## NOTICE OF PUBLIC MEETING CARSON CITY HISTORIC RESOURCES COMMISSION

# THURSDAY, OCTOBER 10, 2013, 5:30 P.M. COMMUNITY CENTER - SIERRA ROOM 851 EAST WILLIAM STREET, CARSON CITY, NEVADA

Please note: Witnesses wishing to have their complete testimony/handouts included in the permanent record of this meeting should provide a written or electronic copy to the secretary. Minutes of the meeting are produced in a summary format and are not verbatim.

#### A. Call to Order and Determination of Quorum

- **B.** 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.
- **C. Disclosures:** Any members of the Commission that may wish to explain any contact with the public regarding an item on the agenda or business of the Commission.
- **D. 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. Comments are limited to **three minutes** per person topic. If your item requires extended discussion, please request the chairman to calendar the matter for a future meeting. In order for members of the public to participate in the Commission's consideration of a public hearing item on this agenda, the Commission strongly encourages members of the public to comment on the agenda item when the particular item is being discussed by the Commission. No commission discussion or action may be taken on a matter raised under this public comment portion of the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken.

### E. Action on Approval of Minutes

F. Public Hearing Matters The following items are scheduled for a public hearing. The Chairman will read the Agenda listing into the public record. Staff will present a summary of the staff report and recommendations, including any updated information that was received after the date when staff reports were distributed. The Commission will follow with questions of staff. At that time, the Chairman will open the hearing to public testimony. Normally, the applicant and/or their representative are permitted to speak first, followed by Commission questions. This will be followed by the Chairman requesting comments from the public at large. If you wish to speak on a particular item, please limit your comments to three (3) minutes and be as brief and concise as possible so that all who wish to speak may do so. Do not repeat the position of others who express the same views as you. The Chairman has the right to establish time limits for comments and to allow for rebuttal. In order to be part of the administrative record regarding an appeal of an item, you must present your comments at the podium or have previously sent correspondence to the Planning Division or spoken to staff regarding an item on this agenda.

**F-1 HRC-13-082** For Possible Action: To approve a request from Harold Morris of Morris Engineering (property owner: 611 N Nevada St Property LLC) to convert a portion of the existing porch into office space and add a new fabric awning canopy to the front face of the building on property zoned Residential Office (RO), located at 611 North Nevada Street, APN 003-285-07. (Susan Dorr Pansky)

Staff Summary: This is a request to modify the existing office building constructed in 1997 to convert a four foot by 11 foot portion of the front porch for the purpose of expanding the reception sitting area, and add a seven and a half foot by 10 foot arched fabric awning canopy over the existing entrance.

**F-2 HRC-10-102(A) Continued from September 12, 2013 meeting.** For Possible Action: To consider the first phase landscape plan submitted by Al Salzano (property owner: Herman Bauer) in association with a previously approved phased project (two, two-family dwelling units) totaling four dwelling units on property zoned Residential Office (RO), located at 812 North Division Street, APN 001-191-06. (Susan Dorr Pansky)

Staff Summary: On August 26, 2013, Planning Division staff issued a Notice of Violation/Order to Comply to the property owner in response to discovering that six of the eight existing trees proposed to remain as a part of the conceptual plan approved by the HRC on February 9, 2012 had been removed. The Notice ordered the property owner to stop work on the new construction of the first of two, two-family dwelling units until a landscape plan was submitted for HRC approval to mitigate the tree removal. This item was continued from the September 12, 2013 Historic Resources Commission meeting to allow the applicant to make recommended changes to the landscape plan discussed at the meeting.

**F-3 HRC-13-090** For Possible Action: To provide staff with a recommendation to secure the vacant property located at 603 West Robinson Street (Property Owner: Margaret Spears) for public safety purposes during the Halloween festivities on October 31, 2013, APN 003-243-02. (Susan Dorr Pansky)

Staff Summary: This item is in response to concerns from surrounding property owners voiced at the September 12, 2013 Historic Resources Commission meeting that because the property located at 603 West Robinson Street is currently vacant and has fallen into disrepair, it will pose possible safety risks for the public during the annual neighborhood Halloween festivities on October 31, 2013. Staff will provide the Historic Resources Commission with the available legal options the City has to secure the property during this event.

**F-4 HRC-13-131** For Possible Action: To provide direction to staff on selection of a project for the 2014 Historic Preservation Fund Grant application. Staff will also give an update on the status of the 2013 Historic Preservation Fund Grant application. (Susan Dorr Pansky)

Staff summary: Planning Division staff has provided a list of potential Historic Preservation Fund grant projects for the 2014 funding cycle for consideration by the HRC. In addition, staff will provide the HRC and the general public with an update of the 2013 Historic Preservation Fund grant # 32-13-51935(1).

- **G. Staff Reports** (non-action items)
- G-1 Planning Division staff report to the Historic Resources Commission. (Susan Dorr Pansky)
  - Commissioner reports/comments
  - Future agenda items
- **H. Public Comments Members** of the public who wish to address the Commission may approach the podium at this time to speak on any matter not specifically included on the agenda as an action item. Comments are limited to three minutes per person or topic. No action may be taken on a matter raised under this public comment portion of the agenda.

### K. Action on Adjournment

#### For further 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, November 14, 2013, 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 OCTOBER 3, 2013

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

Also find this agenda posted on the City's Website at: <a href="https://www.carson.org/agendas">www.carson.org/agendas</a>