STAFF REPORT FOR THE HISTORIC RESOURCES COMMISSION MEETING OF JANUARY 12, 2012

AGENDA ITEM: F-3 FILE NO: HRC-11-141

STAFF AUTHOR: Jennifer Pruitt, Principal Planner

REQUEST: To allow a non-internally illuminated double-faced sign, on property zoned

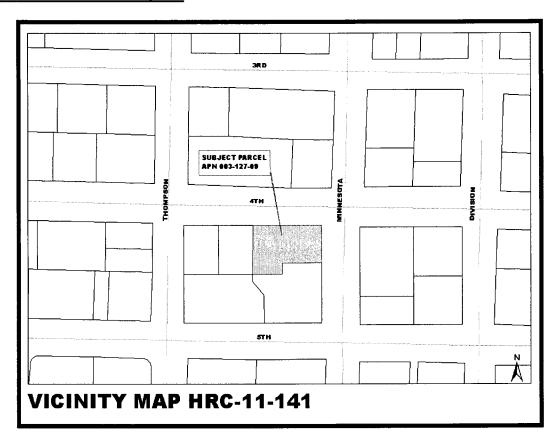
Residential Office (RO), located at 402 South Minnesota Street.

APPLICANT: Alpine Signs

OWNER: Glenbrook Company

LOCATION/APN: 402 South Minnesota Street/003-127-09

RECOMMENDED MOTION: It is recommended that the Historic Resources Commission "Move to approve HRC-09-104, a request from Alpine Signs (property owner: Glenbrook Company) to allow a non-internally illuminated double-faced sign, 22.75 square feet, on property zoned Residential Office (RO), located at 402 South Minnesota Street, APN 003-127-09, subject to the conditions of approval contained in the staff report.



RECOMMENDED CONDITIONS OF APPROVAL:

- 1. All development shall be substantially in accordance with the attached site development plan.
- 2. All on and off-site improvements shall conform to City standards and requirements.
- 3. The use for which this permit is approved shall commence within 12 months of the date of final approval. An extension of time must be requested in writing to the Planning Division 30 days prior to the one year expiration date. Should this request not be initiated within one year and no extension granted, the request shall become null and void.
- 4. The applicant must sign and return the Notice of Decision within 10 days of receipt of notification. If the Notice of Decision is not signed and returned within 10 days, then the item will be rescheduled for the next Historic Resources Commission meeting for further considerations.
- 5. The applicant shall submit a copy of the signed Notice of Decision and conditions of approval with the building permit application.
- 6. Approval is based on upon the project complying with the Secretary of the Interior's 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.
- 7. The applicant shall use the sign materials approved by the HRC.
- 8. The maximum signage shall not exceed 22.75 square feet.
- 9. This sign shall **not** be internally illuminated.
- 10. Project requires application for a Building Permit, issued through the Carson City Building Division. This will necessitate a complete review of the project to verify compliance with all adopted construction codes and municipal ordinances applicable to the scope of the project.
- 11. Exterior illumination measures shall be included with the building permit required for this sign. The Planning Division will review and approve all exterior lighting measures prior to installation.

DISCUSSION:

The existing site is zoned Residential Office (RO). Staff conducted a site visit on January 04, 2012. The subject parcel is a corner lot of 8,919 square feet in size. There are currently one structure on site, the primary structure is an office/duplex building of 1,296 square feet built in 1958.

This request includes a (42 inches x 78 inches) 22.75 square feet, non-internally illuminated sign to be located on the corner of W. Fourth and S. Minnesota Streets using existing four by four posts. The posts are four inches by four inches by five feet tall with a six inch by six inch top. The proposed sign will be manufactured from a wood material and the colors will be as shown on the rendering provided by the applicant.

Signage in Carson City is regulated by the Carson City Municipal Code Division Four (Signs). This request meets the standards documented in Division Four below.

4.7.3 Office Building Uses

- a. Permitted Signs
 - 1. One freestanding sign not to exceed a maximum of 32 square feet.
 - Wall sign(s) measuring one square foot for each lineal foot of building frontage not to exceed a maximum of 15 feet per street frontage.
 - 3. One wall directory sign, not to exceed a maximum of one square foot of sign area for each occupant of an office building.
 - 4. One address sign not exceeding four square feet in area.
- b. The maximum freestanding sign height shall be six feet in the Residential Office and General Office zoning districts and 20 feet in any other non-residential zoning district.
- c. Illumination from or upon any signs in the Residential Office or General Office zoning districts shall be of such a light intensity or brightness that does not distribute light on adjacent areas.
- d. Materials and design shall be compatible with the primary on-site building.

In the Carson City Historic District Design Guidelines the following guidelines are applicable with the proposed project:

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.

The applicant has noted the sign color will closely match the color of the existing building.

PUBLIC COMMENTS: Public notices were mailed to nine adjacent property owners to the subject parcel in accordance with the provisions of NRS and CCMC 18.02.045. As of January 06, 2012, no comments have been received in favor or opposed to the proposed project. Any comments that are received after this report is completed will be submitted prior to or at the Historic Resources Commission meeting, depending on their submittal date to the Planning Division.

Engineering Division comments:

 Development Engineering has no preference or objection to the request. Sign cannot block sight distance from either street.

Building Division comments:

NOTE: These comments <u>do not</u> constitute a complete plan review, but are merely observations based on the information provided.

Scope of Application: Installation of a free standing sign.

General

 Project requires application for a Building Permit, issued through the Carson City Building Division. This will necessitate a complete review of the project to verify compliance with all adopted construction codes and municipal ordinances applicable to the scope of the project.

With the recommended conditions of approval and based on upon the project complying with the Secretary of the Interior's 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, it is recommended that the Historic Resources Commission approve HRC-11-141 subject to the recommended conditions of approval within this staff report.

Respectfully Submitted,

PUBLIC WORKS DEPARTMENT, PLANNING DIVISION

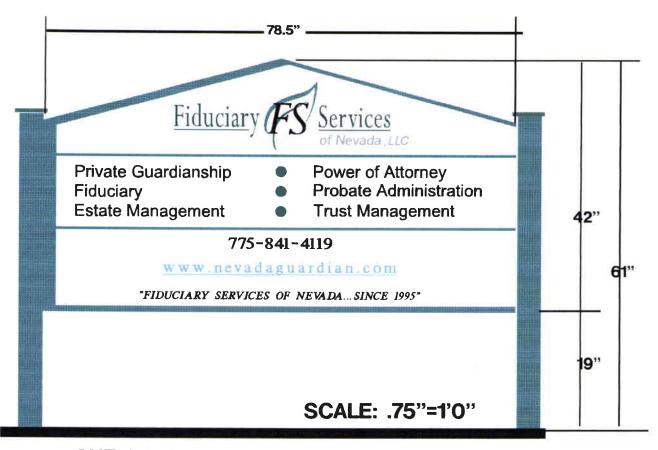
<u>Jennifer Pruitt</u>

Jennifer Pruitt, AICP, LEEP AP Principal Planner

Attachments:
Application (HRC-11-141)
Carson City Engineering Division comments
Carson City Building Division

Carson City Planning Division 108 E. Proctor Street Carson City NV 89701		FOR OFFICE USE ONLY:	
Phone: (775) 887-2180 • E-mail:			
FILE # HRC HRC - 1 1 - 1 = 7		HISTORIC RESOIL COMMISSION	RECEIVED
GLENBROOK COA	MPANY	FEE: None	DEC 2 7 2011
MAILING ADDRESS, CITY, STATE, ZIP	TREET 89703	SUBMITTAL PACKET	CARSON CITY PLANNING DIVISION
885-8282 PHONE #	FAX#	maps, supporting of	-
E-MAIL ADDRESS Name of Person to Whom All Correspondence Should Be Sent			lication data (pdf format)
APINE SIGNS 883-9259 APPLICANT/AGENT PHONE		☐ Documentation of Taxes Paid-to-Date Application Reviewed and Received By:	
1902 IDAHO STZE MAILING ADDRESS, CITY, STATE ZIP	Σt	Submittal Deadline: See atta	ched HRC application submittal
883-9259 883-9266 PHONE# FAX#		schedule.	опечно аррисанон замина
alpinesign @ ac	ol. com		
Project's Assessor Parcel Number(s):	Street Address		ZIP Code
003.127-09	402 S, N	MINNESOTA 1	CNV 89703
Project's Master Plan Designation	Project's Current Zoning	Nearest Mai	or Cross Street(s)
	HISTORICA	L 15, M	INN & W, FOURTH
Briefly describe the work to be performed requiprovide additional page(s) to show a more deta Design Guidelines, as well as Policy Statement	riled summary of your project and p ts, are available in the Planning Div	roposal. NOTE: The Historic Dision to aid applicants in prepare	istrict Ordinance and Historic District ring their plans. If necessary, attach
Design Guidelines, as well as Policy Statement additional sheets. NEW TENANT ON EXISTING	WANTS 42"x	18" SIGN TO	BE MOUNTED
ON EXISTING	L POSTS		
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			- Area -
Does the project require action by the Planning	Commission or the Board of Supervi	sors? 🗆 Yes 💢 No	If Yes, please explain:
	The Park		
·	Page 1		

Does the project require action by the Ptanning Commission or the Board o	of Supervisors?
	• •
	to the Historia Diseased Constitution of the Management of the Man
Will the project involve demolition or relocation of any structure within or int	to the Historic District? 🗆 Yes 🗡 No If Yes, please describe:
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Reason for project:	
• •	
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SUPPORTING F	DOCUMENTATION
OUT ONTING E	OCCURENTATION
performed on the subject project which requires HRC appro	nches, of quality site plan and drawings showing work to be oval. Basically, this is any work which will affect the exterior of ces, walls, or major landscaping. The name of the person appear on each sheet.
Attached is a Dian Chaddist to sid preparation of plans and	and its at any drawings. It is any denote ad that all absoluted its ma
	architectural drawings. It is understood that all checklist items o give the applicant an idea of the breadth of review by the
	ubject project. Photographs can be used for illustration and
discussion, but are not acceptable as substitutes.	
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	Application (A postion Signature
Owner's Signature	Applicant's/Agent's Signature
v .	6.45h 1. D.
SHELLY ALDIEAN	CATHY DETTCH
Owner's Printed Name	Applicant's/Agent's Printed Name
	!
Pa	age 2



ONE DOUBLE FACE PAINTED WOOD SIGN

NON-ILLUMINATED

4"x4" EXISTING POSTS WITH A 6"X6" TOP SET IN CONCRETE AND PAINTED PMS 5473

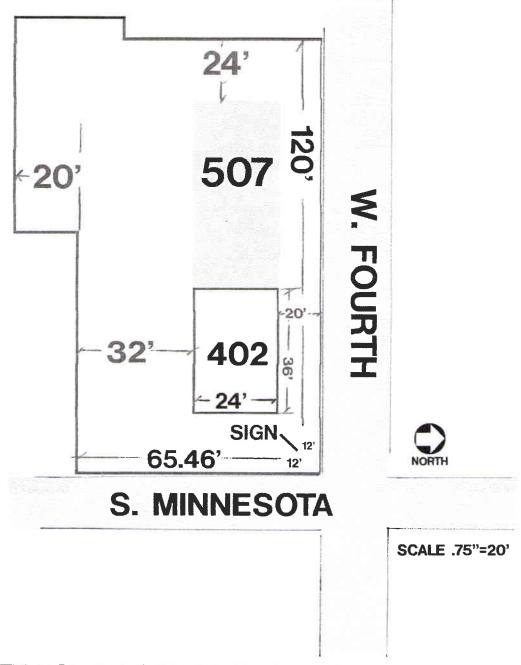
COPY IS 5473 PMS DARK GREEN, BLACK & GRAY
THE LEAF IS 50% OF PMS 5473
Post have 1.5"x24" L Bracket
To Attach the Sign with 1"x#12 Bolts & Nuts





N.T.S.

DETAIL OF POST METAL BRACKET IS 1.5" WIDE



FIDUCIARY SERVICES OF NEVADA, LLC 402 S. MINNESOTA

PARCEL NUMBER 003-127-09

CONTRACTOR
ALPINE SIGNS
1902 IDAHO STREET,
CARSON CITY, NV 89701
NV. LIC. 41582

Carson City Engineering Division Historic Resources Commission Report

402 S. Minnesota St. File Number HRC 11-141

TO:

Historic Resources Commission

FROM:

Rory Hogen, Asst. Engineer

DATE:

January 4, 2012

SUBJECT TITLE:

Review of a Historic Resources Commission application for the replacement of a free standing sign near the corner of W. Fourth St. and S. Minnesota St. at 402 S. Minnesota St., apn 03-127-09.

RECOMMENDATION:

Development Engineering has no preference or objection to the request. Sign cannot block sight distance from either street.

DISCUSSION:

The Engineering Division has reviewed the request within our areas of purview relative to adopted standards and practices. Construction must meet all requirements of the State of Nevada and Carson City.

File # (Ex: MPR #07-111)	HRC-11-141
Brief Description	sign
Project Address or APN	APN #003-127-09
Bldg Div Plans Examiner	Kevin Gattis
Review Date	January 12, 2012
Total Spent on Review	

BUILDING DIVISION COMMENTS:

NOTE: These comments <u>do not</u> constitute a complete plan review, but are merely observations based on the information provided.

General

1. Project requires application for a Building Permit, issued through the Carson City Building Division. This will necessitate a complete review of the project to verify compliance with all adopted construction codes and municipal ordinances applicable to the scope of the project.