

**STAFF REPORT FOR THE HISTORIC RESOURCES COMMISSION MEETING OF  
SEPTEMBER 1, 2016**

**FILE NO: HRC-16-095**

**AGENDA ITEM: F-3**

**STAFF AUTHOR:** Hope Sullivan, AICP, Planning Manager

**REQUEST:** Consideration of a request from Alpine Signs (property owner: KLP LLC) for a new sign on property zoned Residential Office (RO), located at 1000 North Division Street, APN 001-181-01.

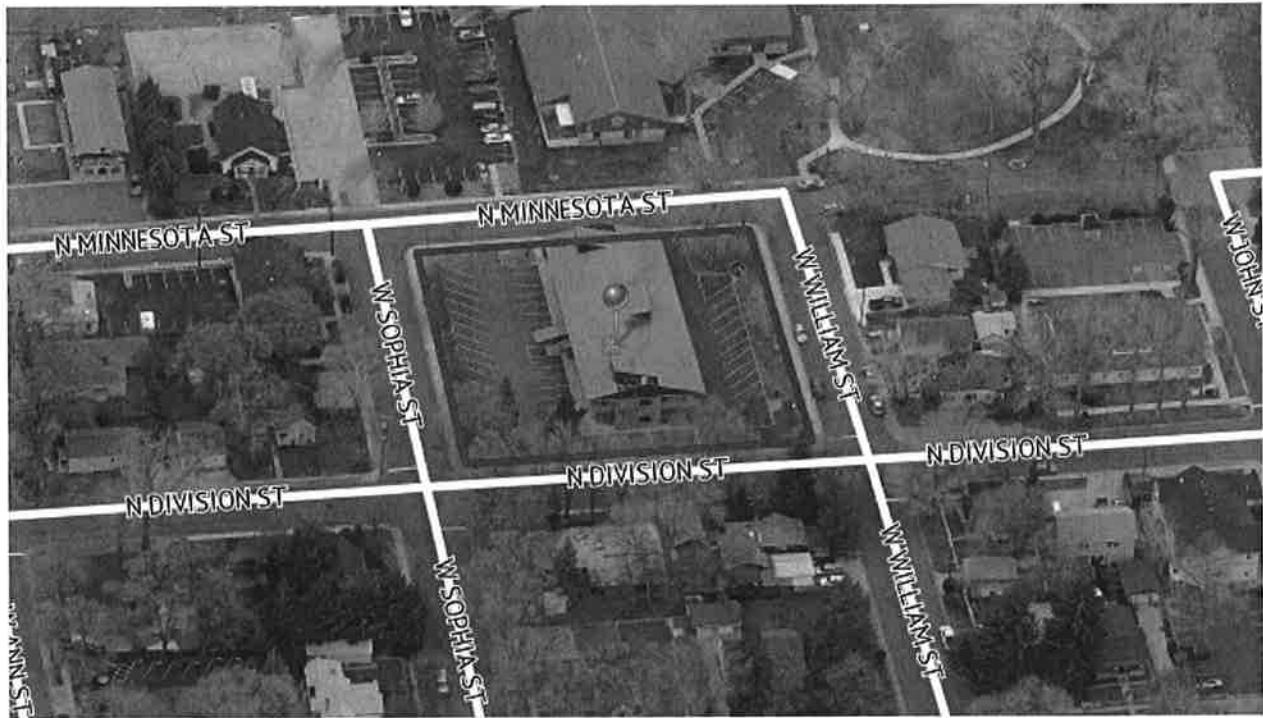
**APPLICANT:** Alpine Signs

**OWNER:** KPL LLC

**LOCATION:** 1000 North Division Street

**APN:** 001-181-01

**RECOMMENDED MOTION:** "I move to approve HRC-16-095, a request from Alpine Signs (property owner KPL LLC) for a new sign on property zoned Residential Office (RO), located at 1000 North Division Street, APN 001-181-01, based on the findings and conditions of approval contained 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. 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 Standard's.
6. 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.
7. 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.
8. All work is to be completed by contractors, all contractors are required to carry state and local licenses.

**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 applicant is proposing a three and a half foot tall, 5.5 square foot monument sign. The sign will be wooden with a stone base. Sign colors are proposed to be rust color background with tenant names appearing on white panels with black copy. The building name and address is proposed to utilize a silver copy. The sign is proposed to be located on the Division Street frontage.

### **Secretary of the Interior Standards**

The Secretary of the Interior Standards provides concepts regarding maintaining, repairing, and replacing historic materials, as well as designing new additions or making alterations. They provide a framework and guidance for decision-making about work or changes to a historic property. The Secretary of the Interior provides guidelines on preservation, rehabilitation, restoration, and reconstruction.

The Secretary of the Interior Standards state "changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken." Staff finds that the proposed sign will not create a false sense of historical development.

### **Carson City Development Standards**

Section 5.23 of the Carson City Development Standards provides design guidelines for signs. The guidelines state:

*"All signs must have an appearance, color, size, texture and design which conforms 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."*

Per the provisions of Section 4.7.3 of the Carson City Municipal Code (CCMC), an office building may have one freestanding sign not to exceed a maximum of 32 square feet, and a height of six feet. The applicant is proposing 27.5 square feet of sign, and a proposed height of 5.8 feet.

Staff finds that the rust color of the sign will be compatible with the color of the building. Staff also finds that the siting and materials of the sign to be appropriate.

### **PUBLIC COMMENTS:**

Public notices were mailed to the property owners adjacent to the subject parcel in accordance with the provisions of NRS and CCMC 18.02.045 on August 29, 2016, 2016. 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.

### **Attachments:**

Photo  
Application (HRC-16-095)



RECEIVED

AUG 22 2016

CARSON CITY  
PLANNING DIVISION

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)

FILE # HRC - 16 - HRC - 16 - 095

APPLICANT PHONE #

ALPINE SIGNS 775-883-9259

MAILING ADDRESS, CITY, STATE, ZIP

1902 IDAHO STREET CC NV 89701

EMAIL ADDRESS

alpinesign@aol.com

PROPERTY OWNER PHONE #

CHERYL EVANS

MAILING ADDRESS, CITY, STATE, ZIP

1000 N. DIVISION, CC NV 89703

EMAIL ADDRESS

CEVANS@naialliance.com

APPLICANT AGENT/REPRESENTATIVE

PHONE #

CATHY DEITCH 775 883-9259

MAILING ADDRESS, CITY, STATE, ZIP

1902 IDAHO STREET CC NV 89701

EMAIL ADDRESS

alpinesign@aol.com

Project's Assessor Parcel Number(s):

APN 001-181-01

Street Address

ZIP Code

1000 N. DIVISION CARSON CITY, NV 89703

Project's Master Plan Designation

Project's Current Zoning

Nearest Major Cross Street(s)

R0

N.DIVISION and W.WILLIAMS

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.

REMOVE EXISTING SIGN AND REPLACE  
WITH NEW SIGN WITH 4 NEW TENANTS

DOUBLE FACE WOOD SKIN  
BOARD WITH ROCK BASE (MASONRY)

4 TENANTS at 5.5 SQ FT SIGNAGE  
PER TENANT

Aug. 21. 2016 19:4. ALPINE SIGNS

7755 J266

PAGE. 1/ 2

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:

REMOVE EXISTING STRUCTURE

Reason for project:

NEW OWNERS AND SIGN DESIGN

#### 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.

Chery Evans  
Owner's Signature

Chery Evans, manager  
Owner's Printed Name  
1000 N. DIVISION, LLC

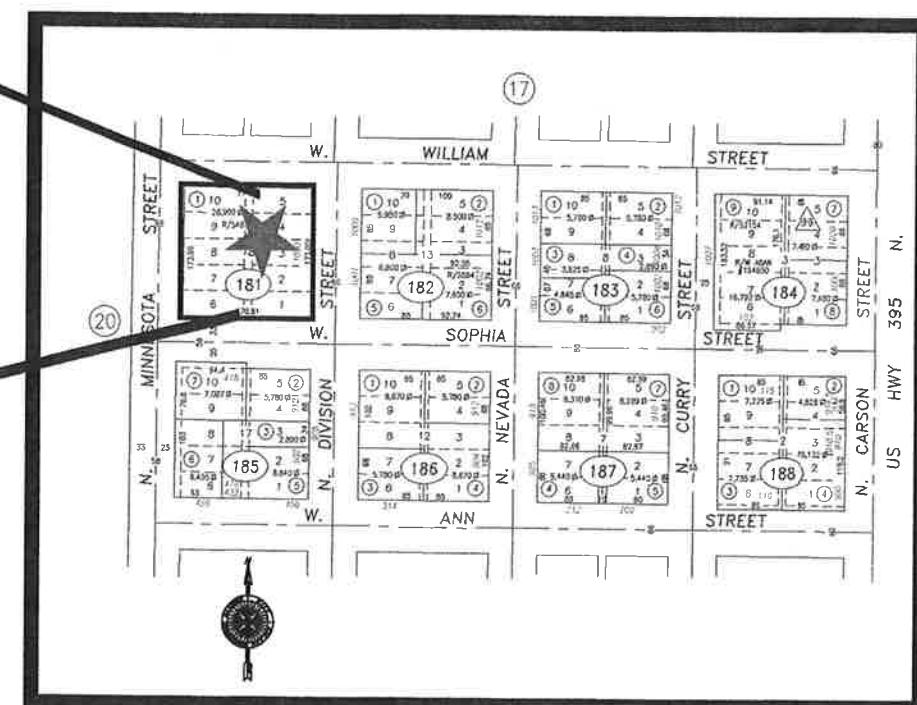
Cathy Deitch  
Applicant's/Agent's Signature

CATHY DEITCH  
Applicant's/Agent's Printed Name

# PLOT MAP

SIGN TYPE • WOOD SIGN WITH MASONRY BASE

27.5 SQUARE FEET OF SIGNAGE



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

Project No:	81716	Location:		
Date:	8-1-16	Sales Rep:	1000 N. DIVISION	
Revision:	1	ML		

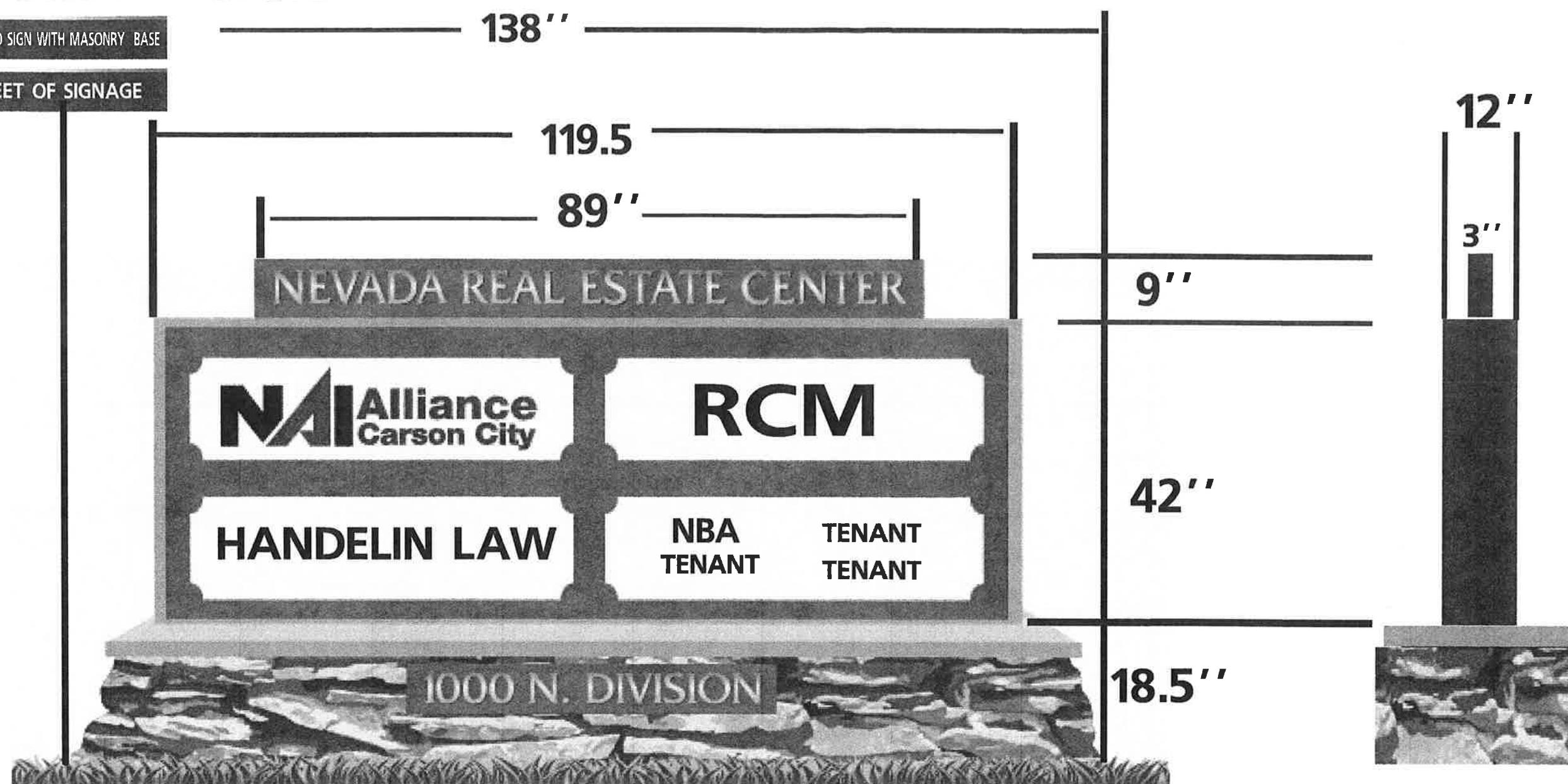
APN 001-181-01  
ZONING RO  
PAGE: 2

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 2017

# MONUMENT SIGN

SIGN TYPE • WOOD SIGN WITH MASONRY BASE

27.5 SQUARE FEET OF SIGNAGE



scale 3/4"=1'0"

SIDE VIEW

**DOUBLE FACED MONUMENT SIGN  
PAINTED WOOD SIGN BOARD  
WITH MASONRY BASE**

RUST COLOR BACKGROUND  
WHITE PANELS WITH BLACK COPY  
SILVER COPY ON NAME AND ADDRESS  
5.5 SQ. FT. PER TENANT



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