

6.6.10 Building Design and Character.

1. Intent.
 - a. Allow for the incorporation of a variety of architectural styles while ensuring that infill and redevelopment relates to the historic traditions of downtown Carson City and its surrounding neighborhoods in terms of its basic form, composition of building elements, and quality of materials;
 - b. Establish a high quality appearance for downtown infill and redevelopment through the incorporation of architectural detailing, façade articulation, and other features designed to provide a more distinct character and pedestrian scale;
 - c. Ensure that infill and redevelopment contributes towards the vision set forth for downtown by the city's master plan.
2. Materials. Primary building materials shall be durable and project an image of permanence typical of downtown's traditional masonry storefronts and public buildings. Appropriate materials include, but are not limited to brick, stone, or other masonry products, steel, stucco, cast concrete, split face block, composite siding, or comparable material approved by the director.
3. Four-Sided Design.
 - a.

All building facades shall be designed with a similar level of design detail. Blank walls void of architectural detailing shall not be permitted.

- b. Exceptions from the above standard may be granted for those areas of the building envelope that the applicant can demonstrate are not visible from adjacent development and streets.
 - c. Entrance locations should be placed with consideration of business-to-business pedestrian access and the relation to pedestrian crossings for safety.
4. Street Level Interest/Transparency.
- a. A minimum percentage of the total area of each ground floor building façade which faces a street, plaza, park, or other public space, shall be comprised of transparent window openings to allow views of interior spaces and merchandise, to enhance the safety of public spaces by providing direct visibility to the street, and to create a more inviting environment for pedestrians. Minimum percentages vary according to character area and use as follows:
 - (1) Main Street Mixed-Use Character Area: 50 percent minimum.
 - (2) Urban Mixed-Use Character Area:
 - (a) Non-Residential Uses: 50 percent minimum;
 - (b) Residential Uses: 35 percent minimum.
 - (3) Neighborhood Transition Character Area:
 - (a) Non-Residential Uses: 40 percent minimum;
 - (b) Residential Uses: 30 percent minimum.

Examples: Materials

Primary building materials shall be durable and project an image of permanence typical of Downtown's traditional masonry storefronts and public buildings. These examples are provided for illustrative purposes only. All materials shall be consistent with the regulations contained in this Chapter.



Street Level Interest/Transparency

NOT THIS



① Buildings that lack transparency do not create an inviting and interesting streetscape for pedestrians.

THIS



② Display windows provide transparency at the street level of these retail storefronts, creating an inviting environment for pedestrians.

Primary Building Entrances

Following are examples of building entrances made easily discernable through the use of architectural elements.



- b. For the purposes of the above standard, all percentages shall be measured using elevation views of the building plan and "ground floor" shall be measured from floor plate to floor plate.
- c. The following standards shall apply to all ground floor windows:
 - (1) Non-residential Uses. Glazing on all ground floor windows shall be transparent;

- (2) Residential Uses. Glazing on ground floor windows shall be transparent to allow views into common hallways, foyers, or entryways, but may be translucent or opaque when necessary to protect the privacy of ground-floor spaces used for dwelling purposes;
- (3) Black or mirrored glass is prohibited.
5. Primary Building Entrances. Primary building entrances shall be clearly distinguished through the use of one or more of the following architectural features:
- Covered walkways or arcades;
 - Awnings, canopies, or porches; and/or
 - Projected or recessed building mass.
6. Parking Structures.
- Facades of single-use parking structures (e.g., no retail or residential) shall be articulated through the use of 3 or more of the following architectural features:
 - Windows or window shaped openings;
 - Masonry columns;
 - Decorative wall insets or projections;
 - Awnings;
 - Changes in color or texture of materials;
 - Approved public art;
 - Integrated landscape planters; or
 - Other features as approved by the director or designee.
 - Openings in parking structures shall be designed to screen views of parked cars from surrounding properties through the use of architectural screens or similar features.
7. Residential Garage Location and Design.
- Where lot configurations permit, residential garages shall be located in the rear yard and accessed from the alley or a narrow drive from the street, as traditionally found in downtown's residential neighborhoods.
 - Attached front-loading garages shall be recessed behind the front façade of the home a minimum of 10 feet.
8. Screening of Utility/Mechanical Equipment.
- Roof mounted mechanical equipment shall be screened from public rights-of-way and adjacent properties through the use of parapet walls, equipment wells, architectural screens, or similar features that may be integrated into the overall design of the building.
 - All equipment shall be located below the highest vertical element of the building.
 - Wall-mounted air conditioning units shall be integrated into the design of the building and/or screened.

6.6.11 Guidelines for the Renovation and Restoration of Existing Structures.

1. Intent.

- To promote the preservation of existing downtown buildings that have historic characteristics, although they are not included as part of the historic district.
-

To promote and establish appropriate procedures for the cleaning, renovation, and restoration of original downtown storefronts that have been substantially altered and obscured during previous remodeling efforts.

2. Inappropriate Alterations.

- a. Remodeling with unauthentic false historical details, trims, and moldings creates a confusing historical context for the community and should be avoided.
- b. The use of light gauge metal, steel panels, or other materials to make two or more storefronts appear to be a single, larger structure should be avoided. If panels are already in place, upper story windows, storefronts, doors, cornices, and other trim materials which were removed to accommodate the panels should be researched and replaced during the rehabilitation process.
- c. Upper story doors and windows and street-level storefronts that have been previously covered, sealed, or filled in should be restored to their original proportions and appearance during the rehabilitation process.
- d. Transom windows which were covered over when suspended acoustical tiled ceilings were installed, or for other reasons, should be uncovered during the rehabilitation process.

Inappropriate Alterations

NOT THIS



1 The use of light gauge metal, steel panels, or other materials to make two or more storefronts appear to be a larger structure should be avoided.

THIS



2 Upper story doors and windows and street-level storefronts that have been previously covered, sealed, or filled in should be restored to their original proportions during the rehabilitation process.

3. Cleaning.

- a. Abrasive cleaning techniques such as sandblasting should be avoided on the exterior of downtown buildings. Such cleaning methods cut into the building's materials, causing irreversible damage.
- b. Sandblasted buildings that have not severely deteriorated should be painted to slow the process. Care must be taken to avoid varnishes, enamels, polyurethane sealants and other products impervious to moisture penetration. Sealants will lock moisture inside the masonry and prevent evaporation ultimately causing severe moisture damage.
- c.

As an alternative to abrasive cleaning techniques, the following techniques should be considered:

- (1) A gentle water wash in combination with a natural bristle brush used to gently scrub the surface of the building. If necessary, a mild detergent can be used, but must be thoroughly rinsed.
 - (a) For heavy grime or layers of paint, a chemical cleaner may be necessary. Alkaline or acidic cleaners are available; however, chemical cleaning should always be done by experienced professionals.
 - (b) A steam cleaning process may also be appropriate for certain building materials.
 - d. Whether water, steam, or chemical cleaner is used, always clean a test patch area first to judge the reaction, or consult a professional in the field. A list of local professionals is available at the planning division.
 - e. All debris and cleaning materials should be contained on site and not allowed to flow into the storm drain system.
4. Repair, Removal, and Replacement.
- a. Removal of materials or structures including oversized signs, windows or door coverings, or metal slipcovers should not take place until the following steps are followed:
 - (1) Inventory and photograph or draw accurate elevations of the elements to be removed;
 - (2) Examine each element and determine how it is attached and anchored to the building. If possible, remove a small portion of a slipcover to determine how the rest is anchored;
 - (3) Create a plan for repair of original material that was damaged when alterations were made; drilled holes for anchor bolts, lost or damaged decorative elements, accumulated dirt and rust stains are the most common types of damage.
 - b. If a decorative element such as a cornice or trim around a window was removed or altered to accommodate earlier renovation efforts, it may require replication by a skilled artisan or replacement with a simpler element. Catalogs of companies that specialize in replicating historic building architectural details are available from the planning division.
 - c. If the original element is lost and no photo documentation is present, it is recommended that the element be substituted with a more conservative design element.
 - d. Materials used to renovate existing buildings should be of a texture, scale, and color that are compatible with the original primary building material. Replacement parts should be selected so as to blend in with existing ones; rather than calling attention to themselves.
 - e. Native stone and masonry should be retained on existing buildings when possible.
 - f. Missing or damaged architectural features that are to be replaced should blend with the building fabric and duplicate the old or match it as closely as possible. However, these new materials should not be antiqued or made to look old when they are not.
 - g. Retention of original historic building elements is encouraged over replacement. When replacement is required, attention should be given to matching the building's original window treatment as closely as possible.

(Ord. 2007-21 § 7 (Exh. A (part)), 2007)

From: Ronni Hannaman, Executive Director <director@carsoncitychamber.com>
Sent: Thursday, May 12, 2016 12:05 PM
To: Craig Mullet; 'Lacy Sheck'; Kris Wickstead; Court Cardinal; loribagwell@charter.net; Garrett Lepire
Cc: 'Karen Abowd'; Brad Bonkowski
Subject: RACC Facade Improvement program update

To make our decision-making on June 6th at the forthcoming RACC meeting more meaningful, I have asked a few questions to clarify some issues that stumped us, such as the free-standing signage that is not connected or part of the actual building. I did question the awnings after reading the original thought was not to include awnings and was told that decision will be up to us.

We need to carefully consider all aspects because this is very important. I do know that Garibaldi's will be submitting an application for consideration as well. The overall purpose of the façade program, as you know, is to encourage business/property owners to take pride in their property. Ours is a very generous program.

Supervisors Abowd and Bonkowski are the "go to" supervisors who have set some guidelines for consideration. Supervisor Abowd is the Chair of the Redevelopment Committee of which all the BOS are members.

Please read below.

From: Andie Wilson & Brad Bonkowski [mailto:brandie.llc@prodigy.net]
Sent: Thursday, May 12, 2016 9:57 AM
To: Executive Director Ronni Hannaman <director@carsoncitychamber.com>; Karen Abowd <karenabowd@hotmail.com>
Subject: RACC Facade Improvement program

Ronni,

Thank you for reaching out to us and expressing the confusion at RACC over the Facade Improvement program. Karen and I would be happy to give you the background on this program and explain the intent so you can forward this information to the Committee. Hopefully explaining what Karen and I intended when we formulated the program, including our definition of "facade" and what improvements were intended to be eligible, will be helpful to the Committee.

Karen and I starting working on this idea around two to three years ago, about the same time we were working on the sales tax to fund the MAC, animal shelter and corridor improvements. Along with the infrastructure and streetscape improvements we wanted to come up with a program that would encourage and incentivize property owners in the redevelopment districts to make improvements to their properties. One goal was to increase the attractiveness of many of the Carson Street properties, another was to

increase property values, which in turn generates more redevelopment dollars back into redevelopment revolving fund. We also wanted to do this without using any general fund tax dollars. By using redevelopment dollars, we were reinvesting money paid solely by the property owners in the redevelopment districts, back into properties in the districts.

Karen and I met several times with Lee Plemel and Susan Pansky to research incentive programs in other areas to see what worked and as importantly, what did not work. We examined in detail how a program was set up, what the qualifications were, the appropriate amounts to be granted and what improvements should be eligible. We based the \$25,000 maximum amount on what we saw as a true incentive to a property owner to make improvements, but would require an even greater investment on the part of the property owner. We also wanted the amount to be low enough that we could provide it to as many property owners as were willing to make improvements as the ultimate goal is to have all the properties in the redevelopment districts be attractive, subscribe to our development standards and add value to the districts.

Our intention for eligible improvements was to include anything that can be seen on the exterior of the buildings, including signage. That would include everything from the foundation to the roof. We specifically wanted landscaping excluded because we did not think landscaping improvements had a long enough lifespan to invest tax dollars into. A property owner that has landscaping as part of their improvement plan would always have the option of paying for the landscaping as part of their required investment, leaving other eligible improvements for inclusion under the grant portion. We believe that monument signs (not attached to a building), parking lots or awnings would fall into the same category as landscaping and would best be included in the improvements paid for in the property owner's scope of work rather than in the grant.

Again, I would reiterate that it was our intention to find that every property owner in the districts that was willing to make improvements to their property and had qualifying improvements should get the grant. Our goal was not to be ultra conservative in approving projects but to encourage all property owners to improve their property.

In closing, it is not our intention to influence the decisions of the RACC Committee with this email. Rather it is to explain the thought process and intent that went into a program that Karen and I founded as an additional component of the corridor improvement projects and the neighborhood improvement districts. All of these programs work hand in hand to get to the ultimate goal of a well built, attractive, functional, revitalized downtown that conforms to specific standards including Carson City Development Standards section 6.6.11 "Guidelines for the Renovation and Restoration of Existing Structures and Signage Guidelines in that same document as well as Division 5- Historic District section 5.23 Guidelines for Signs.

We know how much time and effort each of you puts into the RACC Committee and appreciate all the work you do. We hope that this information is helpful to each of you on the Committee. Feel free to reach out to Karen or I if you have additional questions or concerns.

Best Regards,

Brad Bonkowski, Ward 2 Supervisor

Karen Abowd, Ward 4 Supervisor