

**STAFF REPORT FOR THE HISTORIC RESOURCES COMMISSION MEETING OF MARCH 6, 2024**

**FILE NO:** HRC-2023-0218

**AGENDA ITEM:** 5.A

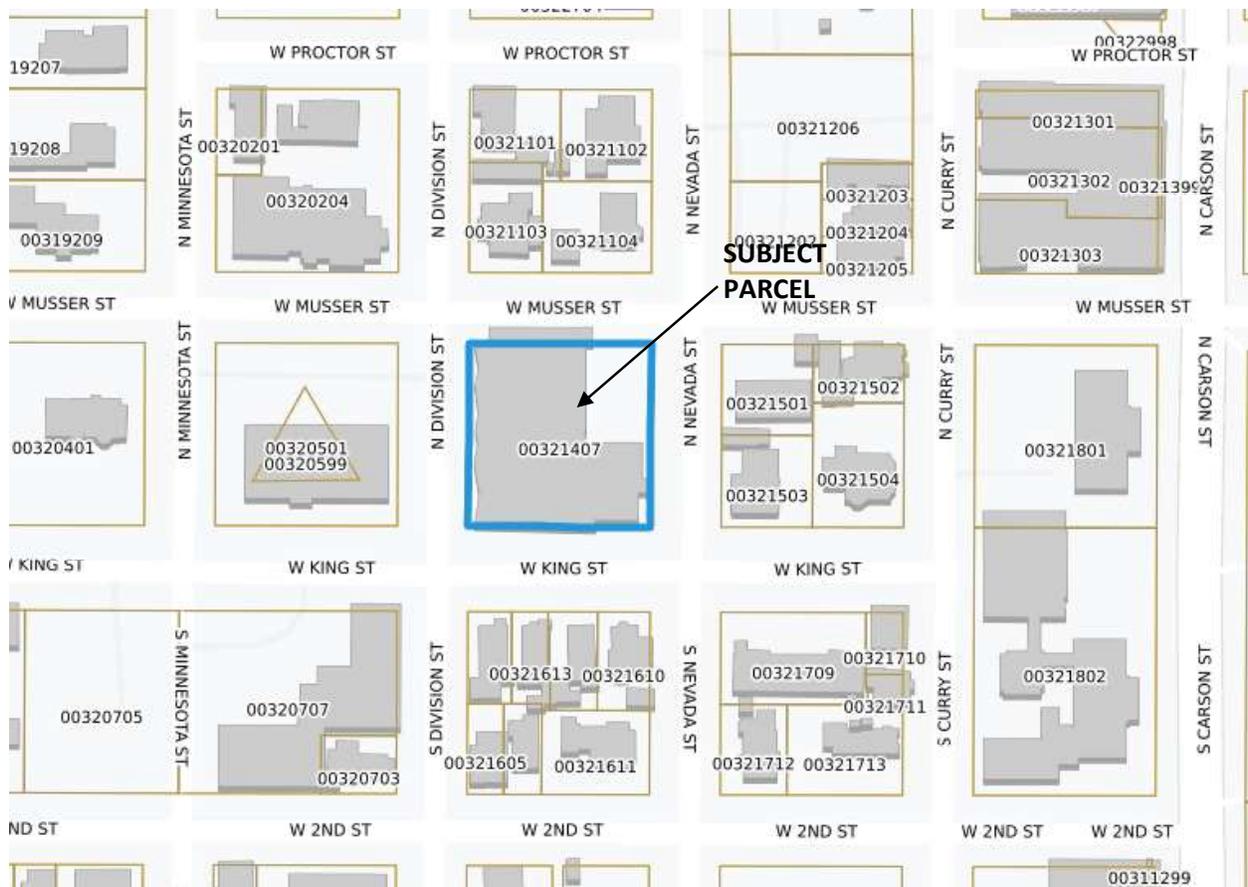
**STAFF AUTHOR:** Heather Ferris, Planning Manager

**AGENDA TITLE:** For possible action: Discussion and possible action regarding a proposed new landscape wall with an enclosed bulletin board on property zoned Residential Office (“RO”), located at 115 N. Division Street, Assessor’s Parcel Number (“APN”) 003-214-07. (Heather Ferris, [hferris@carson.org](mailto:hferris@carson.org))

**Staff Summary:** The First Presbyterian Church (“Applicant”) is proposing the construction of a new landscape wall with a 3 foot by 6 foot enclosed bulletin board on the subject property just south of the intersection of N. Nevada Street and W. Musser Street. The applicant is proposing a traditional style bulletin board with the message being changed manually. Strip LED lighting will be used to the bulletin board from behind the frame. If the new sign is approved, the applicant will also remove the existing reader board sign located west of the intersection. The Historic Resources Commission (“HRC”) will review the request for compliance with the guidelines for the historic district.

**RECOMMENDED MOTION:** “I move to approve HRC-2023-0218 based on the findings and conditions of approval outlined in the staff report, the Carson City Historic District Guidelines, and consistent with the Historic Resources Commission Policies.”

**VICINITY MAP:**



## **RECOMMENDED CONDITIONS OF APPROVAL**

1. All development shall be substantially in accordance with the approved plans.
2. All on and off-site improvements shall conform to City standards and requirements.
3. Illumination shall be limited to adjustable LED strip lighting that will be mounted behind the frame. Lighting shall be included on the plans submitted for the building permit. The applicant shall provide manufacturer's specification sheets that demonstrate that the light will be shielded so as not to spill onto adjacent properties.
4. 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 of the Carson City Community Development Department 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.
5. 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 HRC meeting for further consideration.
6. 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 U.S. Secretary of the Interiors Standards.

**LEGAL REQUIREMENTS:** Carson City Municipal Code ("CCMC") 18.06.015 (Procedure for Proposed Project)

**MASTER PLAN DESIGNATION:** Medium Density Residential ("MDR")

**ZONING:** Residential Office ("RO")

## **PREVIOUS REVIEWS:**

- HRC-16-097: Replace existing sidewalk with pavers; and replace existing small roof structure with a new 700 square foot covered walkway.
- HRC-09-015: Wall signs
- HRC-05-268: Demolition of 1947 addition to church and construction of a new church and narthex approximately 8,483 square feet.
- H-02/03-14: Replacement windows and new non-illuminated wall signs.
- H-01/02-2: Request to demolish existing 4,385 square foot church and construction new sanctuary, narthex, choir rehearsal room and restrooms.
- H-90/91-7: Proposed expansion of the church.
- H-90/91-4: Roof color.

## **DISCUSSION:**

The subject property is improved with a church that was originally constructed between 1862 and 1864. The church is a large two-story brick structure that combines the elements from Gothic Revival and Classical Revival architectural traditions. As Nevada's first church, the structure is an important focal point of the area and contributes to the historic setting and

character of the district.

The applicant is seeking approval to construct a new landscape wall with enclosed bulletin board. New signs within the historic district must comply with the requirements of CCMC 18.06.135 and Division 5.23 of the Carson City Development Standards (CCDS). Generally, signs in the historic district “must have an appearance, color, size, position, method of attachment, texture of materials and design in keeping with the character of the place or district.” Additionally, signs may be lit; however, flashing, blinking, revolving or other motion lights are prohibited.

The Secretary of the Interior’s Standards #9 states that “New additions, exterior alterations, or related new construction will not destroy historic materials, features and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale, proportion, and massing to protect the integrity of the property and its environment.”

The Secretary of the Interior’s Standards #10 states that “New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.”

Staff finds the proposed landscape wall with the traditional manual style, enclosed bulletin board to be consistent with the Secretary of the Interior’s Standards in that the sign will not compromise the historic features of the site, and if removed in the future, the site would be unimpaired. Additionally, staff finds the traditional manual style bulletin board is in keeping with the historic character of the district (CCDS Division 5.23) and complies with CCMC 18.06.135.

Attachments:

- Carson City Resources Inventory 1980
- Carson City Resources Inventory (updated) 1988
- Architectural Survey 2011
- Application HRC-2023-0218

CARSON CITY RESOURCES INVENTORY

IDENTIFICATION:

- 1. Address: 100 North Nevada 110 N. NEVADA APN 3-214-03
- 2. Common Name: First Presbyterian Church
- 3. Historic Name: First Presbyterian Church
- 4. Present Owner: Presbyterian Church
- 5. Address (if not occupant): 110 North Nevada, Carson City, Nevada
- 6. Present Use: church Original Use: church

DESCRIPTION, ALTERATIONS, AND RELATED FEATURES:

Stylistically, the large two story brick structure is a vernacular building that combines elements from Gothic Revival and Classical Revival architectural traditions. The tall square entrance tower with its crenelated parapet is the focal point of the composition and contains tall, slender, arched windows of successively larger size from second floor to first. The main building is formed of intersecting gables and contains arched windows and door openings within recessed wall panels. There are fanlight windows above the Nevada Street entrances. The northern gable of the Nevada Street elevation is enclosed, contains decorative paired brackets, and the facade holds tall compound-arched windows. The gable facing King Street has eave returns and contains arched windows enframed in recessed panels. A round opening occurs in the gable peak. This portion of the church was not built until after the dwelling on the site was demolished between 1890 and 1907.

The King Street wing is an early alteration. A later addition has been made to its west elevation. A later wing to the north was added in the 1970's. This two story brick wing is gabled and contains eave returns in its northern gable. Decorative stair railings have been added as well as fire escape stairs and landing. The original steeple is gone and the rectory that stood next to its was moved in the 1970's.

RELATIONSHIP TO SURROUNDINGS:

The structure is larger in scale, height, and massing than surrounding buildings. Its design is also unusual though relatively compatible in its Classical Revival derivations.



Street Furniture: three signs on property, one on lawn, two on building

Landscaping: large lawn, mature street trees, some bushes and shrubs

Architectural Evaluation: PS      NR X

District Designation: PD 2 NR     

HISTORIC ENVIRONMENT CONSULTANTS

2306 J Street, Penthouse

Sacramento, CA 95816

(916) 446-2447

Date March 1980

THREATS TO SITE:

None Known  Private Development \_\_\_\_\_  
Zoning RD Public Works Project \_\_\_\_\_  
Vandalism \_\_\_\_\_ Neglect \_\_\_\_\_ Other \_\_\_\_\_

ADJACENT LAND USES:

residential/commercial

PHYSICAL CONDITION:

Excellent \_\_\_\_\_ Good  Fair \_\_\_\_\_ Deteriorated \_\_\_\_\_

APPROXIMATE SETBACK: 15 feet

HISTORICAL BACKGROUND:

Architect (if known) \_\_\_\_\_

Builder (if known) \_\_\_\_\_

Date of Construction 1862-64 Estimated \_\_\_\_\_ Factual  Source: Don Ford

Is Structure on Original Site?  Moved? \_\_\_\_\_ Unknown \_\_\_\_\_

SIGNIFICANCE:

A unique example of an unusual style and type of structure, the church is one of the city's significant architectural resources. The imposing form and size of the building add to its impressive qualities. The composition of the building is unusual and the tower is a unique representative of the castellated Gothic Revival style within the city. The varied design treatment of the arched windows and recessed panels is also highly unusual and decorative. As Nevada's first church, the structure is an important focal point of the area and contributes to the historic setting and character of Preservation District #2.

SOURCES:

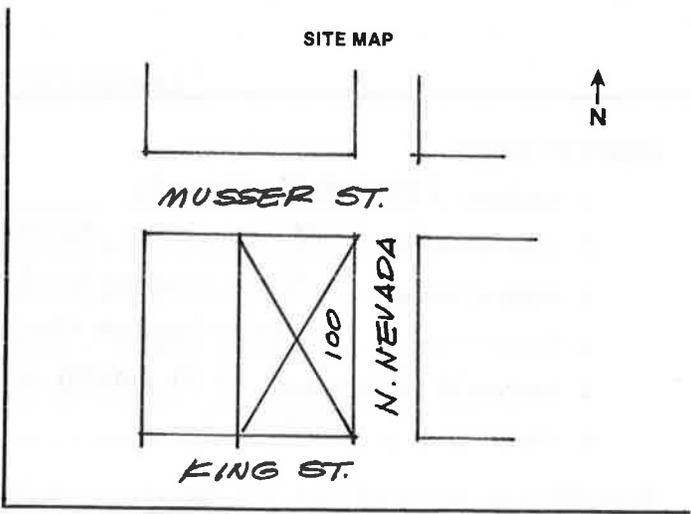
Don Ford  
Noreen Humphreys

SUGGESTED LAND USE AND FACADE MODIFICATIONS, WHERE APPROPRIATE:

Adaptive Use:

Facade Changes:

Zoning:



**CARSON CITY RESOURCES INVENTORY**

**IDENTIFICATION:**

- 09 3-214-03  
 PRESBYTERIAN CHURCH  
 110 N NEVADA ST  
 CARSON CITY NV 89703
1. Address: 100 North Nevada
  2. Common Name: First Presbyterian Church
  3. Historic Name: First Presbyterian Church
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District Designation: PD 2 NR \_\_\_\_\_

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2306 J Street, Penthouse

Sacramento, CA 95816

(916) 446-2447

Date March 1990

THREATS TO SITE:

None Known  Private Development \_\_\_\_\_  
Zoning RD Public Works Project \_\_\_\_\_  
Vandalism \_\_\_\_\_ Neglect \_\_\_\_\_ Other \_\_\_\_\_

ADJACENT LAND USES:

residential/commercial

PHYSICAL CONDITION:

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APPROXIMATE SETBACK: 15 feet

HISTORICAL BACKGROUND:

Architect (if known) \_\_\_\_\_

Builder (if known) \_\_\_\_\_

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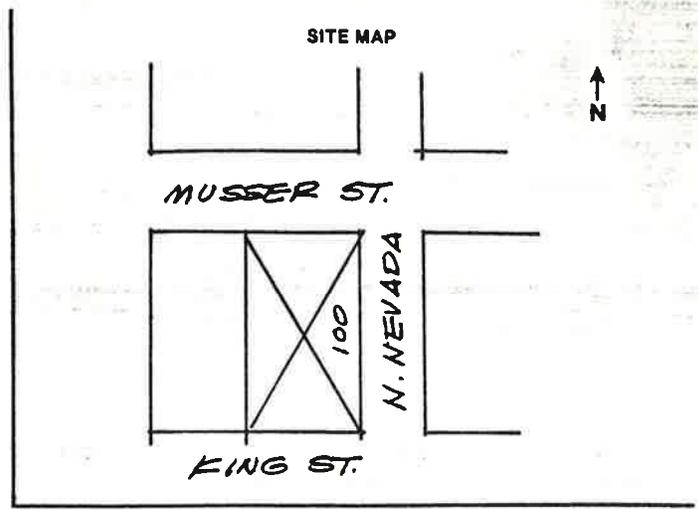
Don Ford  
Noreen Humphreys

SUGGESTED LAND USE AND FACADE MODIFICATIONS, WHERE APPROPRIATE:

Adaptive Use:

Facade Changes:

Zoning:



1988 Update by: Ana Koval  
Rainshadow Associates  
P.O. Box 352  
Carson City, NV 89702  
(702) 849-1438

NEVADA STATE HISTORIC PRESERVATION OFFICE  
HISTORIC RESOURCES INVENTORY FORM

Rev. 3/00

**For Office Use Only**

**1. PROPERTY NAME**

**1A. Historic Name**

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

First Presbyterian Church of Carson City

**1B. Current/Common Name**

110 N. Nevada St.

**2. PROPERTY ADDRESS**

Street Address	110 N. Nevada St.
City, Zip Code	Carson City, NV 89703
County	Carson City

**3. PROPERTY OWNERSHIP**

**3A. Original Owner**

Name

**3B. Current Owner**

Name	First Presbyterian Church of Carson City
Mailing Address	306 W. Musser St., Carson City, NV 89703
Assessor's Parcel Number (APN)	003-214-06

**4. CURRENT PROPERTY STATUS**

<input checked="" type="checkbox"/>	Occupied	<input type="checkbox"/>	Vacant
<input type="checkbox"/>	Other (please specify)		

**5. PROPERTY USE**

**5A. Current Use**

<input type="checkbox"/>	Residential	<input type="checkbox"/>	Commercial	<input checked="" type="checkbox"/>	Religious
<input type="checkbox"/>	Educational	<input type="checkbox"/>	Governmental	<input type="checkbox"/>	Industrial
<input type="checkbox"/>	Other (please specify)				

**5B. Historic Use**

<input type="checkbox"/>	Residential	<input type="checkbox"/>	Commercial	<input checked="" type="checkbox"/>	Religious
<input type="checkbox"/>	Educational	<input type="checkbox"/>	Governmental	<input type="checkbox"/>	Industrial
<input type="checkbox"/>	Other (please specify)				

**6. CURRENT ACCESS**

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

**7. ACREAGE**

0.72	<input type="checkbox"/>	Estimated
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**8. PROPERTY LOCATION**

**8A. UTM Location/Reference(s)**

Zone 11 260870E 4338440N
--------------------------

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

T15N, R20E, Sec 17, Mt. Diablo Base Meridian, Carson City, NV USGS quad map (1994)
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**9. RESOURCE DESCRIPTION**

**9A. Resource Type**

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

**9B. Exterior Resource Features**

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

**9C-F. Materials and Systems (See instructions and enter codes from HRIF Codes page)**

9C. Roofing Material(s)	9D. Exterior Surface Material(s)
R-3 Composition Shingle	ES-2 Brick, structural
9E. Building Structural System	9F. Foundation Structural System
SS-4 Masonry	F-5 Stone

**9G. Written Description**

See continuation sheet

**9H. Associated Structures/Features**

Associated structures/features (submit <i>Associated Structures Summary</i> )	X	Yes		No
---	---	-----	--	----

**9I. Integrity**

X	Original site		
	Altered (describe on continuation sheet)	Date altered	
	Moved	Date moved	
Moved from			

**9J. Condition**

X	Good		Fair
	Poor		Ruins

**9K. Threats**

None known

**10. RESOURCE DATE AND SIGNIFICANCE**

**10A. Architect/Engineer/Designer**

Unknown

**10B. Builder/Contractor**

Corbett Brothers (Daniel and William)

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

Italianate

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

1862-64		Circa
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**10E. Date(s) of Significance**

1862-64

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

**Land Usage: Townsite Development and City Planning**

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

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

**10H. Justification**

See continuation sheet

**11. BIBLIOGRAPHY**

See continuation sheet

**12. FORM INFORMATION**

Report Number/Name	2011 Carson City Survey
Date Surveyed	April 2011
Surveyor Name	J. Daniel Pezzoni
Company	Landmark Preservation Associates
Address	6 Houston Street, Lexington, VA 24450
Telephone Number	(540) 464-5315

**13. ATTACHED DOCUMENTATION**

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

**NEVADA STATE HISTORIC PRESERVATION OFFICE HISTORIC RESOURCE INVENTORY FORM  
CONTINUATION SHEET**

**Property Name: First Presbyterian Church of Carson City**  
**Section No. 9G, 11      Page No. 5**

**City, County: Carson City**

As built First Presbyterian Church was a gable-front brick building of tall one-story form. This original section is readily visible despite later additions, its principal exterior alteration being the conversion of a center entry into a window. The original section has painted brick (as does the 1896 section) with a decorative treatment of round-arch recesses separated by narrow recessed "pilasters." The pedimented gable has heavy molded horizontal and raking cornices with small sawn brackets in pairs. The present asphalt shingle roofing is over several layers of wood shingle roofing. The windows, originally fitted with multi-pane sashes, have stained glass depicting religious personages. In 1896 a two-stage entry tower was added to the south front corner and a two-story Sunday school wing was added to the south side. The tower and wing have recessed "pilaster" strips like the original section and also arched façade bays, but the arches are basket-handle rather than round. At the base of the tower is a round-arch entry with double-leaf panel doors and a fanlight with radial muntins. Next to the entry are two plaques: one for the Carson City Historical Commission (dated 1975) and another noting the church is an American Presbyterian and Reformed Historical site (plaque no. 285). The tower and wing have single and clustered tall windows with round-arch heads. The tower has battlements; it formerly had a belfry and steeple removed in the late 1940s. The wing has a cornice with paired brackets and a round-arch window in the gable (now closed in). On the north extends a two-story Fellowship Hall and educational wing constructed between 1960 and 1968. The cinder block wing has a metal-sheathed gable roof and what appear to be replacement windows. A large rear addition with a simulation stucco exterior was made in 2008. The addition echoes elements of the nineteenth-century church such as multiple gables and round-arch and round windows.

First Presbyterian Church dates its origins to 1861 when Reverend William Brier organized a small gathering as the congregation. Construction of the original section began in 1862 but due to economic conditions the building was not completed until 1864. The Corbett brothers, Daniel and William, are credited with the construction. The church is documented as the oldest surviving church building in the state. Orion Clemens was a prominent early member and his brother, Samuel Clemens or Mark Twain, helped raise money for the building's completion. The tower and Sunday school wing were added in 1896 and various smaller additions and alterations were made through the first half of the twentieth century. The construction of the large Fellowship Hall in the 1960s and completion of the even larger addition of 2008 have given the building its present form.

The property is classified as a contributing resource in the West Side Historic District.

**Sources**

Goodwin, Victor, and Wilbur Wieprecht. "First Presbyterian Church, Carson City, Nevada, History, 1861-1997." Report, ca. 1997.

Kientz, Marvin. "First Presbyterian Church, Carson City, Nevada: A History." Article on line at the First Presbyterian Church website ([www.fpccarsoncity.com](http://www.fpccarsoncity.com)).

Historic Environment Consultants. Carson City Resources Inventory Survey Forms. 1980.



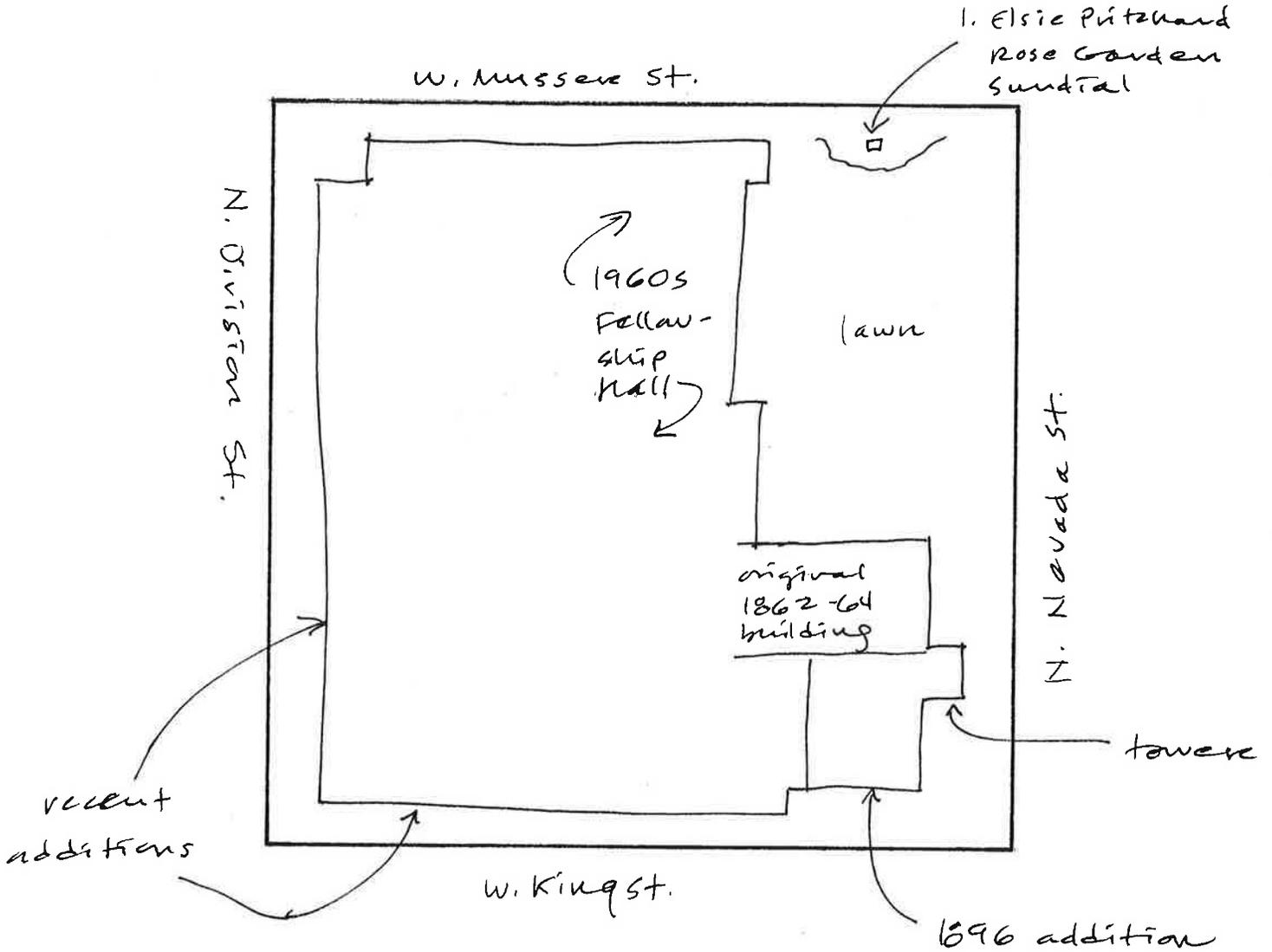
NEVADA STATE HISTORIC PRESERVATION OFFICE  
HISTORIC RESOURCE INVENTORY FORM  
CONTINUATION SHEET

Property Name: First Presbyterian Church of Carson City

City, County: Carson City

Section No. 13: Site Plan

Page No. 6



NEVADA STATE HISTORIC PRESERVATION OFFICE  
 HISTORIC RESOURCE INVENTORY FORM  
 ASSOCIATED STRUCTURES/FEATURES SUMMARY FORM

Property Name: 110 N. Nevada St. City, County: Carson City

Section No. 13

If this inventory involves associated structures or features, please include this form with the SHPO submission. Include continuation sheet, if necessary.

ASSOCIATED STRUCTURES/FEATURES SUMMARY				
Number of associated structures:	1	Contributing	1	Noncontributing
Number of associated features:		Contributing		Noncontributing

Structure/Feature #1		Structure/Feature #2	
Historic Name	Elsie Pritchard Rose Garden sundial	Historic Name	
Property Type	Object	Property Type	
Historic Use	*	Historic Use	
Current Use	Sundial and memorial	Current Use	
Style (if applicable)	No style	Style (if applicable)	
Materials	Brick, metal	Materials	
Construction date	Ca. 1966-67	Construction date	
Integrity	Good	Integrity	
Map Reference Code		Map Reference Code	
Structure/Feature #3		Structure/Feature #4	
Historic Name		Historic Name	
Property Type		Property Type	
Historic Use		Historic Use	
Current Use		Current Use	
Style (if applicable)		Style (if applicable)	
Materials		Materials	
Construction date		Construction date	
Integrity		Integrity	
Map Reference Code		Map Reference Code	



45



46.







49







<b>FILE #</b>		<b>Carson City Planning Division</b> 108 E. Proctor Street Carson City, NV 89701 Phone: (775) 887-2180 Email: <a href="mailto:planning@carson.org">planning@carson.org</a>  <b>HISTORIC RESOURCES COMMISSION</b> (CCMC 18.06)  SUBMITTAL PACKET: – Email completed packet to <a href="mailto:planning@carson.org">planning@carson.org</a> or submit 1 Unbound Original and an electronic copy including: <ul style="list-style-type: none"> <li>• Signed Application Form</li> <li>• Site Plan</li> <li>• Building Elevations</li> <li>• Spec Sheet(s) on Proposed Building Material(s)</li> </ul> Submittal Deadline: Historic Resources Commission application submittal <a href="#">schedule</a> .  Note: Submittals must be of sufficient clarity and detail for all departments to adequately review the request. Additional information may be required.
APPLICANT	PHONE #	
First Presbyterian Church	775-882-1032	
MAILING ADDRESS, CITY, STATE, ZIP		
306 West Musser Street CCONV 89703		
EMAIL ADDRESS		
<a href="mailto:margo@fpccarsoncity.org">margo@fpccarsoncity.org</a>		
PROPERTY OWNER	PHONE #	
Same		
MAILING ADDRESS, CITY, STATE, ZIP		
Same		
EMAIL ADDRESS		
Same		
APPLICANT'S AGENT	PHONE #	
Darrin Berger, AIA	775-297-1312	
MAILING ADDRESS, CITY, STATE, ZIP		
312 West Third Street CCONV 89703		
EMAIL ADDRESS		
<a href="mailto:darrin@bharchitects.biz">darrin@bharchitects.biz</a>		
Project's Assessor Parcel Number(s):	Street Address	
003-21-407	115 North Division Street	

Describe in detail the work to be performed requiring Historic Resources Commission review and approval. If necessary, attach additional sheets.

Work involves the removal of an existing message board and the construction of a new landscape feature wall with the intent that later on it will serve as the base for identifying signage which will include a reader board and cast metal letters. This requires a separate permit by a signage contractor which will come later.

Will the project involve demolition or relocation of any structure within or into the Historic District?  Yes  No If Yes, please describe:

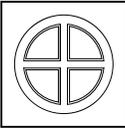
We are demolishing an existing message board

*Margo Weaver*  
 Owner's Signature  
 Margo Weaver  
 Owner's Printed Name

*Darrin Berger*  
 Applicant's/Agent's Signature  
 Darrin Berger, AIA  
 Applicant's/Agent's Printed Name

# FIRST PRESBYTERIAN CHURCH Landscape wall and Message Board

115 North Division Street Carson City NV 89703



**BERGER  
HANNAFIN  
ARCHITECTURE**  
312 WEST 980 STREET  
CARSON CITY, NV 89703  
P: (775) 882-4455  
WWW.BHARCHITECTS.BIZ



**FPC LANDSCAPE WALL and  
MESSAGE BOARD**  
LANDSCAPE WALL  
PROJECT:  
115 NORTH DIVISION STREET CARSON CITY NV 89703

APN NO.: 0952-1407  
BPA JOB NO.: 2044  
DRAWING STATUS:  
PHASE:  
DATE:  
DESIGN DEVELOPMENT  
CONTRACT DOCUMENTS  
USE:  
FOR THE FOLLOWING USE:  
GOVERNMENT AGENCY REVIEW  
OTHER:  
REVISIONS

ISSUE DATE: 04.11.23  
DRAWN BY: DMB  
DATE:

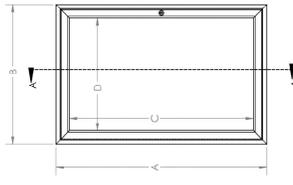
OWNER:  
FIRST PRESBYTERIAN CHURCH  
P.O. BOX 2188  
308 WEST MUSSER, CARSON CITY NV 89703  
TEL: (775) 882-1032  
CONTACT: MARGO WEAVER  
GENERAL CONTRACTOR:  
TED  
ARCHITECT:  
BERGER HANNAFIN ARCHITECTURE  
312 WEST 980 STREET  
CARSON CITY, NV 89703  
TEL: (775) 882-4455  
CONTACT: DARRIN BERGER

DRAWING TITLE:  
**COVER SHEET**

DRAWING NUMBER:  
**A0.1**

## MESSAGE BOARD

**Series PA1 & PB1**  
One Door Enclosed Bulletin,  
Letter, Tact, & Whiteboards



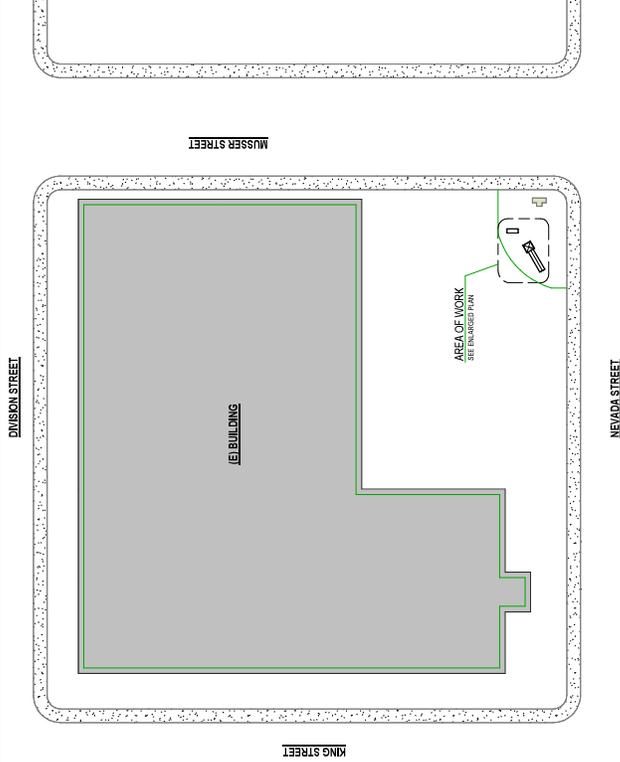
### Specifications

Materials to be with 1/4" or greater (R) or polished textured aluminum. Doors, frames, hinges and furniture locks with keys. Door frames are self supporting and do not require wall attachment. Panels are made of the following: fabric, cork, toleboard, porcelain, or felt. Changeable letter panels (for interior use), or vinyl changeable letter panels (for exterior use). Panels for exterior units have foil backed or ballback.

ITEM #	A	B	C	D
PA13450	36"	36"	31-7/16"	15-7/16"
PA13450	36"	36"	31-7/16"	25-7/16"
PA13450	36"	36"	31-7/16"	31-7/16"

REPAIR IN ENCL. B/5

## SITE PLAN



## SHEET INDEX

GENERAL  
A0.1 COVER SHEET  
A2.1 ENLARGED SITE PLAN, EXTERIOR ELEVATIONS and DETAILS

## SCOPE OF WORK

THIS PROJECT INVOLVES THE CONSTRUCTION OF SMALL CONCRETE and CONCRETE MASONRY LANDSCAPE FEATURE WALL, WHICH WILL PENDING THE REVIEW AND APPROVAL PROCESS BE USED AS A BASE STRUCTURE FOR A MESSAGE BOARD.

## CODES and REGULATIONS

- 2009 ICC/ANSI A117.1
- 2017 National Electrical Code
- 2018 International Energy Conservation Code
- 2018 International Existing Building Code
- 2018 International Fire Code
- 2018 Northern Nevada Amendments
- Nevada Revised Statutes (NRS) Chapter 444
- Nevada Administrative Code (NAC) Chapter 449

## VICINITY MAP



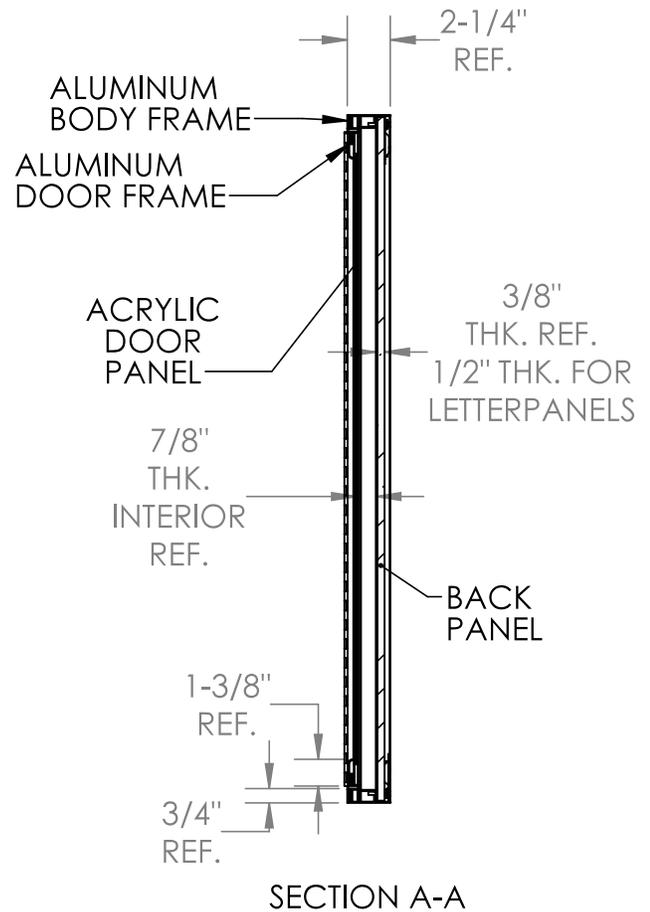
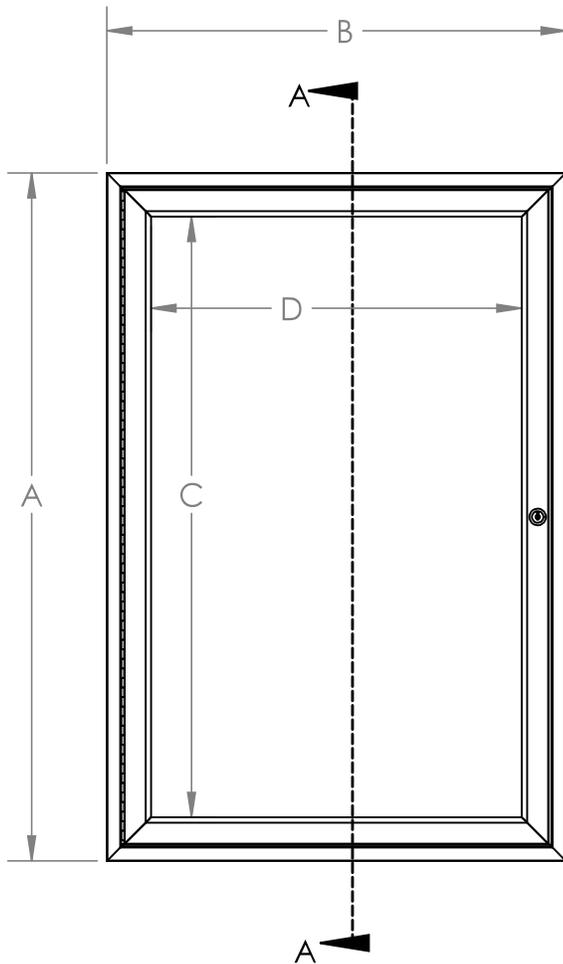
## CONTACT INFORMATION

OWNER:  
FIRST PRESBYTERIAN CHURCH  
P.O. BOX 2188  
308 WEST MUSSER, CARSON CITY NV 89703  
TEL: (775) 882-1032  
CONTACT: MARGO WEAVER  
GENERAL CONTRACTOR:  
TED  
ARCHITECT:  
BERGER HANNAFIN ARCHITECTURE  
312 WEST 980 STREET  
CARSON CITY, NV 89703  
TEL: (775) 882-4455  
CONTACT: DARRIN BERGER



## Series PA1 & PB1

One Door Enclosed Bulletin,  
Letter, Tack, & Whiteboards



## Specifications

All exposed metal is to be satin (PA) or bronze (PB) anodized extruded aluminum. Body frame and doors are constructed with mitered corners. Doors have 1/8" thick acrylic panes, continuous hinges and tumble locks with keys. Door frames are self supporting and do not depend on the acrylic panes for strength. The interior panel of the unit can be one of the following: fabric, cork tackboard, porcelain, or felt changeable letter panels (for interior use), or vinyl changeable letter panels (for exterior use). Panels for exterior units have foil backing and silicone caulking.

Sizes available:

ITEM #	A	B	C	D
PA12418, PB12418	24"	18"	19-7/16"	13-7/16"
PA13624, PB13624	36"	24"	31-7/16"	19-7/16"
PA13630, PB13630	36"	30"	31-7/16"	25-7/16"
PA13636, PB13636	36"	36"	31-7/16"	31-7/16"



## Heather Ferris

---

**From:** Darrin Berger <darrin@bharchitects.biz>  
**Sent:** Monday, February 12, 2024 10:03 AM  
**To:** Heather Ferris; Marcie Richards  
**Cc:** Lena Reseck  
**Subject:** RE: HRC-2023-0218 (115 N Division Street) permit 23-1014  
**Attachments:** Bulletin Board.jpg; Bulletin Board Spec.pdf; FPC Signage.pdf

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Hello Heather:

Im slow to get back to you on this one...

Attached are revised plans showing the exact bulletin board we plan to use. You will see that it is an aluminum framed, 3 panel, glass enclosure with a vinyl backing. We plan to tack up printed information using push pens... Ive provided a picture and a spec sheet... The manufacturer doesn't have a detail showing the lighting, however it will be a low voltage LED strip light that sits behind the frame completely out of site and because its LED we can tune the light to most any color range desired – I would assume a warm incandescent color?

I hope this revised submittal meets the needs of the HRC – Please advise if this will need to go before them...Again Im hoping this can be addressed at the administrative level?

Thanks again.

PS Should I upload this to the portal as well?



---

**From:** Darrin Berger  
**Sent:** Friday, January 12, 2024 4:35 PM  
**To:** Heather Ferris <HFerris@carson.org>; Marcie Richards <marcie@bharchitects.biz>  
**Subject:** RE: HRC-2023-0218 (115 N Division Street) permit 23-1014

Great that's what I needed to know...appreciate your help.



Darrin Berger • A.I.A.

Architect • Principal Partner

darrin@bharchitects.biz

MB: (775) 297.1312

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Carson City NV 89703

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---

**From:** Heather Ferris <[HFerris@carson.org](mailto:HFerris@carson.org)>

**Sent:** Friday, January 12, 2024 4:23 PM

**To:** Darrin Berger <[darrin@bharchitects.biz](mailto:darrin@bharchitects.biz)>; Marcie Richards <[marcie@bharchitects.biz](mailto:marcie@bharchitects.biz)>

**Subject:** RE: HRC-2023-0218 (115 N Division Street) permit 23-1014

Darrin-

Yes. The code requires HRC review for signs in the historic district. This may very well be something that can be approved administratively, but we need to see what the bulletin board will look like as well as understand if there is any lighting. Can you send a sample of the bulletin board that they chose. Also, if there is lighting, that will need to be shown on the plan as well (perhaps I missed it) and we will need to see cutsheets of the lighting. Once we have that information, I am willing to resend it to the HRC Chair for administrative review. If he determines that this must go before the full HRC, the next meeting is scheduled for March 6<sup>th</sup> at 5:30 PM.

Heather

*Heather Ferris*

*Planning Manager*

*108 E. Proctor Street*

*Carson City, NV 89701*

*775-283-7080*



---

**From:** Darrin Berger <[darrin@bharchitects.biz](mailto:darrin@bharchitects.biz)>

**Sent:** Friday, January 12, 2024 3:47 PM

**To:** Heather Ferris <[HFerris@carson.org](mailto:HFerris@carson.org)>; Marcie Richards <[marcie@bharchitects.biz](mailto:marcie@bharchitects.biz)>

**Subject:** RE: HRC-2023-0218 (115 N Division Street) permit 23-1014

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Heather:

Its been a while on this project – Long story short I eliminated all the high tech stuff and we are down to just a glass cabinet bulletin board with a light ... however planning wants this to go before the HRC – So Im back 😊. Can you please advise me on how I should proceed. Maybe this can be done administratively?



---

**From:** Heather Ferris <[HFerris@carson.org](mailto:HFerris@carson.org)>  
**Sent:** Tuesday, June 27, 2023 10:04 AM  
**To:** [darrin@bharchitects.biz](mailto:darrin@bharchitects.biz); [marcie@bharchitects.biz](mailto:marcie@bharchitects.biz)  
**Subject:** RE: HRC-2023-0218 (115 N Division Street)

Darrin-

I have passed this information on to the Chair. We'll see what he has to say. You may want to take a look at the standards. If this ends up going to the full Commission, I don't think staff can support it. As I requested originally, we will also need to see the specs on the sign itself if you want the HRC to consider your request.

[18.06.135 Signs.](#)

1. All signs on historic places or in historic districts must conform with Division 4 of the development standards, and additionally, must have an appearance, color, size, position, method of attachment, texture of materials and design in keeping with the character of the place or district.
  2. Signing shall be further limited as follows:
    - a. No off-site signs are permitted.
    - b. Business signs shall be limited to a single sign for each street frontage.
    - c. No sign may extend above the top of the nearest facade, eaves or firewall of building or structure.
    - d. No sign which flashes, blinks, revolves, or is otherwise in motion or which is connected to audio equipment, shall be permitted: and no visible bulbs, neon tubing, luminous paints or backlight shall be permitted as part of any sign.
    - e. Buildings and sign may be illuminated by remote light sources, provided that these light sources are shielded to protect adjacent properties.
- (Ord. 2001-23 § 2 (part), 2001).

[5.23 Guidelines for signs.](#)

Signs in the Historic District are governed by both this Division and Division 4 of the Development Standards. Signage in the Historic District is generally concerned with the conversion of original residential buildings to light office use or with new buildings which have been constructed as commercial buildings in a style compatible with the basic residential nature of the district.

All signs must have an appearance, color, size, texture and design which conform to the sign codes and to the historic character of the district. Signs should also closely match stylistically with the architectural style of the building.

Additionally, the location and/or method of attachment of the sign will be considered. The HRC will review all sign applications within the context of the building and the location in the district.

NOTE: Any sign placed in the district must meet the standards of Division 4 and be approved by the HRC. (Ord. 2005-23 § 1 (part), 2005: Ord. 2001-23, Development Standards).

Heather

*Heather Ferris*

*Planning Manager*

*108 E. Proctor Street*

*Carson City, NV 89701*

*775-283-7080*



---

**From:** [darrin@bharchitects.biz](mailto:darrin@bharchitects.biz) <[darrin@bharchitects.biz](mailto:darrin@bharchitects.biz)>

**Sent:** Tuesday, June 27, 2023 9:40 AM

**To:** Heather Ferris <[HFerris@carson.org](mailto:HFerris@carson.org)>; [marcie@bharchitects.biz](mailto:marcie@bharchitects.biz)

**Subject:** RE: HRC-2023-0218 (115 N Division Street)

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Ah yeas the Reader Board:

I kinda figured this would come up... the quick answer is yes this is an electronic reader board – As one of the issues we are trying to address is the inconvenience of the manual system they currently have. The client is seeking something that they can adjust/change more conveniently and safely ( some of the folks at the church are elderly and less mobile) and as you know its important for a church to get the message out. This electronic message board could be updated more regularly as it would be accessible via WiFi from the church office building across the street.

We are aware that we are in the Historic District however we would like some consideration for the electronic reader board... I brought this issue up with the Vendor and my client (FPC) – The vendor said that this product can be set to a basic level of illumination that looks a lot like the manual letter signage. In fact he says that they have used this product in other Historic locations across the country.

We understand and don't plan to use this reader board as a flashy colorful bright neon sign – Completely opposite – We will set the sign to a level that is acceptable to the Historic Commission and leave it... For example conditions of approval might read as follows:

- Color – Black text on grey background (For Example)
- Illumination level – Low so as not to be over powering or off putting or out of context... We would invite the Commission to come on site and tell us what level and setting they want. Again Im told by the vendor that these signs can mimic a manual historic reader board.

- The sign will be static – no moving letters or color changes ... etc... We will set it to an approved standard level and leave it... It won't be flashy.
- The hours the sign is on can also be adjusted – I believe the current sign is on a day light sensor. We could set this sign to shut off at a specified time.

Please let me know. In the mean time I will contact the Vendor for additional information... Again thank you for your time and consideration...



**Darrin Berger • A.I.A.**  
Architect • Principal Partner  
darrin@bharchitects.biz  
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PH: (775) 882.6455

**Berger Hannafin ARCHITECTURE**  
RETIREE EST. 1973 LLP  
312 W. 3rd St.  
Carson City NV 89703  
www.bharchitects.biz

---

**From:** Heather Ferris <[HFerris@carson.org](mailto:HFerris@carson.org)>  
**Sent:** Tuesday, June 27, 2023 9:09 AM  
**To:** [marcie@bharchitects.biz](mailto:marcie@bharchitects.biz); [darrin@bharchitects.biz](mailto:darrin@bharchitects.biz)  
**Subject:** RE: HRC-2023-0218 (115 N Division Street)

Darrin and Marcie-

The future reader board is of concern to the Chair. He has asked if you can clarify whether it will be an electric display or if the plan is to have a reader board where someone can physically change the message. If it is planned to be an electric display, it won't meet the District's standards.

Thank you,

Heather

*Heather Ferris*  
*Planning Manager*  
*108 E. Proctor Street*  
*Carson City, NV 89701*  
*775-283-7080*



---

**From:** [marcie@bharchitects.biz](mailto:marcie@bharchitects.biz) <[marcie@bharchitects.biz](mailto:marcie@bharchitects.biz)>  
**Sent:** Monday, June 26, 2023 12:24 PM  
**To:** Heather Ferris <[HFerris@carson.org](mailto:HFerris@carson.org)>; [darrin@bharchitects.biz](mailto:darrin@bharchitects.biz)  
**Subject:** RE: HRC-2023-0218 (115 N Division Street)

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Good morning Heather,

I did some additional research on the First Presbyterian Church property. It does not appear that there are any PUE's along Musser St. or Nevada St. that would impact the proposed location of the new signage. Please see recorded documents attached for reference, as well as updated site plan.

The lot line deletion (doc no 356229) indicates that SPPCO has utilities along the lot line(s) to be deleted and they require a continuation of the existing easement. However, as you can see from the recorded map (page 10 of document), the deleted lot lines do not coincide with the location of the proposed signage.

Additionally, the right-of-way abandonment along Musser St. (doc no 117801) indicates that 9.30' on the south side of Musser St. was vacated and abandoned in favor of the FPC leaving 23.70' of right-of-way to the centerline of Musser St. This document indicates that any easement over or under the property being vacated and abandoned shall be continued and not be affected by the abandonment. However, it is unclear if there are any existing utilities in this location. I have updated the site plan to show the revision to the property lines based on this information and have shown the vacated/abandoned portion of the parcel as a "possible P.U.E.". As you can see this does not affect the proposed location of the signage.

Please let me know if you need anything else.

Thanks,



---

**From:** Heather Ferris <[HFerris@carson.org](mailto:HFerris@carson.org)>  
**Sent:** Friday, June 23, 2023 3:04 PM  
**To:** [darrin@bharchitects.biz](mailto:darrin@bharchitects.biz)  
**Cc:** Marcie Richards <[marcie@bharchitects.biz](mailto:marcie@bharchitects.biz)>  
**Subject:** RE: HRC-2023-0218 (115 N Division Street)

If not, I will proceed with submitting to the HRC chair for administrative review and approval. If there is a PUE there, I will need a revised plan showing the new location of the sign, outside of the PUE. Once we have HRC approval, you will be good to submit building plans. Again, sorry for the delayed response.

---

**From:** [darrin@bharchitects.biz](mailto:darrin@bharchitects.biz) <[darrin@bharchitects.biz](mailto:darrin@bharchitects.biz)>  
**Sent:** Friday, June 23, 2023 3:02 PM  
**To:** Heather Ferris <[HFerris@carson.org](mailto:HFerris@carson.org)>  
**Cc:** 'Marcie Richards' <[marcie@bharchitects.biz](mailto:marcie@bharchitects.biz)>  
**Subject:** RE: HRC-2023-0218 (115 N Division Street)

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Hey Heather:

This is good information – I will have to defer to Marcie on the PUE however I don't think there is a PUE there? We will look into it.... If there is not should I assume then we can submit the plans as is?

Again really appreciate your help on this ...thank you!



---

**From:** Heather Ferris <[HFerris@carson.org](mailto:HFerris@carson.org)>  
**Sent:** Friday, June 23, 2023 2:54 PM  
**To:** [darrin@bharchitects.biz](mailto:darrin@bharchitects.biz)  
**Cc:** 'Marcie Richards' <[marcie@bharchitects.biz](mailto:marcie@bharchitects.biz)>  
**Subject:** RE: HRC-2023-0218 (115 N Division Street)

Darrin-

I'm following up on this issue. I'm sorry it took a while to get back to you but I spent some time reviewing the code as well as some of the newer sign permits throughout the City. The code does not specify that signs must meet setbacks. While the interpretation has been that sign must meet the setback, it has not been consistently applied. The intent of the code is that a sign is not required to meet the setbacks; however, it cannot interfere with sight distance, and it must be located outside of the PUE.

The site plan you submitted provides a sight distance triangle, but it is on the property line. Do you know if there is a PUE in that area? If so, would you be able to relocate the sign to be outside of the PUE?

Thanks,

Heather

Heather Ferris  
Planning Manager  
108 E. Proctor Street  
Carson City, NV 89701  
775-283-7080



---

**From:** [darrin@bharchitects.biz](mailto:darrin@bharchitects.biz) <[darrin@bharchitects.biz](mailto:darrin@bharchitects.biz)>  
**Sent:** Monday, June 5, 2023 2:52 PM  
**To:** Heather Ferris <[HFerris@carson.org](mailto:HFerris@carson.org)>  
**Cc:** 'Marcie Richards' <[marcie@bharchitects.biz](mailto:marcie@bharchitects.biz)>  
**Subject:** RE: HRC-2023-0218 (115 N Division Street)

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No worries I appreciate any thoughts or ideas you may have – Thanks for letting me rant 😊...



---

**From:** Heather Ferris <[HFerris@carson.org](mailto:HFerris@carson.org)>  
**Sent:** Monday, June 5, 2023 2:48 PM  
**To:** [darrin@bharchitects.biz](mailto:darrin@bharchitects.biz)  
**Cc:** 'Marcie Richards' <[marcie@bharchitects.biz](mailto:marcie@bharchitects.biz)>  
**Subject:** RE: HRC-2023-0218 (115 N Division Street)

Let me take a look at the code again and see if I can provide any guidance. It will likely be a little later this week.

---

**From:** [darrin@bharchitects.biz](mailto:darrin@bharchitects.biz) <[darrin@bharchitects.biz](mailto:darrin@bharchitects.biz)>  
**Sent:** Monday, June 5, 2023 2:45 PM  
**To:** Heather Ferris <[HFerris@carson.org](mailto:HFerris@carson.org)>

Cc: 'Marcie Richards' <[marcie@bharchitects.biz](mailto:marcie@bharchitects.biz)>  
Subject: RE: HRC-2023-0218 (115 N Division Street)

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Understood thanks.

Locating the sign in the building setback wont work (The whole point of a sign is so someone can see it... 😊) and having a 3' high sign won't work either – Im not sure what Im going to do at this point ... looking through the neighborhood Ive seen a number of signs that don't meet this criteria ...not withstanding the current sign at the church... Heck the current historic building isn't even in the building setback and may even be in the right of way not to mention one of the issues we are trying to overcome is the huge transformer on the corner that doesn't meet any criteria.

Seems everything in my life is just complicated...Any advice.



**Darrin Berger • A.I.A.**  
Architect • Principal Partner  
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---

**From:** Heather Ferris <[HFerris@carson.org](mailto:HFerris@carson.org)>  
**Sent:** Monday, June 5, 2023 2:06 PM  
**To:** [darrin@bharchitects.biz](mailto:darrin@bharchitects.biz)  
**Cc:** 'Marcie Richards' <[marcie@bharchitects.biz](mailto:marcie@bharchitects.biz)>  
**Subject:** RE: HRC-2023-0218 (115 N Division Street)

Darrin-

Since a sign is considered a structure, we have always applied the setbacks for the zoning district. There is no specific reference in the code. Regarding the signage, we will need to know the size of the lettering at the top "First Presbyterian Church" and the information for the LED display (manufacturers cutsheets).

Hope this clarifies.

Heather

*Heather Ferris  
Planning Manager  
108 E. Proctor Street  
Carson City, NV 89701*

775-283-7080



---

**From:** [darrin@bharchitects.biz](mailto:darrin@bharchitects.biz) <[darrin@bharchitects.biz](mailto:darrin@bharchitects.biz)>  
**Sent:** Thursday, June 1, 2023 10:30 AM  
**To:** Heather Ferris <[HFerris@carson.org](mailto:HFerris@carson.org)>  
**Cc:** 'Marcie Richards' <[marcie@bharchitects.biz](mailto:marcie@bharchitects.biz)>  
**Subject:** RE: HRC-2023-0218 (115 N Division Street)

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Heather

Can you please direct me to the section of code you are referring to for the setback on the sign the only thing we could find applicable is with regard to fencing and landscaping? Also pretty sure the plans show the signage?



---

**From:** Heather Ferris <[HFerris@carson.org](mailto:HFerris@carson.org)>  
**Sent:** Tuesday, May 30, 2023 11:42 AM  
**To:** Darrin Berger <[darrin@bharchitects.biz](mailto:darrin@bharchitects.biz)>  
**Subject:** HRC-2023-0218 (115 N Division Street)

Darrin-

Before we can send the application to the Chair for review, we will need you to relocate the sign so that it meets the required setbacks. The property is zoned Residential Office ("RO") which requires the following setbacks: 10 feet from the front, side, and street side, and 20 feet from the rear. It appears that, as drawn, the sign will be located on the front property line. We will also need to see what the sign face will look like.

Please reach out with questions.

Thank you,

Heather

*Heather Ferris*

*Planning Manager*

*108 E. Proctor Street*

*Carson City, NV 89701*

*775-283-7080*

