

CARSON CITY HISTORIC ARCHITECTURE REVIEW COMMISSION

Minutes of the October 9, 2001 Meeting

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A regular meeting of the Carson City Historic Architecture Review Commission was scheduled for 5:30 p.m. on Tuesday, October 9, 2001 in the City Hall Capitol Conference Room, 201 North Carson Street, Carson City, Nevada.

PRESENT: Chairperson Michael Drews
Richard Baker
Rebecca Ossa
Peter Smith

STAFF: Jennifer Pruitt, Assistant Planner
Kathleen King, Recording Secretary
(HARC 10/09/01)

NOTE: Unless indicated otherwise, each item was introduced by Chairperson Drews. A tape recording of these proceedings is on file in the Clerk-Recorder's Office and is available for review and inspection during regular business hours.

A. CALL TO ORDER AND DETERMINATION OF QUORUM (1-0001) - Chairperson Drews called the meeting to order at 5:30 p.m. Roll was called; a quorum was present. Vice Chairperson Lopiccio and Commissioners Darney and Speulda were absent.

B. APPROVAL OF MINUTES - None.

C. MODIFICATION OF AGENDA (1-0010) - None.

D. PUBLIC COMMENTS (1-0012) - None.

E. DISCLOSURES (1-0013) - None.

F. PUBLIC HEARING:

F-1. DISCUSSION ONLY REGARDING CLG FUNDING FOR 2002 PROJECTS, DUE DECEMBER 31, 2001 (1-0015) - Ms. Pruitt referred to discussion which took place at the last meeting regarding possible projects. She advised that Planning and Community Development Department staff will coordinate the submission of applications to the State Historic Preservation Office once the Commission determines the projects for which to apply. At the request of Chairperson Drews, Ms. Pruitt reviewed the projects discussed at the last meeting including the Carson High School GIS/GPS project, the east side inventory, mapping the Bedford-McDonald Toll Road, and completion of the west side inventory. Discussion took place regarding the east side inventory and the booklets prepared by Anita Watson.

Commissioner Ossa clarified that CLG applications are due December 1st rather than December 31st. In response to a question, she explained the purpose for CLG funding. Chairperson Drews suggested developing a "wish list." Commissioner Ossa recommended including numerous projects in the application

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and then prioritizing them. Chairperson Drews suggested including revisions to the design guidelines booklet. Discussion took place regarding the Main Street Program, the Redevelopment Authority kiosk project, the blue line tour, Carson City becoming an entitlement community, the Bedford-McDonald Toll Road, and continuing documentation of the west side inventory. In response to a question, Commissioner Ossa discussed available CLG funding and Commission for Cultural Affairs funding. Discussion took place regarding the possibility of supporting the Brewery Arts Center in its application for Cultural Affairs funding and making application for Cultural Affairs funding on behalf of a City-owned or non-profit building. Ms. Pruitt indicated that she would check with Planning and Community Development Director Walter Sullivan regarding any City-owned buildings which may be eligible for Cultural Affairs funding. Additional discussion took place regarding the Empire Cemetery, the Comstock Historic District, the Roberts House, and the Preservation Coalition. Chairperson Drews suggested inviting Parks and Recreation Director Steve Kastens to the next meeting to discuss the Empire and Lone Mountain Cemeteries. Commissioner Ossa advised that the Preservation Coalition could apply through Carson City for CLG funding.

Chairperson Drews reviewed the list of projects, as follows: Continuing projects include the Carson High School GIS/GPS project and the west side inventory; New projects include the Bedford-McDonald Toll Road, the east side inventory, revisions to the design guidelines, the downtown kiosks, and a seismic survey. Chairperson Drews requested Ms. Pruitt to contact the Preservation Coalition to determine their interest in printing additional Charles Friend Trail booklets. Discussion took place regarding the sandstone wall around the City's Sewage Treatment Plant.

F-2. DISCUSSION ONLY REGARDING HARC REHABILITATION FUNDING AND UPDATE (1-0636) - Ms. Pruitt reported that Stephanie Gabler received \$12,500 which she used for wiring upgrades, window repair, tree trimming, asbestos abatement, exterior painting, and roof replacement. James Dunfield also received \$12,500 which he used for attic insulation, foundation repairs, front step repairs, replacement of rotting wood, replacement of attic vents, window repair, and window replacement. Ms. Pruitt advised that City staff had expressed concerns regarding the strict criteria applied to the applicants. She suggested prequalifying applicants in the future so that the Commissioners and staff know how much funding is being requested. She advised that there will be no funding available this year because of the City's application to become an entitlement community. Because of the delay in the City being designated as an entitlement community, the deadline to apply for rehabilitation funding was missed. Economic Development/Redevelopment Manager Rob Joiner has suggested that the Commission make application for a certain amount after prequalifying the applicants. Discussion took place regarding the billing/ reimbursement procedure. In response to a question, Ms. Pruitt advised that all the work has been done on each of the two houses. She indicated that Mr. Dunfield was not able to use all the funding and that the remainder was incorporated into administrative fees. Discussion took place regarding the funding award process and the entitlement issue. Ms. Pruitt acknowledged that she would inform the Commissioners of the application deadline. Consensus of the Commission was that the program worked fairly well.

F-3. DISCUSSION ONLY REGARDING TITLE 18 UPDATE (1-0845) - Ms. Pruitt advised that the majority of the update was approved at the end of August by the Regional Planning Commission;

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however, the administrative permits section and the industrial section were not approved. The Board of Supervisors has directed the Planning and Community Development Department to make the necessary revisions prior to submitting the entire update for approval. In response to a question, Ms. Pruitt explained the purpose and process of administrative permits. She acknowledged that special use permits will still be submitted to the Commission. Discussion ensued regarding the administrative permit noticing and hearing process. In response to a question, Ms. Pruitt anticipates that the two remaining sections will be approved by the Regional Planning Commission at their October meeting and submitted to the Board of Supervisors at their November meetings. In response to a further question, she advised that the Board of Supervisors has not yet reviewed the revisions affecting the historic district. Commissioner Smith requested Ms. Pruitt to notify the Commission if the Board has questions.

F-4. DISCUSSION ONLY REGARDING HARC ANNUAL TRAINING FUNDS (1-0972) -

Ms. Pruitt advised that \$1,000 is allocated annually for training. She inquired as to Historic Preservation Week activities. Chairperson Drews referred to the National Center for Preservation Technology and Training website and discussed the training opportunities listed. In response to a question, Ms. Pruitt advised that the training funds need to be spent by June 30th of each year. Commissioner Smith suggested that Ms. Pruitt research seminars or conferences which she would be interested in attending. Commissioner Ossa suggested the National Trust Conference. Chairperson Drews pointed out that the Commission can also use the funding to sponsor workshops and local training. Commissioner Smith suggested using funds to retain Mel Green to address the crumbling mortar problem on several of the buildings around town.

G. FUTURE COMMISSION ITEMS (1-0591) - Discussion took place regarding a new, vinyl fence which has been installed at a house on the corner of Washington and Fifth Streets and the status of the Stewart Indian School Preservation Plan. (1-1114) Chairperson Drews requested Ms. Pruitt to agendize discussion regarding the activities of the Redevelopment Authority, and to invite Mr. Joiner and a member of the Redevelopment Authority Citizens Committee to the next meeting. Ms. Pruitt advised that an item regarding an addition to the Roberts House property will be agendized for the November meeting. Chairperson Drews suggested reagendizing item F-1. He will invite Mr. Kastens to attend the meeting.

H. ADJOURNMENT (1-1197) - Commissioner Smith moved to adjourn the meeting. Commissioner Ossa seconded the motion. Motion carried 4-0.

The Minutes of the October 9, 2001 meeting of the Historic Architecture Review Commission are so approved this _____ day of December, 2001.

MICHAEL DREWS, Chairperson