

**NOTICE OF PUBLIC MEETING
CARSON CITY HISTORIC RESOURCES COMMISSION**

**THURSDAY, JANUARY 11, 2018, 5:30 P.M.
COMMUNITY CENTER - SIERRA ROOM
851 EAST WILLIAM STREET, CARSON CITY, NEVADA**

<p><i>Please note: Any person who wishes to have their complete testimony included in the permanent record of this meeting should provide a written or electronic copy to the secretary in addition to any other written material. Minutes of the meeting are produced in a summary format and are not verbatim.</i></p>
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AGENDA

A. Call to Order and Determination of Quorum

B. Public Comments **

Members of the public who wish to address the Commission may approach the podium at this time to speak on matters relevant to or within the authority of the Historic Resources Commission, including any matter that is not specifically included on the agenda as an action item. No action may be taken on a matter raised under this public comment portion of the agenda.

C. For Possible Action: Approval of the Minutes from the November 9, 2017, meeting.

D. Modification of Agenda: Agenda Management Notice – Items on the agenda may be taken out of order; the public body may combine two or more agenda items for consideration; and the public body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

E. Public Hearing Matters

E-1 HRC-17-222 For Possible Action: To approve the Historic Resources Commission Annual Report for 2017 to be presented to the Board of Supervisors. (Hope Sullivan)

Staff Summary: The Historic Resources Commission Policy and Procedures Manual requires the Historic Resources Commission to review a Historic Resources Commission Annual Report prepared by the Planning Division each year. This report will be forwarded to the Board of Supervisors in February 2018.

E-2 HRC-17-223 For Possible Action: To discuss and potentially make nominations for the 2018 Carson City Historic Preservation Awards for outstanding achievements in historic preservation. (Hope Sullivan)

Staff Summary: The purpose of this item is to allow the Historic Resources Commission a forum to discuss the process for selection and recognition of significant preservation efforts in Carson City in celebration of Historic Preservation Month of May. The HRC will select award winner in March.

E-3 HRC-17-224 For Possible Action: To discuss the Historic Resources Annual Scavenger Hunt and possibly accept volunteer Commission members to coordinate the Scavenger Hunt with Planning staff. (Hope Sullivan)

Staff Summary: 2017 was the eighth year of the Historic Resources Annual Scavenger Hunt. The purpose of this item is to review the event, discuss the future of the event, and determine if Commission members would like to volunteer to work on the 2018 Scavenger Hunt.

E-4 HRC-17-225 For Possible Action: To elect a Historic Resources Commission Chairman and Vice Chairman for the period February 2018 to January 2019. (Hope Sullivan)

Staff Summary: The Historic Resource Commission bylaws require the Commission to elect a chairman and vice-chairman each January.

E-5 For Possible Action: HRC-17-163 – Continuation of consideration of a request from Jennifer Yen to install roof mounted solar panels on property zoned Residential Office (RO), located at 314 West Fifth Street, APN 003-129-04. (Hope Sullivan)

Staff Summary: This item is continued from the November 9, 2017 Commission meeting. The applicant is requesting to install roof mounted solar panels. The Commission will review the request to determine if the request is consistent with the Development Standards for the Historic District. Specifically, the Commission will determine if the devices are placed so as to be inconspicuous from the street in a manner that no damage is done to any character defining features of the building.

E-6 For Possible Action: HRC-18-001 - To consider a request from David and Dawn Moores to demolish an existing structure on property zoned Residential Office (RO), located at 213 South Nevada Street, APN 003-114-08. (Hope Sullivan)

Staff Summary: The applicant is seeking to demolish the 1952 structure. The Carson City Mid-Century Survey, Phase II completed in June 2009 concludes that the structure is not eligible for the National Register, and has no known significant association with patterns of local history or persons, and building design is lacking in architectural integrity. The property owner is seeking verification that the subject building may be demolished before proceeding with the preparation of building plans.

E-7 For Possible Action: HRC-17-203 – Review and discussion of the November 8, 2017 letter from the State Historic Preservation Officer providing observations and recommendations concerning Carson City's Certified Local Government Program.

Staff Summary: Staff members of the State Historic Preservation Office reviewed the City's Certified Local Government Program, and provided observations and recommendations, including items recommendations for future action. The Commission will review the observations and recommendations, and determine if it will recommend to the Board of Supervisors the inclusion of the recommendations into a work plan.

E-8 For Possible Action: HRC17-121 – Discussion of the 2018 Historic Preservation Fund, and, specifically, funding for the National Alliance of Preservation Commissions FORUM.

Staff Summary: On November 20, 2017, the State Historic Preservation Officer wrote to advise that its office is still awaiting its full FY2018 apportionment from Congress. However, the office is making \$30,000 available to the State's Certified Local Governments to help fund attendance at the National Alliance of Preservation Commissions FORUM conference to be held in Des Moines, Iowa from July 18 – 22, 2018. Staff will be seeking to determine if any Commissioners are interested in attending the training.

Appeal of a Commission item: An appeal must be submitted to the Planning Division within 10 days of the Commission's action. In order to be part of the administrative record regarding an appeal of an item on the agenda, you must present your comments at the podium or have previously sent correspondence to the Planning Division or have spoken to staff regarding an item on this agenda. For information regarding an appeal of a Commission decision, please contact the Community Development Director at 775-887-2180, via e-mail at lplemel@carson.org, or via fax at 775-887-2278.

F. Staff Reports

F-1 Discussion Only:

- Planning Division staff report to the Historic Resources Commission. (Hope Sullivan)
- Commissioner reports/comments.
- Future agenda items.

G. Public Comments**

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H. For Possible Action: Adjournment

*** PUBLIC COMMENT: The Commission will provide at least two public comment periods in compliance with the minimum requirements of the Open Meeting Law prior to adjournment. In addition, it is Carson City's aspirational goal to also provide for item-specific public comment as follows: In order for members of the public to participate in the public body's consideration of an agenda item, the public is strongly encouraged to comment on an agenda item when called for by the Chair during the item itself. No action may be taken on a matter raised under public comment unless the item has been specifically included on the agenda as an item upon which action may be taken. Comments may be limited to **three minutes** per person or topic at the discretion of the Chair in order to facilitate the meeting.*

ADDITIONAL INFORMATION

If you would like more information about an agenda item listed above, please contact the staff member listed at the end of the particular item in which you are interested at 775-887-2180. Contact Rea Thompson at 775-887-2180 or planning@carson.org if you would like copies of supporting materials for an agenda item. Supporting materials for the meeting are available in the Planning Division office located at 108 E. Proctor Street, Carson City or at www.carson.org/agendas. All written comments to the Historic Resources Commission regarding an item must be submitted to the Planning Division by 4:00 p.m. on the day prior to the Commission's meeting to ensure delivery to the Commission before the meeting.

The Historic Resources Commission is pleased to make reasonable accommodations for members of the public who wish to attend the meeting and need assistance. If special arrangements for the meeting are necessary, please notify the Planning Division in writing at 108 E. Proctor St., Carson City, Nevada 89701, or call 775-887-2180, as soon as possible.

The next meeting is tentatively scheduled for 5:30 p.m., Thursday, March 8, 2018, at the Carson City Community Center, Sierra Room, 851 East William Street, Carson City, Nevada 89701.

THIS AGENDA HAS BEEN POSTED AT THE FOLLOWING LOCATIONS
BEFORE 5:00 P.M. ON JANUARY 4, 2018:

Carson City Library - 900 N. Roop Street
Community Center, Sierra Room - 851 E. William Street
Community Development Department, 108 E. Proctor Street
Carson City Hall - 201 N. Carson Street

THIS AGENDA HAS ALSO BEEN POSTED ON THE FOLLOWING WEBSITES:

City Website at: www.carson.org/agendas
State of Nevada website at: <https://notice.nv.gov/>