



Community Development Department

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

Date: July 31, 2017 Item 4.A

To: Redevelopment Authority Citizens Committee
Meeting of August 7, 2017

From: Lee Plemel, Director

Subject: Façade Improvement Grant Application Review and Approval

RECOMMENDED RACC MOTION: I move to approve the expenditure of \$25,000 for façade improvements to the building located at 410 N. Carson Street, within Redevelopment Area No. 1, subject to the conditions of approval in the staff memo; and to grant a waiver of the policy requiring three bids for the proposed improvements.

DISCUSSION:

The Redevelopment Authority/Board of Supervisors approved the Façade Improvement Program (FIP) on May 3, 2016. A total of \$100,000 has been budgeted for the program in FY 2018 (Fiscal Year ending June 30, 2018), and this is the first application received for funding in this budget year.

The Resolution authorizing the FIP (attached) includes all the requirements related to the program. Applications are accepted and reviewed on a first-come, first-served basis until funding is exhausted. The RACC has final approval authority for all allocated FIP funding.

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 or have had façade improvements completed within the last five years, properties for which property taxes are owed and not paid up to date, properties with outstanding or unresolved code enforcement issues, and properties on

which construction of the proposed improvements has already been started at the time of application submittal to the Community Development Department.

- Eligible Improvements: All exterior building façade 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, signs, roof decking, paving, and any improvements not affixed to the building are not eligible expenses. For the purposes of this policy, exterior building façade includes all portions of a building, excluding the roof decking, visible from the public right-of-way or on-site public parking lot.
- 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.
- 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.
 - D. Applicants shall make every attempt to get the required number of bids for the work to be completed. However, the RACC shall have authority to waive this requirement depending on but not limited to the following conditions: market trends, lack of qualified vendors, timing of application submittals, or other applicable conditions.

FAÇADE IMPROVEMENT PROGRAM GRANT APPLICATION:

Following is a summary of the application received with information included that pertains to the review criteria noted above. Refer to the attached application packets for more details and explanation.

Address: 410 N. Carson Street (north parcel of former Horseshoe Club building)

Requested funding (% of total project cost):

\$25,000 (38% of \$66,116, excluding \$4,916 for signs)

Improvement description: Improvements to Carson Street and public alley facades, including new materials, windows, doors, street-level retail window system, paint, and general architectural improvements.

Redevelopment Area #: 1

Staff analysis: The property is located within the Downtown Mixed Use (DTMU) zoning district. The proposed improvements maintain the historic character of the building while modernizing the street-level façade in compliance with the DTMU development standards (Division 6).

As of the submittal of the application, the applicant has only been able to obtain one bid for the façade improvements. His explanation regarding efforts made to obtain bids and responses from contractors is attached. In addition to the difficulty obtaining bids, the RACC may consider the fact that the maximum grant is \$25,000, which is only 38% of the total estimated project costs based on the bid. It is not likely that the applicant would receive a bid for the same work for less than \$50,000, which would have to be the case for the grant award to be less than \$25,000.

Staff recommendation: Staff recommends funding the full amount requested (\$25,000) and granting a waiver to the requirement for the applicant to obtain three bids based on the applicant's justification.

CONDITIONS OF APPROVAL: Pursuant to the Façade Improvement Program Policies and Procedures, approval of this application is recommended subject to the following conditions:

1. All work shall be performed with building permits and shall be completed by contractors licensed to perform the applicable work.
2. 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.
3. 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.
4. 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.
5. 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.
6. 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.

7. Improvements for which Façade Improvement Program funds are awarded must be started (by obtaining a building permit for applicable improvements) within 180 days of application approval or the beginning of the Fiscal Year from which the funds are available, whichever occurs later. The approved façade improvements must be completed within 180 days of building permit approval. One 180-day extension may be granted by the RACC.
8. All new light fixtures must be approved by the Community Development Planning Division prior to installation.

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. Façade Improvement grant application
2. Façade Improvement Program Resolution
3. Development Standards Division 1.1, Architectural Design
4. Applicable Division 6 DTMU Development Standards

Carson City
Office of Business Development
108 East Proctor Street
Carson City, NV 89701



Façade Improvements Funding Request Form

Douglass Development LLC

NAME OF BUSINESS / APPLICANT

11050 Vincent Lane Reno Nevada 89511

MAILING ADDRESS, CITY, STATE, ZIP CODE

775 843-4003 N/A

PHONE # WEBSITE URL

Douglass Development LLC/Dan Douglass

NAME OF PROPERTY OWNER

11050 Vincent Lane Reno Nevada 89511

MAILING ADDRESS, CITY, STATE, ZIP CODE

775 843 4003 ddouglass@outlook.com

PHONE # EMAIL

410 North Carson Street/ 003-224-03

PROPERTY ADDRESS/APN

DT-MU

PROPERTY ZONING

\$ 25,000.00

TOTAL FUNDING REQUEST

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.)

410 N. Carson Building

PROJECT NAME

Building Façade Improvements

Project Area (check one):

Redevelopment Area #1

Redevelopment Area #2

Project Description (please provide as much detail as possible):

Remove wood and rock from front of building. Remove and replace second floor windows. repair and or replace second floor windowsills. Add glass door to the south for access to the apartments upstairs. Add two new glass doors for the downstairs retail space.

Add new large window system (dark bronze/black anodized frames) for the entire front of the building. Add new cornice above window system. Add new metal awning. Re-skin existing sign and add building address.

Repaint the front of building and add complimentary accent paint color to second floor window trim, window sills, and to the decorative brick at top of building. Remove or replace awing on back of building. Repair and repaint facade on the back of building in the alley to match front of building.

The building will have only two colors a light/whitish color for the body of the building and a dark bronze/black accent color applied to the window trim and sills, skin of the existing sign, kick plate below the storefront windows, the awing, the new cornice, and on some of the brick detail on top of the building. The dark accent color will match the anodized window frames.

RECEIVED

JUL 26 2017

CARSON CITY
PLANNING DIVISION

The following must be submitted with a complete application:

- Photographs of existing façade.
- A cost estimate from a contractor or design professional licensed to perform the applicable work for all eligible improvements.
- Plans and elevations of proposed improvements. Plans must include sufficient detail to show all elements of the project.

Estimated Project Start Date: July 3rd 2017

Estimated Project Completion Date: October 1st 2017

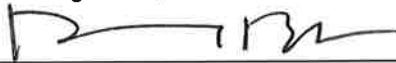
Acknowledgement of Application Provisions: (please check each that you acknowledge)

- I affirm that this project conforms to all applicable codes, ordinances and regulations.
- 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.
- 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.
- All applicable permits will be obtained for this project and all accompanying inspections will be successfully completed to receive reimbursement.
- I affirm that I am in good standing with the Consolidated Municipality of Carson City with respect to taxes, fees, loans or other financial obligations to the City.
- I authorize the submittal of this application and affirm that this application and all attachments are true and accurate to the best of my knowledge.

Property Owner's Name:

Douglass Development LLC/Dan Douglass

Property Owner's Signature:



Date: 6/26/2017

Paul Brooks General Contractor

CA Lic #460021 * NV Lic #39428 (Bid Limit: \$100,000)

(775) 882-8050 Phone & Fax
 199 E. Winnie Lane
 Carson City, NV 89706

Estimate

Date	Estimate #
07/25/2017	217113

Name / Address
Dan Douglass Douglass Development, LLC P.O. Box 60734 Reno, NV 89506

Project
410 N Carson - Face Lift (Front & Rear)

Description	Rate	Total
Temp wall w/ door	1,678.00	1,678.00
Demo store front	1,532.00	1,532.00
Frame new store front & finish carpentry	5,381.00	5,381.00
Tile on new front (Allowance)	1,000.00	1,000.00
Prep & paint front & back of building	6,272.00	6,272.00
New store front doors & glass (8' doors)	23,285.00	23,285.00
Sign & awning work	15,794.30	15,794.30
Plans and engineering - by owner	0.00	0.00
Permit (Allowance)	800.00	800.00
Supervision	750.00	750.00
Lift rental	500.00	500.00
Cleanup & dump fees	500.00	500.00
P & O	8,623.85	8,623.85
TOTAL:		\$66,116.15

Custom Sign & Crane, LLC.

NV Contractors License # 61029

July 14, 2017

410 Carson St

Dan Douglas

Projecting Sign

Dear Dan,

Please accept our price quote:

**1) Overlay background and border with 040 pre coated bronze aluminum. Mfg and install
2ea sets of "410" routed our and stood off aluminum numbers**

Price: \$4,916

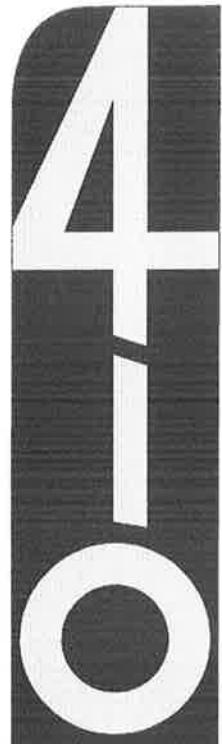
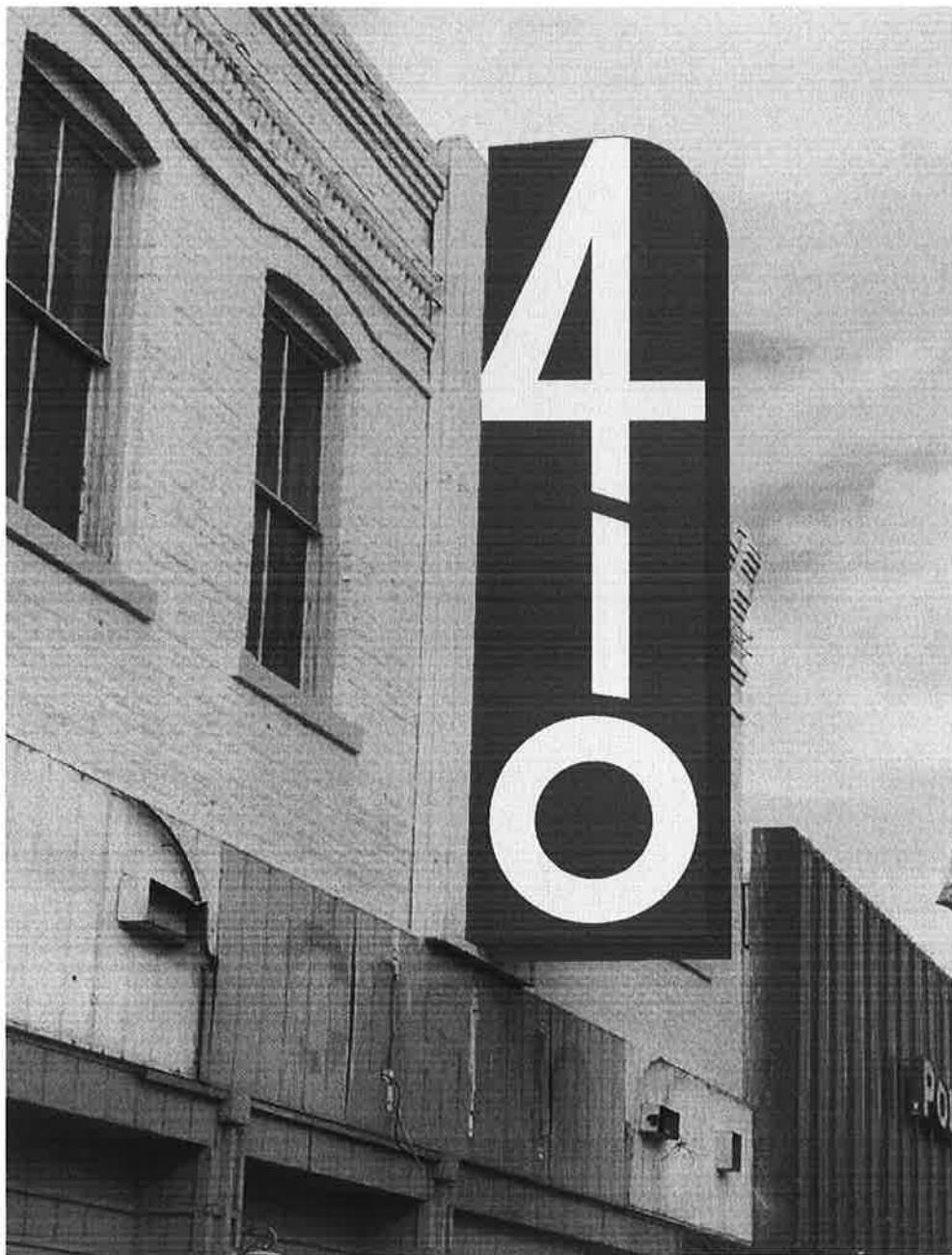
- Notes: 1) This work will be performed as directed by Dan Douglas
2) This proposal is firm for acceptance within (15) working days from the above date,
after that time additional costs may be incurred due to increases in material.
3) Plus applicable taxes
4) Does not include primary power or light socket service if needed
5) Does not include lane closer or traffic control if required

If you have any questions regarding this proposal, or if we may be of any further service to
your firm, please do not hesitate to contact our office.

Thank you,



Marc Lipkowitz
Manager
Custom Sign and Crane, LLC



REVERSE FACE

Reface D/F sign, remove lamps, overlay .040 bronze metal, letters are FCO .090 aluminum stoof off 1.5".

This original design is the property of Custom Sign & Crane Company and may not be altered or reproduced or exhibited in any form to anyone other than the recipient or the recipients employees without written permission. In the event the recipient decides not to purchase the product depicted, this artwork and all copies must be returned to Custom Sign and Crane Company. Colors shown may not represent actual colors

410

SCALE	SALESMAN	DATE	DESIGNER
NOT TO SCALE	M. LIPKOWITZ	July 12, 2017	T. POLAND

BID LIMIT: \$245,000.00, LICENSE CLASSIFICATION: C6, LICENSE NUMBER: 61029 EXP. 12/17

Custom Sign
2222 Mouton Drive
Carson City, NV. 89706
Ph. 775-884-1818

Custom Sign & Crane, LLC.

NV Contractors License # 61029

July 11, 2017

410 South Carson

Dan Douglas

Awning

Dear Dan,

Please accept our price quote:

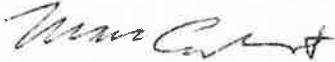
Mfg and install 1ea 2' 6" d x 29' l x 8" t metal awning with 4ea plate mount supports and 4ea can type fluorescent lamp down lights. Precoated 040 bronze aluminum finish

Price: \$10,504

- Notes: 1) This work will be performed as directed by 410 S Carson
2) This proposal is firm for acceptance within (15) working days from the above date,
after that time additional costs may be incurred due to increases in material.
3) Plus applicable taxes
4) Does not include primary power
5) Does not include special inspections

If you have any questions regarding this proposal, or if we may be of any further service to your firm, please do not hesitate to contact our office.

Thank you,



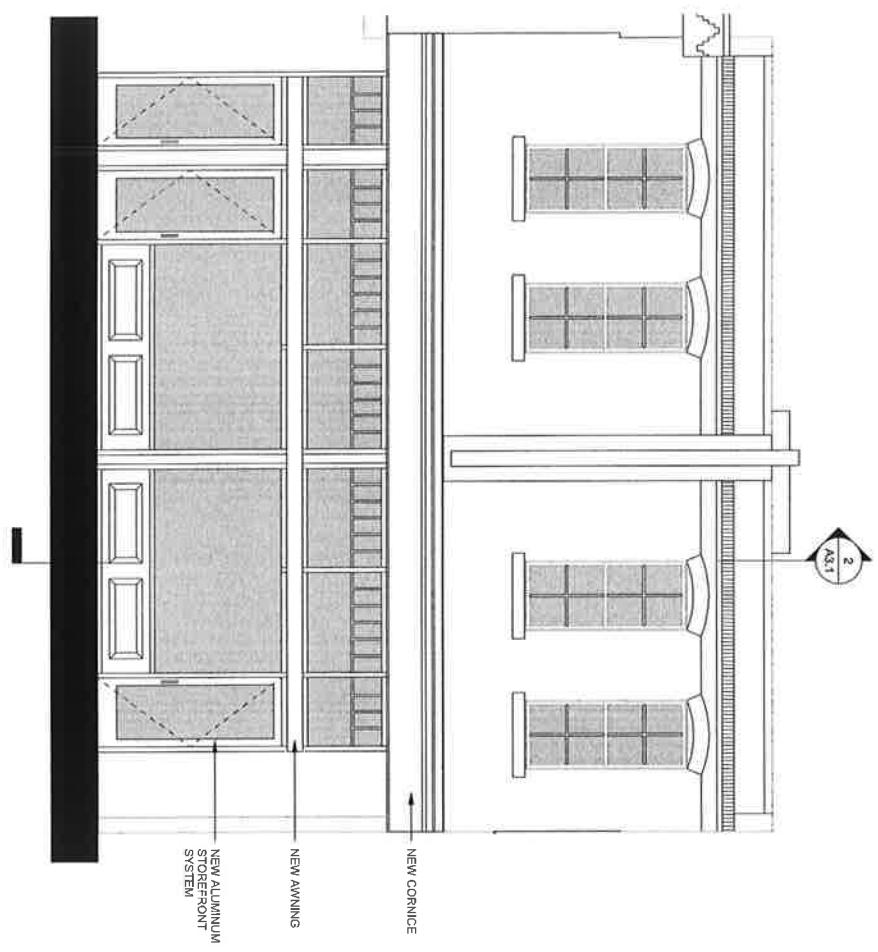
Marc Lipkowitz
Manager
Custom Sign and Crane, LLC

2222 Mouton Dr. Carson City, NV 89706 (775) 884-1818 Fax (775) 884-4118

email: custom.sign@sbcglobal.net

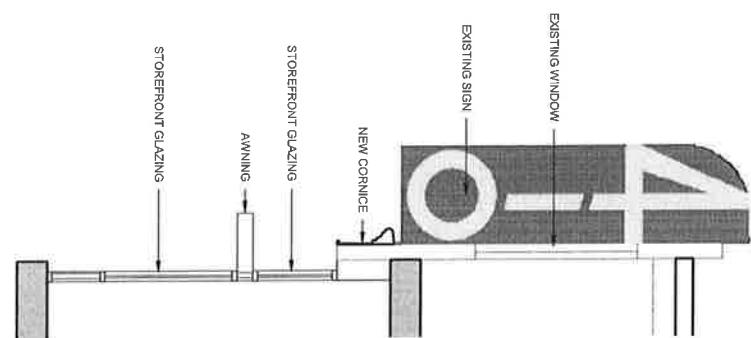
① **MAIN STREET ELEVATION**

1/8" = 1'-0"



② **FRONT FACADE SECTION**

1/8" = 1'-0"



Title EXTERIOR ELEVATION		
Date 05/17/2017	Job Number 16-101	Sheet A3.1
Scale 1/4" = 1'-0"		

**BUILDING IMPROVEMENTS
FOR
410 NORTH CARSON
STREET**

CARSON CITY, NEVADA

Project Name and Address

JOEY LASSONDE DRAFTING
AND Design

Architect:
775-527-2483
7945 OPAL STATION DRIVE
RENO, NEVADA 89506

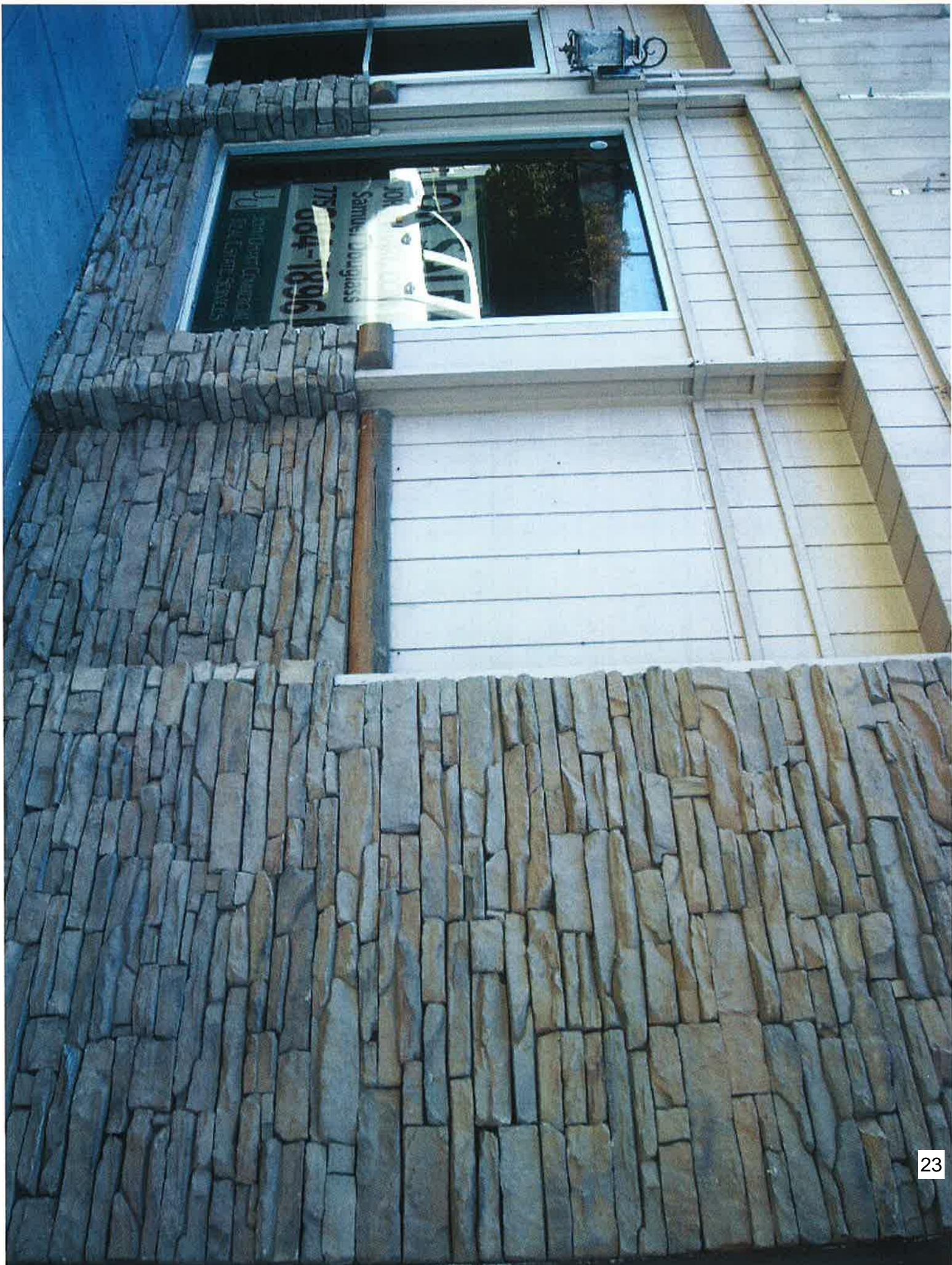
Copyright 2017 All Rights Reserved
Drawings, specifications and other documents including
those in electronic form, prepared by the architect are
the property of the architect and are held in trust by the
Architectural Service for use solely with respect to this
Project. The Architect shall be deemed the author and
owner of these instruments of Service and shall retain all
common law, statutory and other rights reserved, including
copyrights.

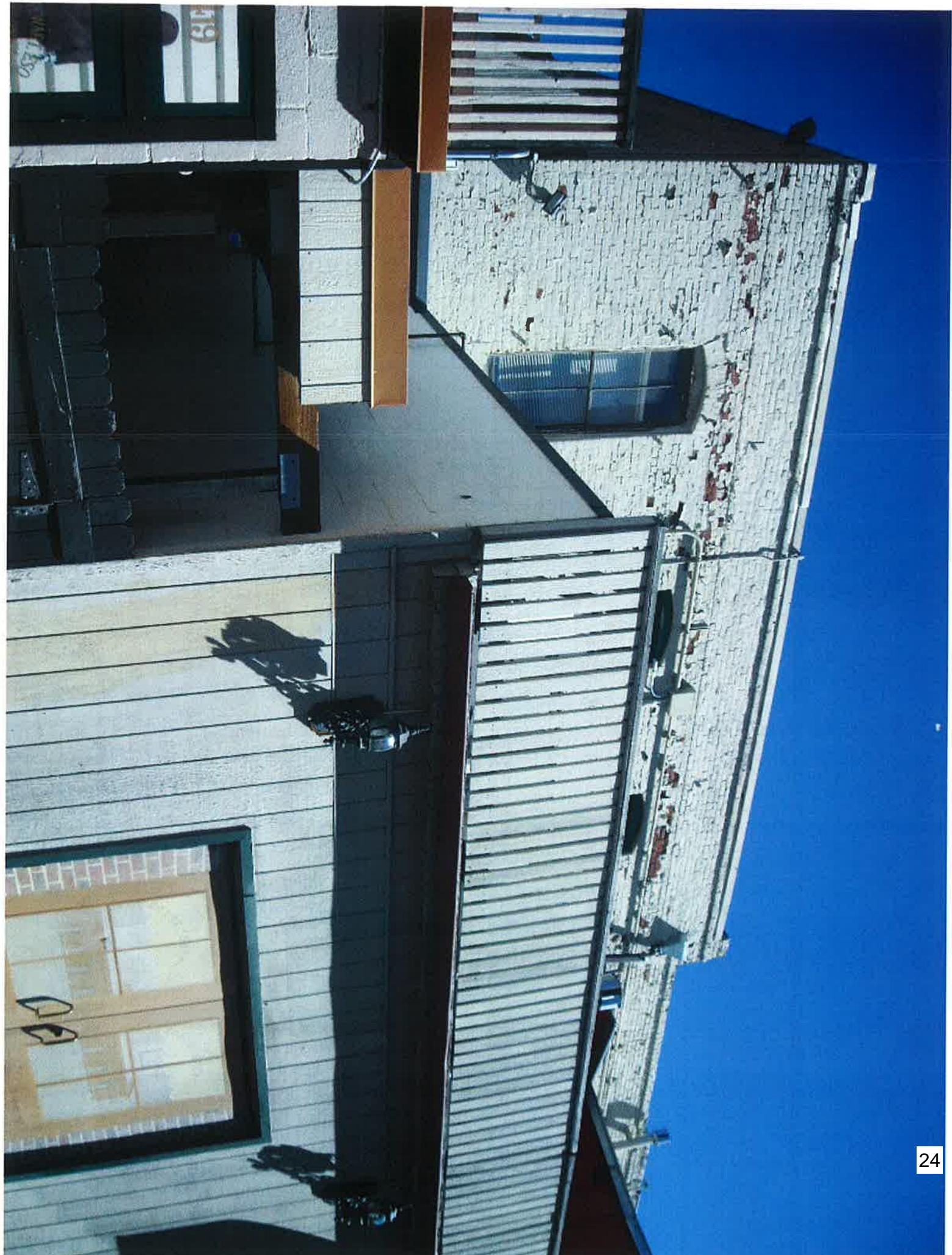
Seal:
JOSEPH A. LASSONDE
REGISTERED
ARCHITECT
STATE OF NEVADA
No. 6338
EX-2 12-21-2017















7/31/2017

To: Lee Plemel AICP Director
Carson City Community Development Department

Hello Lee,

I would like to ask the RACC to waive the three-contractor bid requirement for the building at 410 N. Carson Street.

I am currently in plan check with the City and would begin construction as soon as the building permit is issued.

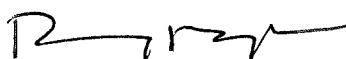
Brooks Construction was selected as the General Contractor for the ground floor and second floor interior remodel and Brooks is also the bidder for the exterior of the building.

Brooks has a deep knowledge of the building and is the contractor on the other adjacent Horse Shoe buildings. Additionally, Brooks will be ready to commence the construction as soon as I have the building permit.

I have waited nine months to get the plans and line up the contractor. I would like to move forward with the project as soon as possible.

Obtaining two additional bids would hold back the project for three to six months or more.

Thank you for your consideration on this matter.



Dan Douglass

Douglass Development

RESOLUTION NO. 2017-RA-R-1 and 2017-R-1

**A RESOLUTION AMENDING RESOLUTION 2016-RAR-3 AND 2016-R-22 TO
CONTINUE THE CARSON CITY REDEVELOPMENT FAÇADE IMPROVEMENT
PROGRAM FOR REDEVELOPMENT PROJECT AREAS 1 AND 2 AND AMEND
PROVISIONS RELATED TO PROJECT ELIGIBILITY REQUIREMENTS.**

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 Redcvelopment Arca 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 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 Redevelopment 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 or have had façade improvements completed within the last five years, properties for which property taxes are owed and not paid up to date, properties with outstanding or unresolved code enforcement issues, and properties on which construction of the proposed improvements has already been started at the time of application submittal to the Community Development Department.
3. **Eligible Improvements:** All exterior building façade 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, signs, roof decking, paving, and any improvements not affixed to the building are not eligible expenses. For the purposes of this policy, exterior building façade includes all portions of a building, excluding the roof decking, visible from the public right-of-way or on-site public parking lot.

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. If available funding is not fully used in any given fiscal year, applications will be accepted on a first-come, first-served basis until available, budgeted funding is exhausted. If available funding has been fully allocated for any given fiscal year, applications may continue to be accepted and will be date stamped for priority consideration for the next fiscal year.
 - 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.
 - D. Applicants shall make every attempt to get the required number of bids for the work to be completed. However, the RACC shall have authority to waive this requirement depending on but not limited to the following conditions: market trends, lack of qualified vendors, timing of application submittals, or other applicable conditions.
 - E. Notwithstanding the provisions above, a property owner/applicant who is also a contractor and will be the contractor for the proposed façade improvements shall not be required to obtain three bids but shall be responsible for obtaining and submitting a written contractor's or subcontractor's bid detailing by line item the description and cost for each item of work to be completed. All contractors must be registered, licensed and bonded in the State of Nevada and licensed to perform the applicable work in Carson City.
12. Completion of Façade Improvements: Improvements for which Façade Improvement Program funds are awarded must be started (by obtaining a building permit for applicable improvements) within 180 days of application approval or the beginning of the Fiscal Year from which the funds are available, whichever occurs later. The approved façade improvements must be completed within 180 days of building permit approval. One 180-day extension may be granted by the RACC.

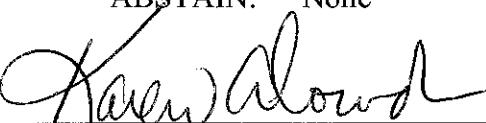
Upon motion by Member Brad Bonkowski, seconded by Member John Barrette, the foregoing resolution was passed and adopted this 5th day of January, 2017, by the following vote:

AYES: Member Brad Bonkowski
Member John Barrette
Member Robert Crowell
Vice Chair Lori Bagwell
Chair Karen Abowd

NAYS: None

ABSENT: None

ABSTAIN: None


KAREN ABOWD, Chair
Recorder

ATTEST:


SUSAN MERRIWETHER, Clerk -

Resolution No. 2017-RA-R-1 and 2017-R-1

Upon motion by Supervisor Brad Bonkowski, seconded by Supervisor Karen Abowd, the foregoing Resolution was passed and adopted this 5th day of January, 2017, by the following vote:

AYES: Supervisor Brad Bonkowski
Supervisor Karen Abowd
Supervisor Lori Bagwell
Supervisor John Barrette
Mayor Robert Crowell

NAYS: None.

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.

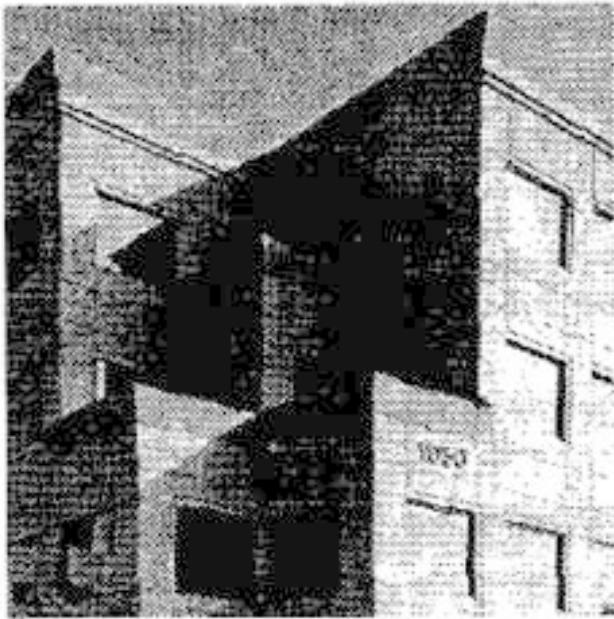
- 1.1.1 The architectural style, massing and proportion of a building should be compatible with and compliment its surroundings and environmental characteristics of the community.
- 1.1.2 Buildings should be designed on a "human scale" by using architectural enhancements such as windows, awnings, arcades,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



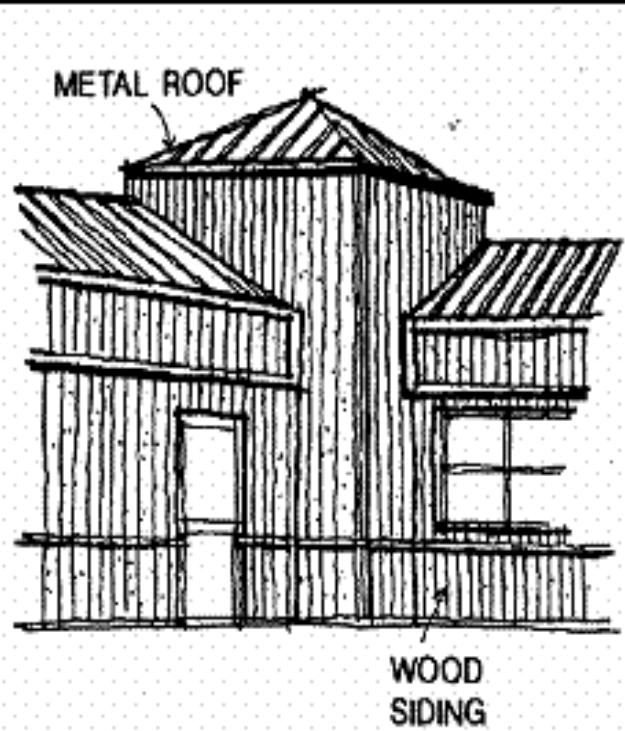
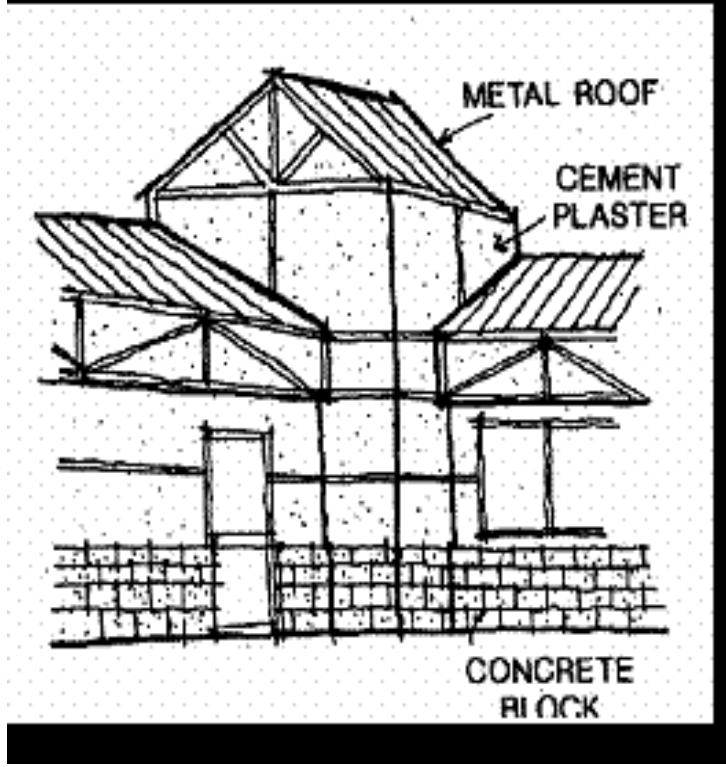
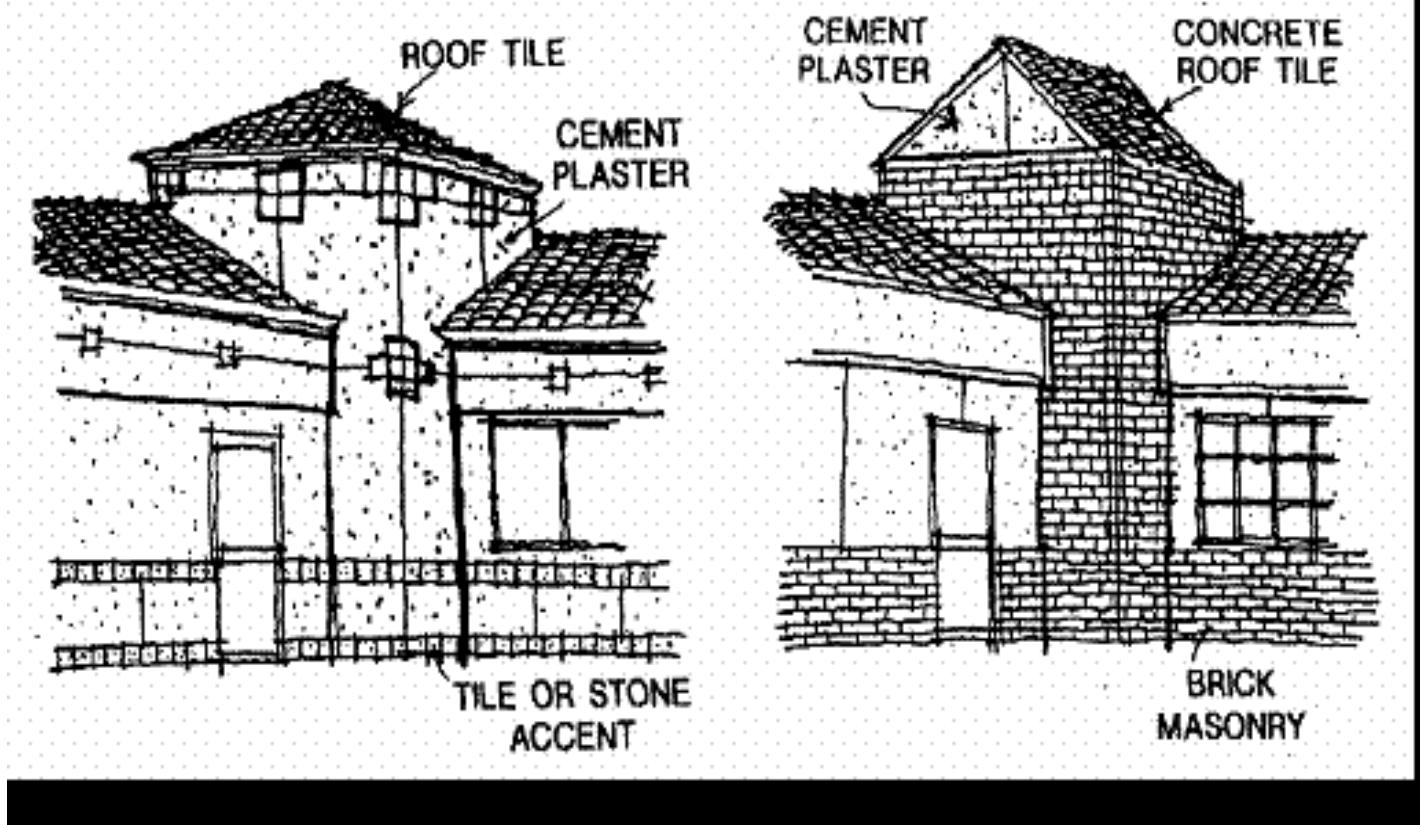
Architectural enhancements such as roof overhangs, arcades and trellises shall be used.

- 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



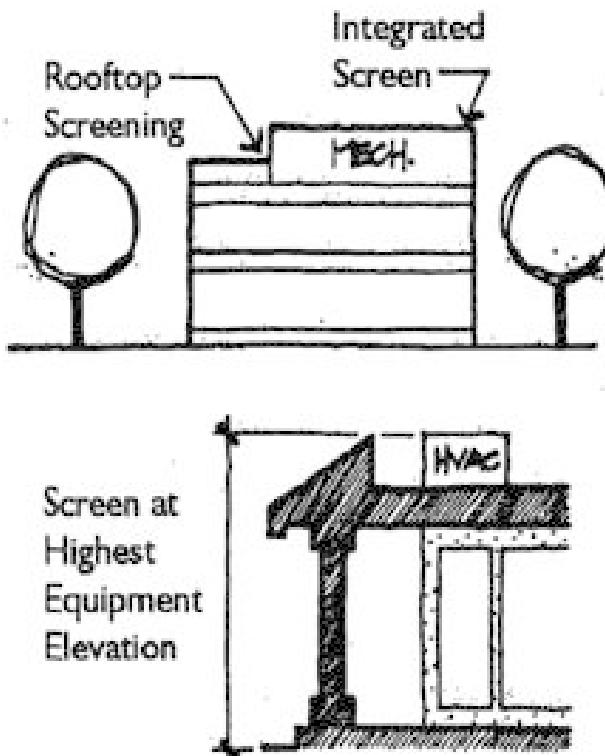
Typical materials and finishes

- 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, 35 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.

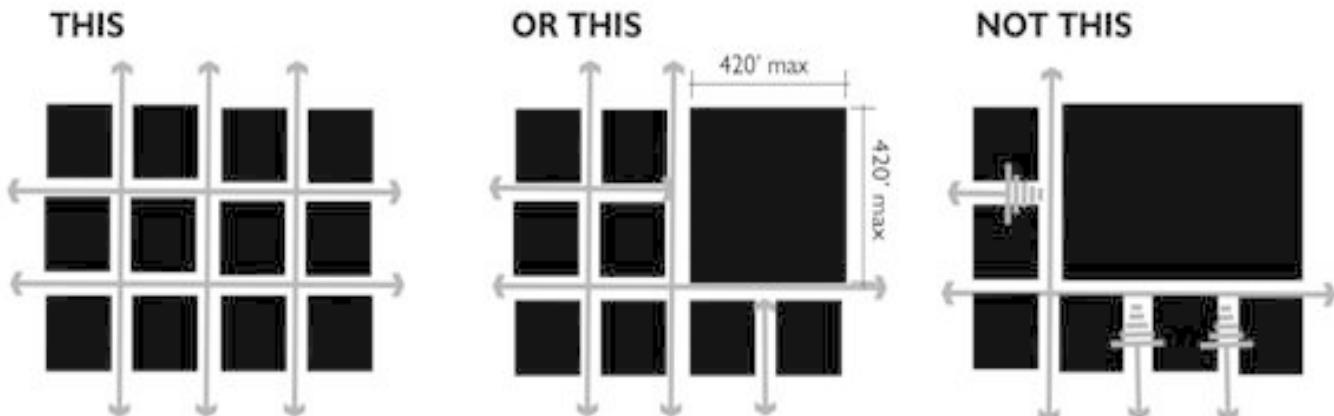
6.6.1 Vehicular and Pedestrian Connections.

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.

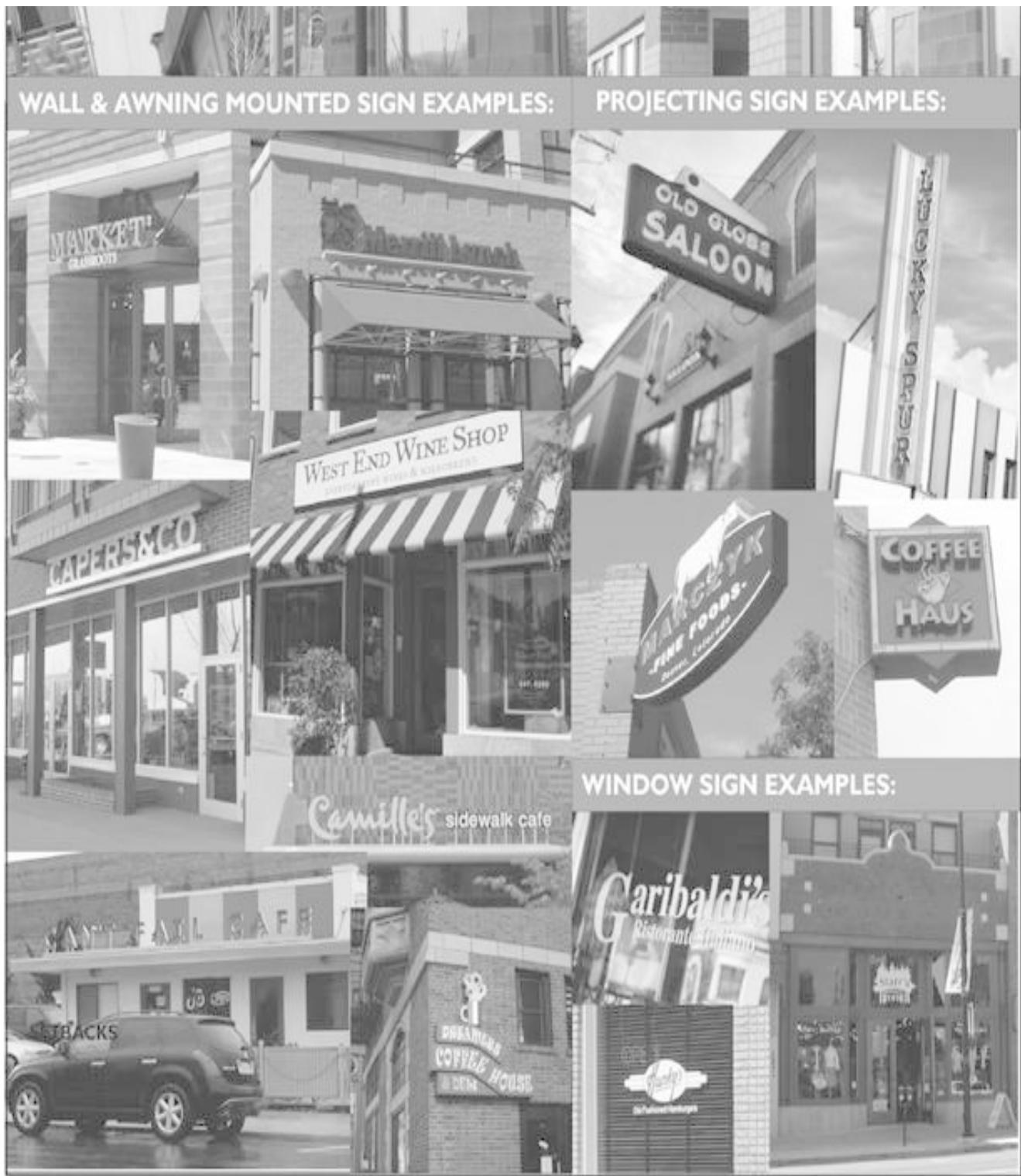
6. Wayfinding Signage. All on-site wayfinding signage shall be consistent with the city's wayfinding signage design standards.
7. A-Frame Signs ("Sandwich-Board" Signs).
 - a. One A-Frame sign is permitted per business per street frontage.
 - b. Sign must be placed against the building the business operates 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. 42
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



THIS



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

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:
 - a. Covered walkways or arcades;
 - b. Awnings, canopies, or porches; and/or
 - c. Projected or recessed building mass.
 6. Parking Structures.
 - a. 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:
 - (1) Windows or window shaped openings;
 - (2) Masonry columns;
 - (3) Decorative wall insets or projections;
 - (4) Awnings;
 - (5) Changes in color or texture of materials;
 - (6) Approved public art;
 - (7) Integrated landscape planters; or
 - (8) Other features as approved by the director or designee.
 - b. 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.
 - a. 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.
 - b. 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.
 - a. 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.
 - b. All equipment shall be located below the highest vertical element of the building.
 - c. 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.

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

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)