

DRAFT MINUTES
Regular Meeting
Historic Resources Commission
Thursday, January 11, 2018 ● 5:30 PM
Community Center Sierra Room
851 East William Street, Carson City, Nevada

Commission Members

Chair – Mike Drews	Vice Chair – Robert Darney
Commissioner – Jed Block	Commissioner – Gregory Hayes
Commissioner – Michelle Schmitter	Commissioner – Donald Smit
Commissioner – Lou Ann Speulda	

Staff

Lee Plemel, Community Development Director
Hope Sullivan, Planning Manager
Daniel Yu, Deputy District Attorney
Tamar Warren, Deputy Clerk

NOTE: A recording of these proceedings, the commission’s agenda materials, and any written comments or documentation provided to the recording secretary during the meeting are public record. These materials are on file in the Clerk-Recorder’s Office, and available for review during regular business hours. An audio recording of this meeting is available on www.Carson.org/minutes.

A. CALL TO ORDER AND DETERMINATION OF QUORUM

(5:32:33) – Chairperson Drews called the meeting to order at 5:32 p.m. Roll was called; a quorum was present.

Attendee Name	Status	Arrived
Chairperson Mike Drews	Present	
Vice Chairperson Robert Darney	Absent	
Commissioner Jed Block	Present	
Commissioner Gregory Hayes	Present	
Commissioner Michelle Schmitter	Present	
Commissioner Donald Smit	Present	
Commissioner Lou Ann Speulda	Present	

B. PUBLIC COMMENTS

(5:34:29) – Chairperson Drews entertained public comments. Hallie Murphy of St. Peter’s Episcopal Church distributed a presentation, incorporated into the record, regarding the church’s vision on improving their property. She walked the Commission through the presentation and acknowledged that she was aware no comments could be provided to her by the commissioners in order to comply with the Open Meeting Law. However, she requested that the commissioners fill out a questionnaire and return them to her on a later date.

C. ACTION ON APPROVAL OF MINUTES FROM THE NOVEMBER 9, 2017 MEETING.

(5:3 9:13) – Chairperson Drews introduced this item and entertained a motion. **Commissioner Speulda moved to approve the November 9, 2017 meeting minutes as presented. Commissioner Hayes seconded the motion. Motion carried 6-0-0.**

D. MODIFICATION OF AGENDA

(5:39:42) – Chairperson Drews introduced the item and noted that Ms. Sullivan had requested addressing items E-5 and E-6 prior to item E-1. **Commissioner Hayes moved to accept the proposed agenda modifications by the Chair. The motion was seconded by Commissioner Speulda. Motion carried 6-0-0.**

E. PUBLIC HEARING MATTERS:

F-1 HRC-17-222 FOR POSSIBLE ACTION: TO APPROVE THE HISTORIC RESOURCES COMMISSION ANNUAL REPORT FOR 2017 TO BE PRESENTED TO THE BOARD OF SUPERVISORS.

(5:50:08) – Chairperson Drews introduced the item. Ms. Sullivan presented the agenda materials which are incorporated into the record. There were no commissioner or public comments. Chairperson Drews entertained a motion.

(5:51:20) – Commissioner Hayes moved to approve the 2017 Historic Resources Commission Annual Report to the Board of Supervisors as presented by Staff. The motion was seconded by Commissioner Speulda. Motion carried 6-0-0.

E-2 HRC-17-223 FOR POSSIBLE ACTION: TO DISCUSS AND POTENTIALLY MAKE NOMINATIONS FOR THE 2018 CARSON CITY HISTORIC PRESERVATION AWARDS FOR OUTSTANDING ACHIEVEMENTS IN HISTORIC PRESERVATION.

(5:51:44) – Chairperson Drews introduced this item. Ms. Sullivan presented the agenda materials, incorporated into the record, and responded to clarifying questions. She also encouraged having filled out forms for the nominations in order to have the rest of the commissioners “see the logic behind the nominations”. Discussion ensued regarding possible nominations and it was agreed to have Chairperson Drews fill out a nomination form for the Covington property. Ms. Sullivan also noted that she would proceed with advertising for additional nominations.

E-3 HRC-17-224 FOR POSSIBLE ACTION: TO DISCUSS THE HISTORIC RESOURCES ANNUAL SCAVENGER HUNT AND POSSIBLY ACCEPT VOLUNTEER COMMISSION MEMBERS TO COORDINATE THE SCAVENGER HUNT WITH PLANNING STAFF.

(5:57:12) – Chairperson Drews introduced the item. Ms. Sullivan presented the Staff Report, incorporated into the record. Discussion ensued and Commissioner Speulda offered to work on the Scavenger Hunt with Commissioner Hayes offering to brainstorm.

E-4 HRC-17-225 FOR POSSIBLE ACTION: TO ELECT A HISTORIC RESOURCES COMMISSION CHAIRMAN AND VICE CHAIRMAN FOR THE PERIOD FEBRUARY 2018 TO JANUARY 2019.

(6:01:41) – Chairperson Drews introduced the item and Ms. Sullivan reviewed the City policy regarding the elections. Commissioner Hayes praised the current chair and cited that 25 out of 41 [application] submissions were handled administratively because of Chairperson Drews’ experience and knowledge. In response to a question by Commissioner Smit, Assistant Deputy District Attorney Yu clarified that the two-year limit to serve as chair “is not a strict requirement” but a recommendation. Discussion ensued regarding the requirements of the office of the chairperson. Commissioner Block believed it was also important to be able to run a meeting.

(6:05:31) – Commissioner Smit nominated Mike Drews to the position of Chair. Commissioner Speulda seconded the nomination. There were no other nominations and Chairperson Drews called for the vote. The nomination carried 6-0-0.

(6:06:10) – Commissioner Block nominated Robert Darney to the position of Vice Chair. Commissioner Speulda seconded the nomination. There were no other nominations and Chairperson Drews entertained a vote. The nomination carried 6-0-0.

E-5 FOR POSSIBLE ACTION: HRC-17-163 – CONTINUATION OF CONSIDERATION OF A REQUEST FROM JENNIFER YEN TO INSTALL ROOF MOUNTED SOLAR PANELS ON PROPERTY ZONED RESIDENTIAL OFFICE (RO), LOCATED AT 314 WEST FIFTH STREET, APN 003-129-04.

(5:40:20) – Chairperson Drews introduced the item. Ms. Sullivan noted that the applicant had requested the continuation of this item to the March 8, 2018 meeting, as she was working with a solar company to identify alternative locations for roof-mounted solar panels. There were no public comments. **Commissioner Hayes moved to continue this agenda item to the March 18, 2018 meeting. The motion was seconded by Commissioner Smit. Motion carried 6-0-0.**

E-6 FOR POSSIBLE ACTION: HRC-18-001 - TO CONSIDER A REQUEST FROM DAVID AND DAWN MOORES TO DEMOLISH AN EXISTING STRUCTURE ON PROPERTY ZONED RESIDENTIAL OFFICE (RO), LOCATED AT 213 SOUTH NEVADA STREET, APN 003-114-08.

(5:41:50) – Chairperson Drews introduced the item. Ms. Sullivan presented the agenda items and noted that the property owners were present in the audience. Chairperson Drews stressed the importance of Conditions of Approval number 1 and number 3. Applicant David Moores noted his agreement to the conditions and noted that repairs “wouldn’t make it a very good building”; therefore, demolition was a better option. There were no public comments.

(5:47:53) – Commissioner Speulda moved to approve HRC-18-001, a request from David and Dawn Moores to demolish a 720 square foot building constructed in 1952 on property zoned Residential Office (RO), located at 213 South Nevada Street, APN 003-114-08, based on the findings that the cultural resource does not meet National Register significance criteria, and subject to the conditions of approval: 1) the approval shall not be in effect until such time as a site development plan has been submitted to and approved by the Historic Resources Commission; and 2) this approval shall not be in effect until such time as the Historic Resources Commission has approved a replacement building or site improvement and all of their necessary approvals have been obtained. The motion was seconded by Commissioner Schmitter. Motion carried 6-0-0.

E-7 FOR POSSIBLE ACTION: HRC-17-203 – REVIEW AND DISCUSSION OF THE NOVEMBER 8, 2017 LETTER FROM THE STATE HISTORIC PRESERVATION OFFICER PROVIDING OBSERVATIONS AND RECOMMENDATIONS CONCERNING CARSON CITY’S CERTIFIED LOCAL GOVERNMENT PROGRAM.

(6:07:30) – Chairperson Drews introduced the item. Ms. Sullivan gave background and presented the agenda materials which are incorporated into the record. She also responded to clarifying questions by the commissioners. Chairperson Drews provided additional background and suggested having a binder for the commissioners, especially for new members, adding that the last update was done in 2005. He also believed that many of the future action items may be funded by Certified Local Government (CLG) funds, and suggested agendaizing one item per month for discussion. Commissioner Block inquired about public education in providing a plaque for the historic properties. Chairperson Drews was under the impression that a Carson City Historic Register could also be a possibility. Ms. Sullivan noted that the purpose of this agenda item was to make the State Historic Preservation Office (SHPO) letter available to all the Commissioners and to provide a basis for future discussions. No action was necessary for this item.

E-8 FOR POSSIBLE ACTION: HRC17-121 – DISCUSSION OF THE 2018 HISTORIC PRESERVATION FUND, AND, SPECIFICALLY, FUNDING FOR THE NATIONAL ALLIANCE OF PRESERVATION COMMISSIONS FORUM.

(6:16:18) – Chairperson Drews introduced the item and Ms. Sullivan presented the agenda materials, incorporated into the record, and inquired about the number of HRC members wishing to attend the National Alliance of Preservation Commissions Forum. Chairperson Drews reported on the past year’s Forum and believed it was a worthwhile event. Ms. Sullivan clarified that the Forum was targeted towards commission members and their challenges and cited examples from the previous conference that focused on the preservation of windows, adding that she had planned on having three commissioner attendees. Commissioners Smit and Schmitter, and Chairperson Drews noted their interest. Discussion ensued regarding covered expenses and Ms. Sullivan clarified that she had requested grants for airfare, lodging, meals, auto rental, fuel, and parking, adding that the time spent at the conference would be allocated towards fund matching.

F. STAFF REPORTS

F-1 DISCUSSION ONLY

PLANNING DIVISION STAFF REPORT TO THE HISTORIC RESOURCES COMMISSION

(6:23:46) – Ms. Sullivan reviewed the administrative approvals and stated that the Planning Commission had unanimously approved the HRC’s recommendations for the City’s code amendment on fencing materials. She also stated that the Board of Supervisors had introduced an ordinance regarding the same, which would most likely be adopted at the next Board of Supervisors meeting.

COMMISSIONER REPORTS/COMMENTS

(6:24:22) – There were no Commissioner reports or comments.

FUTURE AGENDA ITEMS

(6:24:30) – Commissioner Block suggested a discussion on signage. Ms. Sullivan noted that an application by Prestige nursing home and Dr. Yen’s request for solar panels might be agendaized for the next meeting.

G. PUBLIC COMMENTS

(6:26:32) – Chairperson Drews entertained public comments; however, none were forthcoming. He also requested Mr. Yu’s opinion on how to respond to the questions submitted by St. Peter’s Episcopal Church. Mr. Yu offered to review the questions and give direction to the Chair.

H. ACTION ON ADJOURNMENT

(6:27:40) – **Commissioner Block moved to adjourn and Commissioner Speulda seconded the motion. The meeting was adjourned at 6:27 p.m.**

The Minutes of the January 11, 2018 Carson City Historic Resources Commission meeting are so approved this 8th Day of March, 2018.

MIKE DREWS, Chair