

**CARSON CITY HISTORIC ARCHITECTURE REVIEW COMMISSION**

**Minutes of the June 13, 2000 Meeting**

**Page 1**

A regular meeting of the Carson City Historic Architecture Review Commission was held at 5:30 p.m. on Tuesday, June 13, 2000 in the City Hall Capitol Conference Room, 201 North Carson Street, Carson City, Nevada.

**PRESENT:** Chairperson Michael Drews  
Vice Chairperson Mark Lopiccolo  
Richard Baker  
Arthur Hannafin  
Rebecca Ossa  
Peter Smith  
Louann Speulda

**STAFF:** Jennifer Pruitt, Assistant Planner, Community Development  
Kathleen King, Recording Secretary  
(HARC 06/13/00; Tape 1-0001)

**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 5:33 p.m. Roll call was taken; a quorum was present.

**B. APPROVAL OF MINUTES (1-0007)** - Commissioner Smith moved to approve the minutes of the May 9, 2000 meeting. Commissioner Baker seconded the motion. Motion carried 7-0.

**C. MODIFICATION OF AGENDA (1-0015)** - Chairperson Drews modified the agenda to address item F-4 first and items F-2 and F-3 following item F-7.

**D. PUBLIC COMMENT (1-0040)** - None.

**E. DISCLOSURES (1-0045)** - Vice Chairperson Lopiccolo advised of a discussion with Mr. Joiner regarding item F-5. Chairperson Drews advised of a meeting with Pam Graber, Dick Wipfli, and Mella Harmon regarding item F-4. He also conducted research on the item. Commissioner Smith advised of conversations with Shelly Aldean and Joan Wright regarding item F-1. Vice Chairperson Lopiccolo further advised of a meeting with James Dunfield at his home with regard to item F-7.

**F. PUBLIC HEARING:**

**F-1. H-99/00-25 DISCUSSION AND ACTION REGARDING A REQUEST FROM GLENBROOK COMPANY, PROPERTY OWNER AND APPLICANT, TO REMOVE APPROXIMATELY 1,000 SQUARE FEET OF EXISTING LAWN AND INSTALL SIX NEW SPACES AND PERIMETER FENCE, ON PROPERTY LOCATED AT 402 S. MINNESOTA STREET, APN 3-127-02 (1-0320)** - Ms. Pruitt distributed a letter in opposition to the proposal from Joan C. Wright. She advised that staff has no objection to the proposal. Shelly Aldean, Vice President of

# CARSON CITY HISTORIC ARCHITECTURE REVIEW COMMISSION

## Minutes of the June 13, 2000 Meeting

### Page 2

Glenbrook Company, referred to the plans included in the agenda materials. She explained that the available parking at the 410 South Minnesota Street property has become inadequate to meet the needs of the building. Rather than have parking begin to “spill out into the street”, the Glenbrook Company has concluded that additional on-site parking is more practical and more appealing. She reviewed the proposal, discussed the materials to be used, described the dimensions of the fence, and advised that consistency with the existing materials and design would be maintained.

Chairperson Drews invited Joan Wright to review the plans. Ms. Aldean explained the proposal to increase the parking, extend the wrought iron fence, and finish with a wood fence on the other two sides. Ms. Wright expressed a concern over the visual impact of the parked cars. In response to a question, Ms. Aldean advised that the vegetation will be preserved and reused as much as possible. Discussion ensued regarding the five gallon shrubs which are depicted in the plans, and Ms. Wright advised that if the shrubbery is included, she does not have a problem with the proposal. She concurred with Ms. Aldean’s earlier statement regarding keeping the parking on-site. (Chairperson Drews passed the gavel to Vice Chairperson Lopiccolo and left the meeting at 6:00 p.m. He advised that he would return to the meeting later.)

Ms. Aldean acknowledged that the existing concrete slab which serves as parking for the adjacent parcel will remain to accommodate the current tenant. She responded to questions as to the reason for extending the wrought iron fence. Ms. Wright expressed a preference for the wood fence to be notched rather than extending the wrought iron. Ms. Aldean expressed the opinion that Ms. Wright’s concerns can be addressed with landscaping. In response to a question, she described the existing landscaping materials and advised that the new landscaping will be similar. **Commissioner Smith moved to approve H-99/00-25 in the form of the motion provided by staff and the five additional conditions of approval with a sixth condition that being the specific reference to the density of vegetation planted around the fence to break up the view from the neighborhood of the vehicles parked there. Commissioner Hannafin seconded the motion.** Ms. Aldean requested clarification regarding the “density of vegetation”, and Commissioner Smith explained that his intent was to place special emphasis on the importance of the landscaping. **Motion carried 6-0.**

**F-2. DISCUSSION AND ACTION REGARDING A REPORT FROM APRIL 8, 2000 HISTORIC ARCHITECTURE REVIEW COMMISSION WORKSHOP (1-2490)** - Chairperson Drews noted that, as Commissioner Hannafin was not present, this item would be reagendaized for the next regular meeting.

**F-3. H-98/99-7 DISCUSSION AND ACTION REGARDING FINAL DRAFT OF TITLE 18, AMENDING THE HISTORIC DISTRICT ORDINANCE (CCMC 18.07.010 - 18.07.208) (1-2450)** - Chairperson Drews continued this item. He advised of a meeting with Community Development Director Walter Sullivan wherein priorities for the Commission were discussed. He will review Mr. Sullivan’s comments at the next regular meeting, and asked that this item be reagendaized. No formal action was taken.

# CARSON CITY HISTORIC ARCHITECTURE REVIEW COMMISSION

## Minutes of the June 13, 2000 Meeting

### Page 3

**F-4. H-99/00-26 DISCUSSION AND ACTION REGARDING A REQUEST FROM CARSON-TAHOE HOSPITAL, PROPERTY OWNER, CARSON-TAHOE HOSPITAL FOUNDATION, APPLICANT, FOR LANDSCAPING, REMOVAL OF EXTERIOR WINDOW, AND REPLACEMENT WITH FRENCH DOOR, ON PROPERTY LOCATED AT 990 NORTH MINNESOTA STREET (ADAMS HOUSE), APN 1-201-04 (1-0064)** - Chairperson Drews advised that the Adams House had been added to the National Register of Historic Places in March. As such, it is subject to review by the Commission for any exterior additions and landscaping. Pam Graber, of the Carson-Tahoe Hospital Foundation, provided background information regarding the use of the Adams House as a cancer resource and counseling center. She discussed plans for the exterior including small fund raisers for the CTH Foundation, volunteer recognition gatherings, survivor picnics for the Cancer Resource Center, and other small gatherings. She reviewed the plans included in the agenda materials, described the proposed landscaping design, and discussed the need for the french doors. Pursuant to the recommendation of Mella Harmon, of the State Historic Preservation Office ("SHPO"), the doors will be separate, solid wood, stained on the interior to match the existing woodwork and painted on the outside to match the exterior of the house. Richard Wipfli discussed the existing windows and explained the reason for the proposed plan was to maintain structural integrity. He referred to the picture included in the agenda materials which resembles the proposed appearance.

At the request of Chairperson Drews, Ms. Graber advised that the CTH Foundation had formed a landscaping committee to develop the landscape design. She referred to the blueprint included in the agenda materials and reviewed the same. She advised of an intermediate goal to have the irrigation, hard scape, and sod installed by July 4, 2000. As funds become available, the remaining flower beds and "pretty little areas" will be installed. An ultimate goal is to include a water feature which would cover up parking lot and street noise. Ms. Graber acknowledged that the historic fence would remain. Commissioner Hannafin inquired as to a path from the front steps to the paved area, and Ms. Graber suggested that paving stones could be used. Mr. Wipfli acknowledged that steps would need to be included from the proposed french doors to the paved area as a significant grade change exists. Commissioner Hannafin inquired as to lighting, and Ms. Graber advised that there are existing motion detectors on all four sides of the house for security. She explained that accent lighting had been discussed but not included at this time.

In response to a question, Mr. Wipfli explained the grid pattern on the existing windows. The proposed french doors will be made of solid wood and painted. Mr. Wipfli advised that ten light doors will be the most accessible since cost is a consideration. He acknowledged that the doors have ten separate windows. Chairperson Drews explained the options available and the reason for choosing wooden doors. **Commissioner Hannafin moved to approve H-99/00-26, a request from Carson-Tahoe Hospital, property owner (Carson-Tahoe Hospital Foundation, applicant) for landscaping, removal of exterior window, and replacement with wooden french doors, on property located at 990 North Minnesota Street (Adams House), APN 1-201-04; the subject approval is based on the finding that the plans, as submitted, comply in general conformance with the Secretary of the Interior's Standards and Guidelines for Rehabilitation, Carson City Historic District Guidelines, and with Historic Architecture Review Commission Policies, subject to the following conditions and with the understanding that any stipulations to the Commission by the applicant may be considered as conditions to the approval, with the five conditions as shown. Vice Chairperson Lopiccolo seconded the motion. Motion carried 7-0.** Ms. Graber thanked the Commission.

**CARSON CITY HISTORIC ARCHITECTURE REVIEW COMMISSION**

**Minutes of the June 13, 2000 Meeting**

**Page 4**

**F-5. H-99/00-27 DISCUSSION AND ACTION REGARDING A REQUEST FROM ST. TERESA OF AVILA CATHOLIC CHURCH, PROPERTY OWNER (JANET HALL, APPLICANT) FOR CONSIDERATION OF IMPROVEMENTS TO FACILITATE A BED AND BREAKFAST USE, INCLUDING: TO REMOVE SINGLE-CAR GARAGE, ESTABLISH A THREE-CAR PARKING AREA, INSTALL GAZEBO WITH ENCLOSED HOT TUB IN THE N/E REAR CORNER, INSTALL FENCE AROUND PERIMETER, INSTALL WHEELCHAIR ACCESSIBLE RAMP, SMALL SATELLITE DISH TO BE MOUNTED ONTO THE SIDE OF CHIMNEY, ON PROPERTY LOCATED AT 408 W. ROBINSON STREET, APN 3-236-01 (1-0610)** - Dawna Johnson, of Realty Executives, introduced Janet Hall, the applicant. Ms. Johnson reviewed the proposal as outlined on the application included in the agenda materials. She reviewed corresponding photographs included in the agenda materials as she discussed details of the proposal. Discussion took place regarding the proposed fence, the wheelchair ramp, existing trees, the parking area, and the existing garage. Ms. Hall acknowledged a willingness to return to the Commission with a design for the wheelchair ramp and stated that she is willing to work within the guidelines of the Commission. Commissioner Hannafin acknowledged the requirement for the wheelchair ramp even though it will significantly change the historic structure. Discussion followed regarding the possibility of a wheelchair lift, and Commissioner Hannafin explained the drawbacks of outdoor wheelchair lifts. Ms. Hall acknowledged that there are two bedrooms located downstairs.

In response to questions, Ms. Hall advised that four of the five bedrooms will be utilized as guest rooms. She acknowledged that some street parking will be necessary and that the short fence for the front yard will be white picket and styled after the fence at the Ferris Mansion. Commissioner Hannafin suggested painting the 6' dividing fence on the north side white. He referred to the information on the gazebo included in the agenda materials, and suggested painting it white as well. Ms. Hall agreed to do so. Ms. Johnson displayed the gazebo pamphlet and discussion took place regarding the available colors. Ms. Johnson and Ms. Hall offered to research other gazebos. Commissioner Hannafin stated he is delighted at the prospect of the property being converted to a bed and breakfast. In response to a question, Ms. Johnson advised that the 6' privacy fence will be standard in appearance. Further discussion took place regarding the wheelchair ramp, and Commissioner Hannafin recommended that the ramp be installed on the north or east side of the house, and that the applicants return to the Commission with drawings and detail for the gazebo and the ramp.

Discussion took place regarding the proposed light fixtures for the picket fence, and Commissioner Smith advised that the Ferris Mansion fencepost lights cast a soft circle of light around themselves and onto the ground below. Commissioner Ossa commented that she could not recall seeing lights on fence posts with this type of house. Ms. Johnson acknowledged that the fence will be installed along the property line.

Commissioner Hannafin advised of a request from Marcie Smith, Jimmy Chartz's sister, to affix a small plaque to the house relating a brief history and the fact that it was the lifetime home of Jimmy Chartz. The Smith family will pay for the plaque and Commissioner Hannafin advised that its dimensions would be approximately 12"x12". In response to a question, Ms. Hall advised that her original plan was to call the bed and breakfast "The Chartz House"; however, the Chartz family has decided to reserve the name for possible future use.

# CARSON CITY HISTORIC ARCHITECTURE REVIEW COMMISSION

## Minutes of the June 13, 2000 Meeting

### Page 5

In response to a question, Ms. Hall advised that the 18" satellite dish will be mounted in such a way that it will not be visible from the street. Ms. Johnson explained that the dish will face the southeast and be mounted behind an existing chimney.

Jean Stokie, the neighbor to the north, inquired as to the proposed placement of the 6' fence. Ms. Johnson explained the boundaries of the fence in relation to Ms. Stokie's home and the benefit to her of additional privacy. Victoria Williams, of National Best Sellers representing St. Teresa of Avila Catholic Church, provided background information on the house. She advised that Marcie Smith had contacted her and that both the church and the remaining Chartz family are "very excited about the proposed use." The family and the church representatives are interested in seeing the history preserved and the monument placed on the exterior of the house.

Further discussion took place regarding the gazebo, and Ms. Johnson inquired as to the acceptability of a grey or salt/pepper roof with a white building. Commission consensus was that this would be acceptable. Commissioner Ossa inquired as to whether any thought had been given to salvaging the materials from demolition of the garage. Ms. Hall advised that consideration had been given to salvaging the materials for use on the property; however, they have since been determined to be in very poor condition. She agreed to make the materials available to the Commission.

**Commissioner Hannafin moved to approve H-99/00-27 in the form of the motion presented by staff with the five standard conditions of approval and a sixth condition, as follows: Approval of the improvements is general in concept subject to final approval of the wheelchair accessible ramp and the gazebo structure; the opinion has been indicated that the gazebo should be painted white, that the fence to the north should be painted white, and that the ramp should be landscaped. Commissioner Baker seconded the motion.** Discussion took place regarding the proposed fence, and the applicant agreed to build the fence similar in design to the fence at the Ferris Mansion. **Commissioner Hannafin amended his motion relative to the 6' high fence in the back to indicate that the owner will submit a sketch showing a variation of vertical planks so it is not just a standard cedar fence; the fence, the gazebo, and the ramp will be subject to final approval. Commissioner Baker continued his second. Motion carried 5-0-1-1, Vice Chairperson Lopiccolo abstaining.**

**F-6. H-99/00-28 DISCUSSION AND ACTION REGARDING A REQUEST FROM GARY AND GALA MacDONALD, PROPERTY OWNER AND APPLICANT, TO REPLACE EXISTING DRIVEWAY, ADD 60FT. OF NEW SIDEWALK ON WEST WASHINGTON STREET, INSTALL HANDICAP RAMP, AND REPLACE APPROXIMATELY 20 FEET OF CURB AND GUTTER, ON PROPERTY LOCATED AT 711 ELIZABETH STREET, APN 3-273-01 (1-1250) - Greg Swanson, representing the MacDonalDs, reviewed the proposal. In response to a question, Mr. Swanson advised that there is no existing sidewalk. He explained that the Washington Street portion of the sidewalk is being negotiated through the State of Nevada, and the Elizabeth Street portion through Carson City. He acknowledged that the house was recently re-sided in vinyl. Mr. Swanson advised of existing lilac bushes which will have to be removed, and a water meter which will need to be relocated. He explained that once the project is finished, Mr. MacDonald plans to have a landscaper re-install irrigation and landscaping. (Commissioner Hannafin left the meeting at 6:45 p.m. A quorum was still present.)**

# CARSON CITY HISTORIC ARCHITECTURE REVIEW COMMISSION

## Minutes of the June 13, 2000 Meeting

### Page 6

Commissioner Smith expressed a preference for saving the lilac bushes if possible, and discussion followed with regard to the same. Mr. Swanson was not aware of the reason Mr. MacDonald wants to install a sidewalk. Vice Chairperson Lopiccolo advised Mr. Swanson that the vinyl siding had not been previously approved by the Commission. Commissioner Smith inquired as to Mr. MacDonald's time frame and whether or not action on the item could be postponed until a future meeting when Mr. MacDonald could be present. In response to a question, Mr. Swanson advised that Mr. MacDonald will be paying for the proposed sidewalk on Washington Street. Mr. Swanson acknowledged that the matter could be postponed to a future meeting. **Commissioner Smith moved to table the item until next month's meeting. Commissioner Baker seconded the motion. Motion carried 5-0.** Ms. Pruitt expressed a concern over continuing the item to a specific date, and **Commissioner Smith moved to continue the item indefinitely. Commissioner Baker seconded the motion. Motion carried 5-0.**

**F-7. H-99/00-3 DISCUSSION AND ACTION REGARDING HISTORIC HOUSING REHABILITATION PROGRAM APPLICATIONS AND RECOMMENDING AWARDING OF GRANTS (1-1467)** - Ms. Pruitt distributed updated grant application forms for Stephanie Gabler and James Dunfield. At the request of Vice Chairperson Lopiccolo, Ms. Gabler reviewed the proposed improvements and estimates included with her application. Discussion ensued with regard to the same. **Commissioner Smith moved to approve the payment of \$9,823 to Ms. Stephanie Gabler upon the completion of five items proposed in her application, the first being the wiring upgrades for a total of \$1,900, the second being the repair of two windows on the south side of the house, \$900 for tree trimming for safety considerations and protection of the home, \$2,954 for asbestos removal of the siding, and \$3,895 for painting the exterior of the house and shed, and additional window repair; the disbursement being subject to the terms and conditions of the Historic Housing Rehabilitation Program previously established, and the HUD standards, and including the five standard conditions of approval on the motions presented by staff. Commissioner Speulda seconded the motion.** Commissioner Ossa noted that the total amount should be changed to \$9,843. **Commissioner Smith amended his motion to indicate a total amount of \$9,843. Commissioner Speulda continued her second. Motion carried 5-0.** Ms. Pruitt advised that staff had assigned the number HRG 99/00-6 to this item. [Note: The total amount was changed to \$9,843 by motion as an indication was made that the amount had been miscalculated. After further calculation, the correct amount was determined to be \$9,823.]

James Dunfield introduced himself and reviewed estimates, some of which had not yet been submitted to Community Development. The estimates included one from Gil Insulation for blowing R-19 into the attic and wrapping the heater ducts with insulation for \$1,371. An additional estimate from Hilke Construction noted structural problems with the foundation, and included installation of attic vents on the north and south sides of the roof. Discussion regarding preservation of the existing windows took place, and Vice Chairperson Lopiccolo advised that although he would prefer to see the existing windows restored, it would not be money well spent. He explained that the windows were not quality windows to begin with, most of them are cracked, and many of the sashes are rotten. He estimated that 30-40% of the windows need to have the entire sash rebuilt and, after all that, there would still only be a single pane window in need of a storm window on the outside. Mr. Dunfield displayed a decorative piece which would fit inside the 6 over 6 windows. He advised that wood clad windows would cost twice as much.

In response to a question, Mr. Dunfield advised that he and his brother each own 1/4 of the property and the Dunfield Family Trust owns the other half. (Chairperson Drews returned to the meeting at 7:13 p.m.)

**CARSON CITY HISTORIC ARCHITECTURE REVIEW COMMISSION**

**Minutes of the June 13, 2000 Meeting**

**Page 7**

Commissioners Ossa and Speulda requested that Mr. Dunfield obtain an estimate for wood windows, and discussion ensued with regard to the work needed on the foundation and the steps. Vice Chairperson Lopiccolo indicated that artesian springs, which are present all over the property, are the cause of the deteriorating foundation. Mr. Dunfield expressed the opinion that the foundation, the windows, and insulation are critical items. He provided historical information on the house, and described the existing insulation in the attic and the walls. Discussion took place regarding the estimates. (Commissioner Smith left the meeting at 7:25 p.m. A quorum was still present.) Chairperson Drews requested that a design for the attic vents and the windows be presented to the Commission, and Mr. Dunfield agreed to do so.

Chairperson Drews inquired as to Ms. Gabler's unfunded items, and she advised that the only thing not addressed was replacement of the roof. He advised that she would need to submit proposed roofing materials for review by Mr. Joiner at the appropriate time. **Chairperson Drews moved to add \$2,677 to Ms. Gabler's funding. Commissioner Baker seconded the motion. Motion carried 5-0.**

**Chairperson Drews moved to award James E. Dunfield \$12,500 for improvements, including attic insulation, foundation improvements, front steps, rotting wood, attic vents, and replacement or repair of existing windows on property located at 510 South Minnesota Street; the attic vents and final window plans to be presented to the Commission for final approval. Commissioner Speulda seconded the motion. Motion carried 5-0.**

Vice Chairperson Lopiccolo passed the gavel to Chairperson Drews, and the Commissioners addressed item F-3.

**G. FUTURE COMMISSION ITEMS (1-2504)** - Ms. Pruitt advised of the special meeting scheduled for 5:30 p.m. on Tuesday, June 20<sup>th</sup> at the Brewery Arts Center. Chairperson Drews explained the purpose of the meeting.

**H. ADJOURNMENT (1-2542)** - Commissioner Baker moved to adjourn the meeting at 7:34 p.m. Vice Chairperson Lopiccolo seconded the motion. Motion carried 5-0.

The Minutes of the June 13, 2000 meeting of the Carson City Historic Architecture Review Commission are so approved this \_\_\_\_\_ day of July, 2000.

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MICHAEL DREWS, Chairperson