

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

**THURSDAY, SEPTEMBER 13, 2018, 5:30 P.M.  
COMMUNITY CENTER - SIERRA ROOM  
851 EAST WILLIAM STREET, CARSON CITY, NEVADA**

*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.*

**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 July 12, 2018, 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 For Possible Action: HRC-18-115** - To consider a request to remove a rear chimney on property zoned Single Family 6,000 (SF-6), located at 112 N Phillips Street, APN 003-203-02. (Hope Sullivan)

*Staff Summary: The subject property has a single family home on it that was constructed in 1919. The home has two chimneys. The applicant is seeking to remove the rear chimney as it is not functional and is difficult to secure structurally.*

**E-2 For Possible Action: HRC-18-122** – To consider a request to change out windows and to install a door on property zoned Residential Office (RO), located at 496 W. Ann Street, APN 001-185-06. (Hope Sullivan, [hsullivan@carson.org](mailto:hsullivan@carson.org))

*Staff Summary: The subject property is a being converted from a single family residence into a duplex. As part of the improvements, the applicant is seeking to replace windows that do not face the street with Cascade vinyl windows so as to comply with egress standards. Wooden windows on facades facing the street will be retained. The applicant is also seeking to install a six panel solid door on the east side of the home, facing a neighboring property.*

**E-3 For Possible Action: HRC-18-129** – To consider a request to replace an existing wooden picket fence with a vinyl, white picket fence on property zoned Single Family 6000 (SF-6), located at 302 Thompson Street, APN 003-133-31. (Hope Sullivan, [hsullivan@carson.org](mailto:hsullivan@carson.org))

*Staff Summary: The subject property is a corner lot, with a white picket fence along both Thompson Street and Third Street. The applicant is seeking to remove the existing fence and to replace it with a white, vinyl picket fence.*

**E-4 For Possible Action: HRC-18-118** – To consider potential projects that could be funded with the Historic Preservation Fund in fiscal year 2018. (Hope Sullivan, [hsullivan@carson.org](mailto:hsullivan@carson.org))

*Staff Summary: Applications for the fiscal year 2018 Historic Preservation Fund are due to the State Historic Preservation Office by September 21, 2018. All grants require a 40 percent local match, and the funded project must be completed by August 1, 2019. After investigating funding certain projects, staff is recommending that no application for grant funding be submitted this cycle.*

**E-5 For Possible Action: HRC-18-114** – To consideration potential modifications to Section 5.16 of the Development Standards regarding guidelines for windows in the Historic District. (Hope Sullivan, [hsullivan@carson.org](mailto:hsullivan@carson.org))

*Staff Summary: Section 5. 16 of the Development Standards addresses guidelines for windows in both historic buildings and in new construction. The Commission will review the guidelines to determine if clarifying language is desirable to better articulate the treatment of windows in the Historic District.*

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*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](mailto:lplemel@carson.org), or via fax at 775-887-2278.*

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## **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**

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**\*\* 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.*

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### **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 Hope Sullivan at 775-887-2180 or [planning@carson.org](mailto: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](http://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, September 13, 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 JUNE 29, 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](http://www.carson.org/agendas)  
State of Nevada website at: <https://notice.nv.gov/>