

**DRAFT MINUTES**  
**Regular Meeting**  
**Historic Resources Commission (HRC)**  
**Thursday, March 14, 2019 ● 5:30 PM**  
**Community Center Sierra Room**  
**851 East William Street, Carson City, Nevada**

**Commission Members**

<b>Chair – Mike Drews</b>	<b>Vice Chair – Robert Darney</b>
<b>Commissioner – Jed Block</b>	<b>Commissioner – Gregory Hayes</b>
<b>Commissioner – Michelle Schmitter</b>	<b>Commissioner – Donald Smit</b>
<b>Commissioner – Lou Ann Speulda</b>	

**Staff**

Hope Sullivan, Planning Manager  
Ben Johnson, Deputy District Attorney  
Tamar Warren, Deputy Clerk

**NOTE:** A recording of these proceedings, the commission’s agenda materials, and any written comments or documentation provided to the recording secretary during the meeting are public record. These materials are on file in the Clerk-Recorder’s Office, and available for review during regular business hours. An audio recording of this meeting is available on [www.Carson.org/minutes](http://www.Carson.org/minutes).

**A. CALL TO ORDER AND DETERMINATION OF QUORUM**

(5:31:06) – Chairperson Drews called the meeting to order at 5:31 p.m. Roll was called; a quorum was present.

<b>Attendee Name</b>	<b>Status</b>	<b>Arrived</b>
Chairperson Mike Drews	Present	
Vice Chairperson Robert Darney	Present	
Commissioner Jed Block	Present	
Commissioner Gregory Hayes	Present	
Commissioner Michelle Schmitter	Present	5:34 p.m.
Commissioner Donald Smit	Present	5:35 p.m.
Commissioner Lou Ann Speulda	Present	

**B. PUBLIC COMMENTS**

(5:32:26) – Chairperson Drews entertained public comments; however, none were forthcoming.

**C. FOR POSSIBLE ACTION: APPROVAL OF THE MINUTES FROM THE JANUARY 10, 2019 MEETING**

(5:33:50) – Chairperson Drews introduced the item and noted the submission of late material with corrections.

(5:34:35) – **MOTION:** Commissioner Hayes moved to approve the minutes of the January 10, 2019 HRC meeting. The motion was seconded by Vice Chair Darney. Motion carried 6-0-0.

**D. MODIFICATION OF AGENDA**

(5:35:20) – Chairperson Drews introduced the item and Ms. Sullivan indicated there were no modifications to the agenda.

**E. PUBLIC HEARING MATTERS:****E-1 FOR PRESENTATION ONLY: A PRESENTATION BY JIM BERTOLINI OF THE STATE HISTORIC PRESERVATION OFFICE (SHPO) REGARDING THE ANNUAL CERTIFIED LOCAL GOVERNMENT REVIEW.**

(5:35:48) – Chairperson Drews introduced the item. Ms. Sullivan gave background and introduced Jim Bertolini, Historian, National and State Historic Registers, and Certified Local Governments Coordinator with the Nevada State Historic Preservation Office. Mr. Bertolini provided a presentation, incorporated into the record, regarding the annual Certified Local Government (CLG) program as part of the SHPO’s annual review of CLGs, including a training module on “good commissioner basics”, grant funding, and updates to the program, and responded to clarifying questions by the commissioners. Chairperson Drews thanked Mr. Bertolini and invited him to stay for the rest of the meeting.

**E-2 HRC-19-011 FOR POSSIBLE ACTION: TO CONSIDER A REQUEST FOR THE INSTALLATION OF A TWENTY FOOT SECTION OF A FOUR FOOT TALL STEEL FRAMED FENCE ON PROPERTY ZONED RESIDENTIAL OFFICE (RO), LOCATED AT 301 WEST KING STREET, APN 003-216-10.**

(5:51:32) – Chairperson Drews introduced the item. Ms. Sullivan presented the Staff Report and noted that this property was included in Mr. Bertolini’s presentation. She also concluded with Staff’s recommendation to deny the request based on the finding that the request is inconsistent with the design guidelines for the historic district and the Secretary of the Interior Standards as noted in the staff report. Staff also recommended using woven wire, consistent with the fencing on the rest of the property or wood to provide a fence consistent with the Historic District.

(5:54:58) – Ron Kipp introduced himself as the property owner and stated that his eldest daughter who currently resides in the house planned to buy the property from Mr. Kipp and his wife. He also gave historic background on the property and stated that removing the screen would not “make the insurance company happy”. He believed that this particular fence provided security. Commissioner Smit noted that his objection was to the screen. Vice Chair Darney suggested a different type of gate that would not require a screen. Mr. Kipp responded to clarifying questions by the commissioners. Discussion ensued regarding acceptable types of fences. Ms. Sullivan suggested being very clear about “the removal of the screen for both the fixed section of the fence and for the gate” when a motion is made. There were no public comments. Chairperson Drews entertained a motion.

**(6:28:57) MOTION** – Commissioner Smit moved “to approve HRC-19-011 based on the finding that the request is consistent with the design guidelines for the Historic District and the Secretary of the Interior Standards as noted in the Staff Report, with the following amended conditions: the mesh on the back of the removable and the fixed portions of the fence and gate shall be removed, wood shall be placed centered on the steel pickets of both of the fixed panel, and that the distance between those boards shall be a minimum of one inch and a maximum of two inches. In the event [that] there is not enough of the existing wire to connect to the fixed panel, then another solid panel with boards spaced the same as the fixed panel shall be installed the full length of the gate when it is open.” The motion was seconded by Commissioner Speulda. Motion carried (7-0-0).

**E-3 HRC-19-023 FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING POTENTIAL NOMINATIONS FOR THE 2019 CARSON CITY HISTORIC PRESERVATION AWARDS FOR OUTSTANDING ACHIEVEMENTS IN HISTORIC PRESERVATION.**

(6:33:08) – Chairperson Drews introduced the item. Ms. Sullivan presented the Staff Report along with a list of former award recipients, both of which are incorporated into the record. She also reviewed seven nominations for

2019 from Commissioner Block, adding that no other nominations had been received. Chairperson Drews nominated former Supervisor Karen Abowd for her contributions to the District and Commissioner Speulda mentioned that Adele's Restaurant had donated the scavenger hunt winners' prizes. Commissioner Block gave background on each of the properties he had nominated and Chairperson Drews was in favor of awarding one to a property on "Main Street", another on the east side of Carson City, and a third on the west side. Member Block was in favor of recognizing Supervisor Abowd as well. Member Smit mentioned her contributions to the Façade Improvement Program as well; however, Chairperson Drews did not want to take away from Supervisor Abowd's individual contributions. Discussion continued regarding each property and Commissioner Speulda was in favor of giving an award to the Rice Street properties all at once the following year. In response to a question, Mr. Bertolini explained that a "reconnaissance-level survey" had been done use Historic Preservation Funds (HPF) in either 2013 or 2014 and offered to forward a copy to the City if needed. Commissioner Block favored awards to Ms. Abowd and two properties, one in East Carson City and one in West Carson City. Commissioner Hayes was in favor of nominating 301 West Fourth Street. The Commissioners also agreed on 138 West Rice Street. There were no public comments; therefore, Chairperson Drews entertained a motion.

**(6:55:42) – MOTION: Commissioner Block moved to select the properties at 301 West Fourth Street, 138 Rice Street, and 410 North Carson Street, and former Supervisor Karen Abowd for the 2019 Historic Preservation Award in celebration of Historic Preservation and Archaeological Awareness Month. The motion was seconded by Commissioner Speulda. Motion carried 7-0-0.** Chairperson Drews instructed Ms. Sullivan to carry the rest of the properties forward for next year's nominations.

**E-4 HRC-19-024 FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE HISTORIC RESOURCES ANNUAL SCAVENGER HUNT AND TO IDENTIFY POSSIBLE VOLUNTEER COMMISSION MEMBERS TO COORDINATE THE SCAVENGER HUNT WITH PLANNING STAFF.**

(6:56:41) – Chairperson Drews introduced the item. Ms. Sullivan gave background and requested feedback from the Commission. Commissioner Speulda was informed that four awards will be given out for first to fourth place recipients. Ms. Sullivan proposed using the photographs to have participants identify the historic and current uses of the properties. Chairperson Drews believed that 12-15 sites should be sufficient and offered to brainstorm with Staff and two other commissioners.

**E-5 HRC-18-114 FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING POTENTIAL MODIFICATIONS TO SECTION 5.16 OF THE DEVELOPMENT STANDARDS REGARDING GUIDELINES FOR WINDOWS IN THE HISTORIC DISTRICT.**

(7:06:40) – Chairperson Drews introduced the item. Ms. Sullivan presented the Staff Report which is incorporated into the record and noted that it contained a compilation of documents gathered by Chairperson Drews, Commissioner Schmitter, and Commissioner Speulda. Chairperson Drews noted that they had intended to create a checklist for property owners prior to appearing before the Commission. Commissioner Schmitter added that they had created separate documents for one window replacement versus replacing all windows thus giving property owners options on repairs versus replacements. Discussion ensued regarding a homeowner questionnaire and giving property owners a few options. Vice Chair Darney believed in approvals based on finding; however, he cautions against being "too bureaucratic". Ms. Sullivan suggested well-articulated design guidelines. Commissioner Smit insisted on consistency in making decisions. Ms. Sullivan explained that she provides a list of the guidelines to any new property owners in the District once Staff is notified of a change of ownership of properties. She also noted that the Building Department sends all potential projects in the district for discussion. Commissioner Speulda inquired about questions to direct property owners to repair versus replace. Commissioner Schmitter suggested having different pieces of information depending on the projects. There were no public comments.

**F. STAFF REPORTS**

**F-1 DISCUSSION ONLY**

**PLANNING DIVISION STAFF REPORT TO THE HISTORIC RESOURCES COMMISSION**

(7:34:01) – Chairperson Drews introduced the item and Ms. Sullivan reported that she did not have any additional reports.

**COMMISSIONER REPORTS/COMMENTS**

(7:3:54) – Commissioner Block inquired about the Brewery Arts Center replacement and Ms. Sullivan offered to forward the administrative approvals to the Commission. She also noted that Chairperson Drews had inquired about the method by which the sign would be attached to the building. Mr. Bertolini recommended that the City receive a copy of the National Alliance for Preservation Commissions List Serve. He also clarified that some Commissions had a fine schedule.

**FUTURE AGENDA ITEMS**

(7:37:48) – Chairperson Drews requesting keeping the windows discussion on future agendas. Commissioner Schmitter requested information on the Curry House and also wished to have the new Carson City Tourism Authority Director attend a meeting and explain his new vision for Carson City.

**G. PUBLIC COMMENTS**

(7:39:10) – Chairperson Drews entertained public comments; however, none were forthcoming.

**H. ACTION ON ADJOURNMENT**

(7:39:33) – **MOTION: Commissioner Hayes moved to adjourn and Commissioner Speulda seconded the motion. The meeting was adjourned at 7:39 p.m.**

The Minutes of the March 14, 2019 Carson City Historic Resources Commission meeting are so approved this 9<sup>th</sup> day of May, 2019.

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MIKE DREWS, Chair