

State of Nevada  
Department of Conservation and Natural  
Resources Joe Lombardo, *Governor*  
James A. Settelmeyer, *Director*  
Robin K. Reed, *Acting Administrator*  
Joseph Curtis, *Chair*

## NOTICE OF PUBLIC MEETING & AGENDA COMSTOCK HISTORIC DISTRICT COMMISSION

**Tuesday, May 6th, 2025, at 5:00 pm**

**There will not be a 4:30pm workshop.**

### **Meeting Location**

The meeting will be held via TEAMS conference, accessible via electronic devices connected to the internet with listening and microphone capabilities. Video camera capability will also allow users to watch others in the meeting who are also using a video camera. The in-person option will be held starting at 5:00pm, April 1, 2025:

**Comstock History Center  
Comstock Historic District Commission  
20 North E Street,  
Virginia City, NV 89440**

### **To join the Comstock Historic District Commission Meeting:**

#### **Join the meeting now**

Meeting ID: 272 141 644 666 3

Passcode: wL2f8Gs7

- Meetings are audio-recorded and/or transcribed as part of the public record.
- Action may be taken on those items denoted "For possible action."
- At the discretion of the chair: items on the agenda may be taken out of order; two or more agenda items may be combined; agenda items may be removed from the agenda, or delay discussion relating to an item, at any time.

- **CALL TO ORDER.**

Chair of the Comstock Historic District Commission (CHDC), Mr. Joe Curtis

- **CALL FOR THE START OF THE RECORDING OF THE MEETING.**

CHDC Chair and Staff.

- **CALL FOR CONFIRMATION THE MEETING WAS PROPERLY POSTED.**

CHDC Chair and Staff.

- **ROLL CALL OF COMMISSIONERS AND DETERMINATION OF QUORUM.**

CHDC Chair and Staff.

- **APPROVAL OF AGENDA. (FOR POSSIBLE ACTION)**

Approval of the Agenda for Tuesday, May 6th, 2025.

- **PUBLIC COMMENT.**

Public comments will be made on any matter relevant to the Commission. Public comments will be heard at the beginning and end of the meeting and may be taken at the discretion of the Chair on agenda items listed for possible action. Public comments may be limited to three (3) minutes per person at the discretion of the Chair on specific agenda items. Comment will not be restricted based on viewpoint. No action will be taken on any matters raised during the public comment period that are not already on the agenda. All those providing comments are asked to begin by stating their name for the record.

- **ADMINISTRATIVE ITEMS.**

- I. Chair's Report
- II. Staff Report
- III. Commissioner Comments

- **APPROVAL OF APRIL 8TH, 2025, MINUTES. (FOR POSSIBLE ACTION) - APPENDIX A**

Minutes from April 8th, 2025, CHDC Meeting.

- **ITEM ONE (FOR POSSIBLE ACTION) - APPENDIX B**

**ALTERATION, ADDITION, AND/OR REPAIRS TO AN HISTORIC FEATURE**

***B St Roadway***

Storey County repairs on the roadway B St, directly behind 76 N C St otherwise known as the Red Dog Saloon . Storey County is seeking approval to stabilize and repair a stone wall using concrete, steel and wire mesh to preserve visibility of the stonework while ensuring safety concerns of both the roadway and the adjacent property.

- **ITEM TWO (FOR POSSIBLE ACTION) - APPENDIX C**

**NEW REGULATIONS**

**Revised Proposed Regulation of the Comstock Historic District Commission,  
LCB File No. R016-24**

Discussion on eliminating the positions of Secretary and Treasurer of the Comstock Historic District Commission, transferring related Treasurer duties to the Chair, currently Joe Curtis. This includes revising the powers and duties of the Chair and Vice Chair, updating qualifications for the architectural committee, renaming the Office Manager to District Officer, and revising the District Officer's duties. Additionally, it involves updating meeting requirements, district boundary maps, and application requirements for certificates of appropriateness, while establishing standards for these considerations and clarifying the authority of designated building inspectors.

- **ITEM THREE (FOR POSSIBLE ACTION)**

**OFFICER ELECTIONS**

Discussion of Officer Elections.

- **PUBLIC COMMENT.**

Public comments will be heard on any matter relevant to the Commission. Public comment may be limited to three (3) minutes per person at the discretion of the Chair on specific agenda items. Comment will not be restricted based on viewpoint. No action will be taken on any matters raised during the public comment period that are not already on the agenda. People providing comments will be asked to begin by stating their name for the record.

- **ADJOURNMENT. (FOR POSSIBLE ACTION)**

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Members of the public who are disabled and require special accommodation or assistance at the meeting are requested to notify the Comstock Historic District Commission in writing at P.O. Box 128, 20 North E Street, Virginia City, Nevada 89440, by calling (775) 847-0281, or by emailing [shelley.smith@shpo.nv.gov](mailto:shelley.smith@shpo.nv.gov) no later than 9:00am, March 31, 2025.

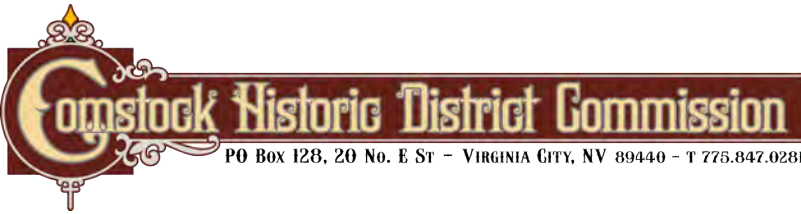
Supporting documents for agenda items are made available on our website at:

<https://shpo.nv.gov/comstock-historic-district-commission>. Please contact the Commission office if you wish to obtain copies prior to the meeting by emailing the Comstock Preservation and History Officer, Shelley Smith, at [shelley.smith@shpo.nv.gov](mailto:shelley.smith@shpo.nv.gov), or by calling (775) 847-0281.

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This notice will be posted on or before 9:00am, on or before the third working day before the meeting at:

- The Comstock Historic District Commission office located at 20 North E Street, Virginia City, NV 89440; all notices are also posted online at <https://notice.nv.gov> and <http://shpo.nv.gov>



STATE OF NEVADA  
DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES  
JOE LOMBARDO, GOVERNOR  
JAMES A. SETTLEMAYER, DIRECTOR  
ROBIN K. REED, ACTING ADMINISTRATOR  
JOSEPH CURTIS, CHAIR

## APPENDIX A

### MINUTES OF THE COMSTOCK HISTORIC DISTRICT COMMISSION

**DATE:** Tuesday, April 8th, 2025

**PLACE:** Comstock Historic District Commission Office, 20 North E. Street, Virginia City, Nevada 89440

**WORKSHOP MEETING:** None

**REGULAR MEETING TIME:** 5:00 pm

**CALL TO ORDER:** 5:00 pm

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**PLEDGE OF ALLEGIANCE.** The pledge was recited.

**COMMISSIONER ROLL CALL.** Quorum was achieved.

Clay Mitchell – Absent  
Nancy Cleaves – Present  
Julie Workman – Present  
David Bates – Present  
Calvin Dillon – Present  
Tammy Hendrix – Present  
Nicole Ting – Present  
Joe Curtis – Present  
Mercedes de la Garza - Absent  
*Staff, Preservation and History Officer Shelley Smith – Present*

### OPENING PUBLIC COMMENT.

Comstock Historic District (CHDC) Chair, Joe Curtis, opened the meeting to public comment by stating that comment relevant to the CHDC would be taken at the beginning and the end of the meeting and taken at the discretion of the Chair on all agenda items listed for possible action. Comments were limited to three minutes per person and not restricted by viewpoint. It was advised that no action would be taken on any matters raised during the public comment period and all members of the public providing comment would first be asked to begin by stating their name for the record. The Chair opened the floor to the public for comment, there was no public comment, and the meeting proceeded.



## APPENDIX A

### ADMINISTRATIVE ITEMS.

- I. Chair's Report – None.
- II. Staff Report – Ms. Smith introduced the new administrative assistant, Cait Watson, to the staff. The meeting, originally scheduled for the 1st of April 2025, had been rescheduled to April 8th, 2025. During the meeting, Ms. Smith provided a detailed explanation of her plans for the upcoming Historic Preservation Month in May. One of the key events is the Birdhouse Competition, which encourages local residents to create birdhouses from upcycled materials while becoming more familiar with historical architectural styles. The goal of this competition is to enhance public awareness of these styles and foster community engagement. The staff is exploring ways to incentivize participation by reaching out to local businesses for potential prizes. Ms. Smith mentioned that she would further consult with Nicole regarding the legalities of the prizes. Ultimately, she hopes to create an exhibit featuring the entries at the History Center for public viewing. Another planned activity is to hold model-building workshops for children in the community. These workshops will allow the children to explore the area, build models, and report on their “special places” in Virginia City. Ms. Smith expressed her desire to foster a sense of pride in the historical district and create a sense of community bonding. This initiative will also culminate in an exhibit at the History Center, possibly featuring recordings of the children sharing their favorite places, along with a self-guided walking tour and model submissions at the end of May. Additionally, the staff reported they are actively working on acquiring a new screen for the conference room and updating the software used by the commission. Joe shared his approval of these improvements, believing they will enhance the Commission's presence in the community and promote education about the historic district. Ms. Shelley shared a letter from the EPA, indicating that the full report is available in her office for review. Ms. Mercedes expressed her desire for a complete copy of the report and raised concerns about mercury in the soil in the area.
- III. Correspondence (FOR POSSIBLE ACTION) – None.

### APPROVAL OF THE FEBUARY 4th, 2025 MEETING MINUTES.

CHDC Chair, Joe Curtis, entertained a motion to approve the CHD April 8th , 2025, Meeting Minutes. The motion carried unanimously.

### ALTERATION, ADDITION, AND/OR REPAIRS TO AN HISTORIC BUILDING. 148 SOUTH C STREET, VIRGINIA CITY, NV 89440

Mr. Richard Siri is seeking to replicate the original balcony on his building, which was removed prior to his acquisition. Ms. Smith represented him and stated the new balcony will adhere to current building codes while matching the architectural style of existing balconies on C Street. She confirmed her approval of the plans, emphasizing Mr. Siri's extensive research. Concerns were raised by Ms. Mercedes de la Garza about the balcony's structural integrity and attachment to the building, citing safety for second-floor users. Ms. Smith reassured the committee that the Commission's approval would only be for the visual concept, as Mr. Siri will seek further approvals for building details later. Ms. Garza also highlighted the need for waterproofing to protect pedestrians below, which was supported by Mr. David Bates. Ms. Smith stated final plans would go to the building department after conceptual approval. Mr. Curtis suggested staff review final details if approved. Ms. Garza moved to approve the concept, requesting further validation with the Preservation and History Officer as the project progresses, and Mr. Bates seconded. The motion passed unanimously.

## **APPENDIX A**

### **ALTERATION, ADDITION, AND/OR REPAIRS TO AN HISTORIC BUILDING.**

#### **321 SOUTH D STREET, VIRGINIA CITY, NV 89440**

Peter and Joy Lutz are seeking approval for a 657-square-foot addition to their street-level home, which will include around 400 square feet of storage. The addition will use materials that match the existing siding and windows. Mr. Lutz attended the meeting virtually, and while Ms. Smith expressed approval, Ms. Garza raised concerns about the accuracy of non-scale drawings and requested that the addition be set back 6 to 12 inches from the façade and use different siding to distinguish it from the original structure. Ms. Workman noted that Mr. Lutz based his proposal on the commission's resource booklet, which Ms. Garza considered misleading. Mr. Curtis asked about the roofing, and Mr. Lutz stated he would replace some metal roofing sections to match the existing materials. Ms. Workman moved to approve the proposal with the condition that the addition be distinguishable from the original structure, with matching windows, a metal roofing system, and an extended porch. Ms. Tammy Hendrix seconded the motion, which passed with one dissent from Ms. Garza. Mr. Lutz thanked the Commission and left the meeting.

#### **CHDC DONATION FUND 5032.**

Mr. Joe Curtis raised the issue of ownership of the History Center Building located at 20 N. E Street and the ongoing dispute between the county and state regarding who may use or own the property. He expressed a desire to better manage the donations that are intended for the upkeep of the museum portion of the building. The Legislative Council has indicated that the responsibility for maintaining financial records related to any donations lies with the commission. Mr. Curtis explained that the commission has not previously needed a treasurer or a bank account, and they will need to find a solution for managing the funds they are responsible for in the near future. He asked if there were any questions related to this issue, but none were raised.

#### **PUBLIC COMMENT.**

Mr. Claude Senzon inquired about the possibility of adding additional buildings to a property and whether they needed to match any existing structures. He also asked if he could install a balcony if one was not previously present. Ms. Nicole Ting informed Mr. Senzon that the commissioners could not address his questions without the items being on the agenda. Mr. Curtis referred him to Ms. Smith for any further questions or requests. Commissioner Ms. Julie Workman informed the Commission about events taking place in Dayton, including a scavenger hunt at the Dayton 1865 School House. Ms. Shelley expressed excitement about the events and requested to contact the commissioner for more details.

#### **AGENDA ITEM 11, ADJOURNMENT.**

Chair Joe Curtis entertained a motion to adjourn, and the motion carried unanimously.

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**MEETING ADJOURNED: 6:15 pm**

## APPENDIX B



### STATE OF NEVADA COMSTOCK HISTORIC DISTRICT COMMISSION APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

Pursuant to Nevada Revised Statutes Section 384.160, application is hereby made to the Comstock Historic District Commission for the issuance of a Certificate of Appropriateness for proposed work as described below and on plans, drawings, or photographs accompanying this application for:

Date: 04/23/2025 Date Built: Street Parcel Number

Property Owner Storey County Phone \_\_\_\_\_

Street address B St - Right of Way Email \_\_\_\_\_

City Virginia City, NV 89440

Mailing address \_\_\_\_\_ Signature \_\_\_\_\_

Agent/Contractor Mike Northan Phone 775-230-4255

Agent Address \_\_\_\_\_ Email mnorthan@storeycounty.org

Agent Signature \_\_\_\_\_

If approved and unless otherwise noted, the Certificate of Appropriateness expires one year from the stamped approval date or upon the expiration of a Building Permit, whichever date shall be later. A one year extension may be requested, in writing, to the Comstock Historic District Office at P.O. Box 128, Virginia City, Nevada 89440. This request must be received prior to the date of expiration. All applications are subject to meeting any applicable building code requirements.

By making application, the Owner and/or Applicant hereby authorize the Commission and its agents to conduct site visits, at reasonable times, to assist in review of the application. The Commission may require additional revised or supplemental information, as necessary, during its review of an application. Except as noted, all applications are subject to public notice and hearing requirements, providing neighboring property owners and other interested parties the opportunity for comment. Attendance of the applicant or their agent/representative at a hearing is highly encouraged; failure to appear may result in denial or a continuance.

*Check all categories that apply*

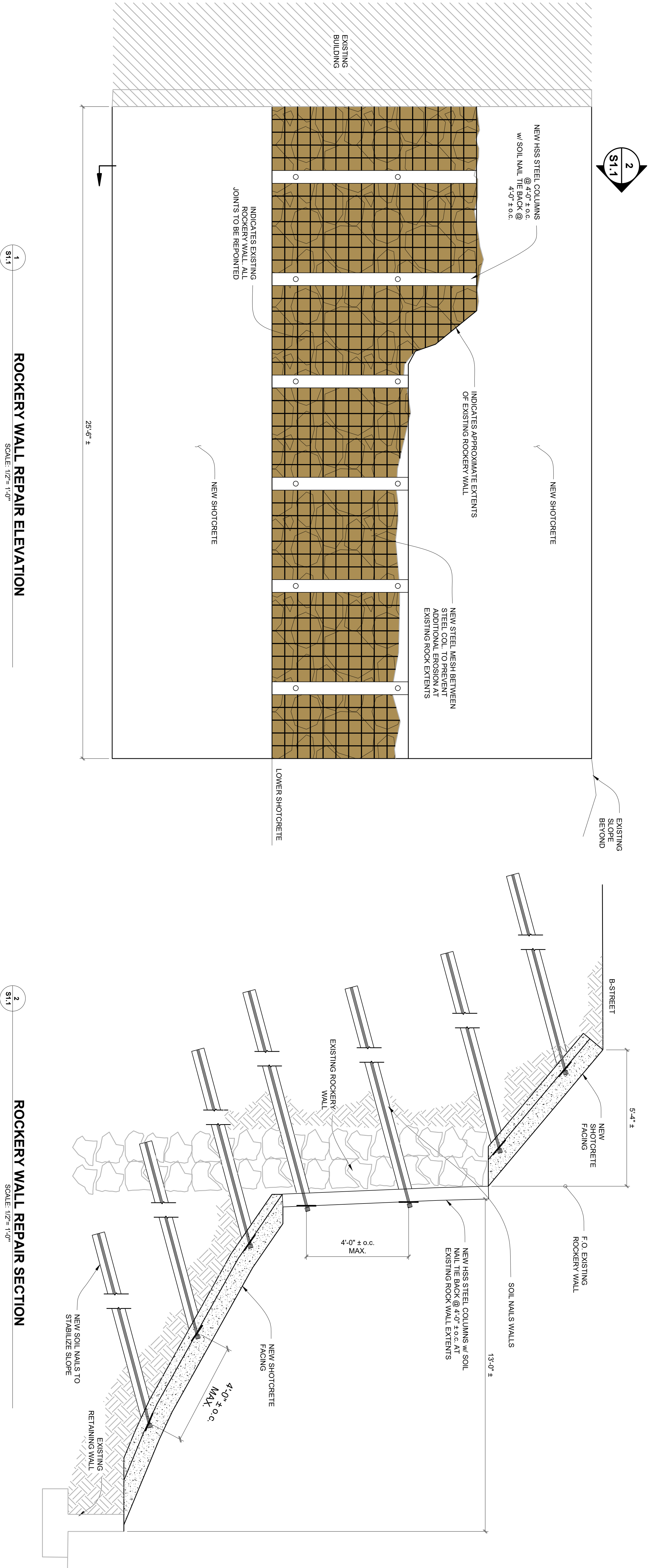
Building Construction Type of Building Project Landscape Feature Sign	<input type="checkbox"/> New Build <input type="checkbox"/> Residential <input type="checkbox"/> Roof <input type="checkbox"/> Fence <input type="checkbox"/> New Sign	<input type="checkbox"/> Repair <input type="checkbox"/> Commercial/Govt. <input type="checkbox"/> Windows/Doors <input checked="" type="checkbox"/> Wall <input type="checkbox"/> Replace Sign	<input type="checkbox"/> Alteration <input type="checkbox"/> Garage <input type="checkbox"/> Siding/Painting <input type="checkbox"/> Parking <input type="checkbox"/> Repaint Sign	<input type="checkbox"/> Addition <input type="checkbox"/> Shed or Barn <input type="checkbox"/> Solar <input type="checkbox"/> Exterior Lighting	<input type="checkbox"/> Other _____ <input type="checkbox"/> Other _____ <input type="checkbox"/> Other _____ <input checked="" type="checkbox"/> Other Road <input type="checkbox"/> Other _____
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Description of Proposed Work Stabilization of a rockery wall by means of concrete, steel, and wire mesh in a way that preserves visibility of the original rock wall face and addresses life safety concerns for the adjacent property and B Street roadway.

Received by Date <u>4/24/25</u>	For Commission use only This Certificate is hereby <input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED Date _____ Conditions of Approval _____
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APPENDIX BB



THIS IS AN OPTION FOR THE SHOTCRETE IN LIEU OF PLAIN CONCRETE

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S1.1

DECORATIVE SHOTCRETE WALL EXAMPLE

SCALE: N.T.S.



APPENDIX B





## APPENDIX C

### REVISED PROPOSED REGULATION OF THE COMSTOCK HISTORIC DISTRICT COMMISSION

LCB File No. R016-24

January 6, 2025

EXPLANATION – Matter in *italics* is new; matter in brackets ~~omitted material~~ is material to be omitted.

AUTHORITY: §§ 1-3, NRS 384.050 and 384.090; §§ 4, 11 and 13, NRS 384.090; § 5, NRS 384.080, 384.090, 384.115 and 384.190; §§ 6 and 7, NRS 384.060 and 384.090; § 8, NRS 384.090 and 384.100; § 9, NRS 384.090 and 384.110; § 10, NRS 384.090 and 384.140; § 12, NRS 384.090 and 384.190.

A REGULATION relating to the Comstock Historic District; eliminating the offices of Secretary and Treasurer of the Comstock Historic District Commission; transferring certain duties of the Treasurer to the Chair of the Commission; revising the powers and duties of the Chair and Vice Chair of the Commission; revising the qualifications of members of an architectural committee; renaming the Office Manager employed by the Commission as the District Officer; revising the duties of the District Officer; revising requirements related to meetings of the Commission; revising a map of the boundaries of the historic district; revising requirements relating to an application for a certificate of appropriateness; requiring the Commission to consider certain standards when determining whether to issue a certificate of appropriateness; revising requirements relating to a preapplication review conducted by the Commission; clarifying the powers of a county or city building inspector designated by the Commission; and providing other matters properly relating thereto.

#### **Legislative Counsel's Digest:**

Existing law creates the Comstock Historic District Commission and requires the Commission to establish a historic district in certain areas of Storey and Lyon Counties. Existing law also: (1) prescribes the procedure for the establishment of a historic district; and (2) authorizes the Commission to alter or change the boundaries of the historic district by following the same procedure as provided for the establishment of a historic district. (NRS 384.040, 384.100) Existing regulations set forth a map of the boundaries of the historic district, as originally established. (NAC 384.150) **Section 8** of this regulation revises this map in accordance with alterations or changes made to the boundaries of the historic district.

Existing law grants the Commission various powers and duties related to the preservation and protection of any historic district established by the Commission. (NRS 384.080) Existing regulations require the Commission to elect or appoint a Chair, a Vice Chair, a Secretary and a Treasurer and set forth the powers and duties of these officers. (NAC 384.020-384.080) **Section 1** of this regulation eliminates the offices of Secretary and Treasurer of the Commission. **Section**

**2** of this regulation transfers certain duties of the Treasurer to the Chair and **section 3** of this regulation authorizes the Vice Chair to perform such duties on behalf of the Chair. **Sections 2 and 13** of this regulation make conforming changes related to the elimination of these offices. Under existing regulations, the Chair of the Commission is required to supervise and control all of the business and affairs of the Commission. (NAC 384.040) **Section 2** removes this requirement.

Existing law authorizes the Commission to appoint any committees or subcommittees necessary to carry out its duties. (NRS 384.090) Existing regulations authorize the Commission to appoint an architectural committee composed of members who have expertise and background in architecture, engineering or design, particularly as it relates to the architectural design and engineering methods used between 1865 and 1880. (NAC 384.090) **Section 4** of this regulation removes the requirement that a member of the architectural subcommittee have particular experience relating to the architectural design and engineering methods used between 1865 and 1880, thereby authorizing the Commission to appoint any person who has expertise and background in architecture, engineering or design to an architectural committee.

Existing law authorizes the Commission to employ such personnel as the Commission deems necessary to carry out its duties. (NRS 384.080) Existing regulations: (1) authorize the Commission to employ an Office Manager; and (2) prescribe the duties of a person so employed. (NAC 384.110) **Section 5** of this regulation renames the Office Manager as the District Officer. **Section 5** also revises the duties of the District Officer by requiring the District Officer to perform certain duties previously performed by Secretary of the Commission.

Existing law authorizes the Commission to establish requirements related to meetings of the Commission. (NRS 384.060) Existing regulations require the Commission to meet on the first Tuesday of each month. (NAC 384.120) **Section 6** of this regulation eliminates this requirement and instead requires the Commission to hold at least one regular meeting each month unless an exception applies. **Section 6** exempts the Commission from this requirement if: (1) inclement weather or other uncontrollable circumstances make it impossible, impracticable or inadvisable for the Commission to meet; (2) a quorum of members is unable to meet; or (3) the Chair determines that there is not sufficient business to warrant meeting.

Existing regulations: (1) authorize the Commission to hold special meetings; and (2) require that written notice of any such meeting be delivered personally or sent by mail or telegram to each Commissioner. (NAC 384.120, 384.130) **Section 7** of this regulation authorizes the electronic transmission of this notice.

In general, existing law requires a person to obtain a certificate of appropriateness from the Commission before building or altering a structure within the historic district. Under existing law, an application for a certificate of appropriateness must be accompanied by such plans, specifications and other material as the Commission prescribes. (NRS 384.110) Existing regulations require each application for a certificate of appropriateness to be accompanied by drawings or plans of the proposed alterations, additions or changes. (NAC 384.160) **Section 9** of this regulation instead requires each application to be accompanied by a written description of the proposed alterations, additions or changes. **Section 9** also removes a requirement that certain applications for a certificate of appropriateness be accompanied by certain photographs. Finally, **section 9** authorizes the Commission to require an applicant to submit any additional information, documentation, drawings or photographs necessary to determine whether to issue a certificate of appropriateness to the applicant.

Existing law requires the Commission to consider certain factors in determining whether to issue a certificate of appropriateness. (NRS 384.140) **Section 10** of this regulation revises the principles that the Commission must consider when determining whether to issue a certificate of appropriateness. (NAC 384.170)

Existing regulations provide for the preapplication review of certain preliminary materials by the Commission. (NAC 384.180) **Section 11** of this regulation eliminates a requirement that certain notice be given to the Commission before a preapplication review.

Existing law prescribes the powers of a building inspector or other similar authority employed by the Commission. (NRS 384.190) Existing regulations authorize the Commission to designate a county or city building inspector to perform certain duties within the historic district. (NAC 384.190) **Section 12** of this regulation clarifies the powers granted to a county or city building inspector so designated. Finally, **section 13** eliminates the authorization for certain officers of the Commission to enter into contracts or sign checks on behalf of the Commission.

**Section 1.** NAC 384.020 is hereby amended to read as follows:

384.020 1. The officers of the Commission consist of a Chair ~~1-a~~ **and** Vice Chair, ~~1-a~~ **Secretary and a Treasurer,** as determined by the Commission.

2. The Commission may elect or appoint such other officers as it deems desirable. These officers shall perform the duties prescribed from time to time by the Commission.

3. Any two or more offices may be held by the same person, except the Office of Chair.

**Sec. 2.** NAC 384.040 is hereby amended to read as follows:

384.040 1. The Chair is the principal executive officer of the Commission. ~~and shall supervise and control all of the business and affairs of the Commission.~~

2. The Chair shall preside at all meetings of the Commission.

3. The Chair may sign, with the ~~Secretary, or any other proper officer of the Commission authorized by the Commission,~~ **Vice Chair**, any deeds, mortgages, bonds, contracts, or other instruments which the Commission has authorized to be executed, except in cases where the signing and execution is expressly delegated by the Commission, or by statute, to some other officer or agent of the Commission.



4. The Chair shall perform the duties incident to his or her office and such other duties as may be prescribed by the Commission from time to time.

*5. The Chair has charge and custody of and is responsible for all funds and securities of the Commission. The Chair shall receive and give receipts for money due and payable to the Commission from any source whatsoever and shall deposit all such money in the name of the Commission in such banks, trust companies or other depositories as are selected by the Commission.*

**Sec. 3.** NAC 384.050 is hereby amended to read as follows:

384.050 1. In the absence of the Chair, or in the event of his or her inability or refusal to act, as determined by a majority of the Commission, the Vice Chair shall perform the duties of the Chair.

2. When acting as Chair, the Vice Chair has all the powers of and is subject to all the restrictions upon the Chair.

3. The Vice Chair shall perform such other duties as from time to time may be assigned to him or her by the Chair or by the Commission.

*4. The Vice Chair may perform any of the actions described in subsection 5 of NAC 384.040 on behalf of the Chair.*

**Sec. 4.** NAC 384.090 is hereby amended to read as follows:

384.090 1. The Commission, by resolution adopted by a majority of the Commissioners, may designate one or more committees, each of which must consist of two or more Commissioners.

2. The committees, to the extent provided in the resolution, have and shall exercise the authority of the Commission and the management of the Commission; but the designation of

such committees and the delegation of authority to them does not operate to relieve the Commission or any individual Commissioner of any responsibility imposed upon the Commission or the Commissioner by law.

3. The Commission may appoint an architectural committee composed of members who have expertise and background in architecture, engineering or design . ~~[- particularly as it relates to the architectural design and engineering methods used and employed in the Comstock Era between 1865 and 1880.-]~~ This committee's purpose is to advise and consult with the Commission on applications for certificates of appropriateness, make recommendations to the Commission, and perform such other duties and functions as the Commission deems advisable. The members of this committee need not be members of the Commission.

4. Other committees not having and exercising the authority of the Commission may be designated by a resolution adopted by the Commission. Except as otherwise provided in the resolution, the members of such a committee need not be members of the Commission. The Chair shall appoint the members of the committee. Any member of the committee may be removed by the Chair whenever in his or her judgment the best interests of the Commission will be served by the removal.

**Sec. 5.** NAC 384.110 is hereby amended to read as follows:

384.110 1. The Commission may employ ~~[an Office Manager]~~ *a District Officer* to ~~[-supervise all-]~~ *carry out the powers and duties described in subsections 2 and 3.*

*2. The District Officer shall:*

*(a) Supervise:*

*(1) The office and day-to-day* ~~[-routine-]~~ *operations* of the Commission ~~[-supervise the-]~~ ;

*(2) Any personnel employed by the Commission pursuant to NRS 384.080; and*

(3) *Any* building inspectors ~~{and handle violations}~~.

~~—2. The Office Manager shall advise~~ *designated by the Commission pursuant to NAC 384.190;*

(b) *Advise* the Commission of pending business and applications ~~{and report}~~ ;

(c) *Report* violations ~~†~~

~~—3. The Office Manager shall interview~~ *of this chapter or NRS 384.010 to 384.210, inclusive, and handle any such violations in any manner required by the Commission;*

(d) *Interview* and advise applicants according to law and practice, ~~{and shall advise them}~~ *including, without limitation, advising applicants* of approved standards and details ~~†~~

~~—4. The Office Manager shall review~~ ;

(e) *Review* applications for presentation to meetings of the Commission ;

(f) *Keep the minutes of the meetings of the Commission, in one or more books provided for that purpose;*

(g) *See that all notices are given in accordance with the provisions of this chapter or as required by law;*

(h) *Be custodian of the records of the Commission, including all applications for certificates of appropriateness, and their disposition, drawings, photographs, maps, and the library of the Commission;*

(i) *Keep a register of the mailing address of each member of the Commission;* and ~~{shall perform}~~

(j) *Perform* such other duties as the Commission from time to time may assign.

3. *The District Officer may:*

*(a) Issue certificates of appropriateness on behalf of the Commission in accordance with NRS 384.115; and*

*(b) Exercise the powers granted to a building inspector or similar authority by NRS 384.190.*

**Sec. 6.** NAC 384.120 is hereby amended to read as follows:

384.120 1. ~~{Regular meetings of the Commissioners must be held}~~ *Except as otherwise provided in subsection 2, the Commission will hold a regular meeting at least once each month* at the Office of the Commission in Virginia City . ~~{on the first Tuesday of each month.}~~

*2. The requirements of subsection 1 do not apply if:*

*(a) Inclement weather or other uncontrollable circumstances make it impossible, impracticable or inadvisable for the Commission to meet;*

*(b) A quorum of members is unable to meet; or*

*(c) The Chair determines that there is not sufficient business to warrant meeting.*

~~{2.}~~ 3. Special meetings of the Commissioners may be called by or at the request of the Chair or two Commissioners. The Chair shall fix the time of the special meeting and the place of the meeting, which may be within or without the ~~{Historic District.~~  
~~—3.}~~ *historic district.*

4. If less than a majority of Commissioners are present, a majority of the Commissioners present may adjourn a meeting from time to time without further notice.

**Sec. 7.** NAC 384.130 is hereby amended to read as follows:

384.130 1. ~~{Notice}~~ *Written notice* of a special meeting of the Commission must be given at least 7 days before the meeting . ~~{, by written}~~ *The* notice ~~{delivered}~~ *must be:*

*(a) Delivered* personally ~~{, or sent}~~ *to each Commissioner;*

(b) *Sent* by *regular* mail ~~for telegram~~ to each Commissioner, at his or her address as shown on the records of the Commission ~~H~~ ; *or*

(c) *Transmitted by electronic mail.*

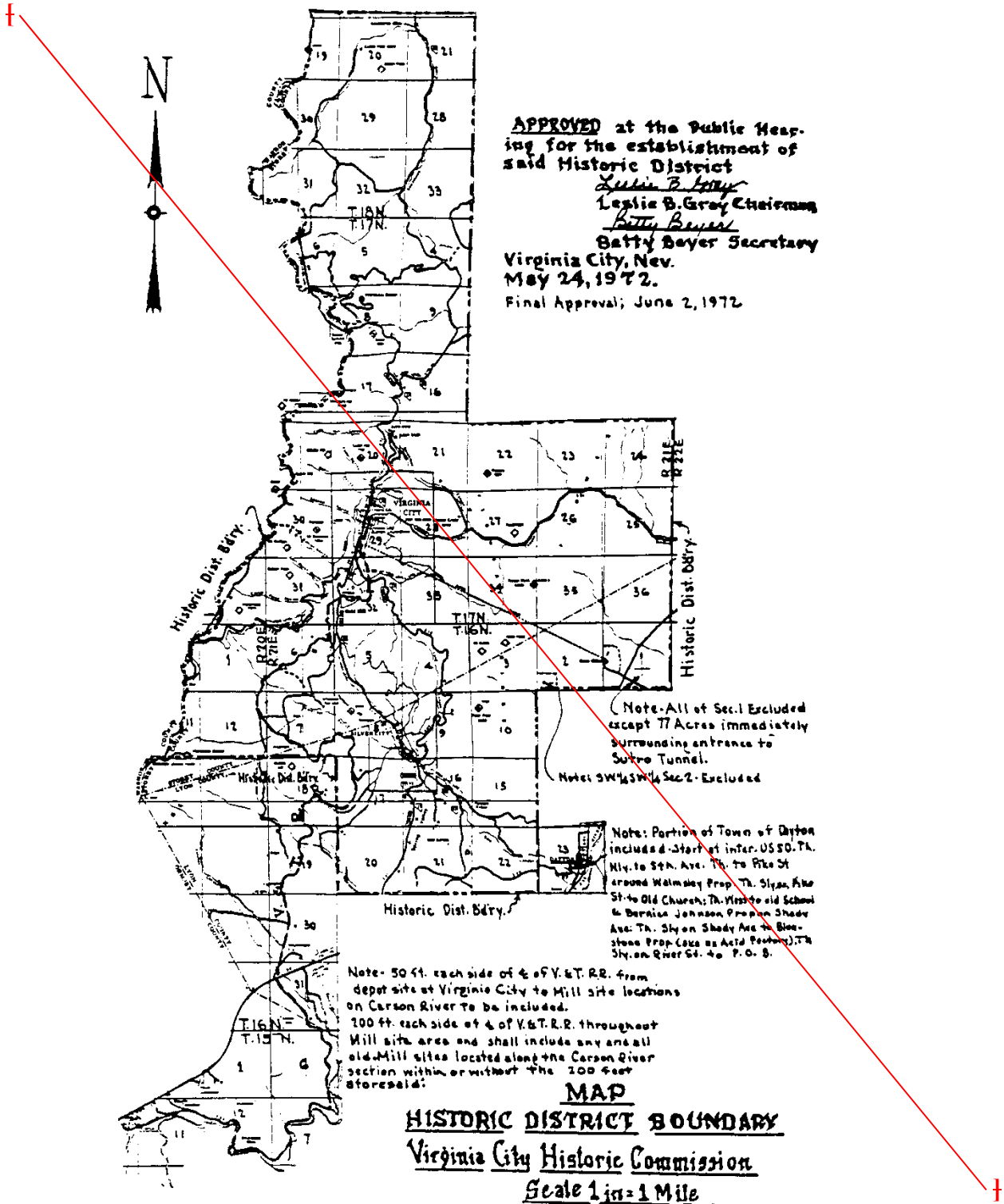
2. Any Commissioner may waive notice of any meeting.

3. A Commissioner's attendance at a meeting constitutes a waiver of notice, except where the Commissioner attends for the express purpose of objecting to the transaction of business because it was not lawfully called.

4. The general nature of the business to be transacted at the special meeting must be set forth in the notice.

**Sec. 8.** NAC 384.150 is hereby amended to read as follows:

384.150





**APPROVED** at the Public Hearing for the establishment of said Historic District

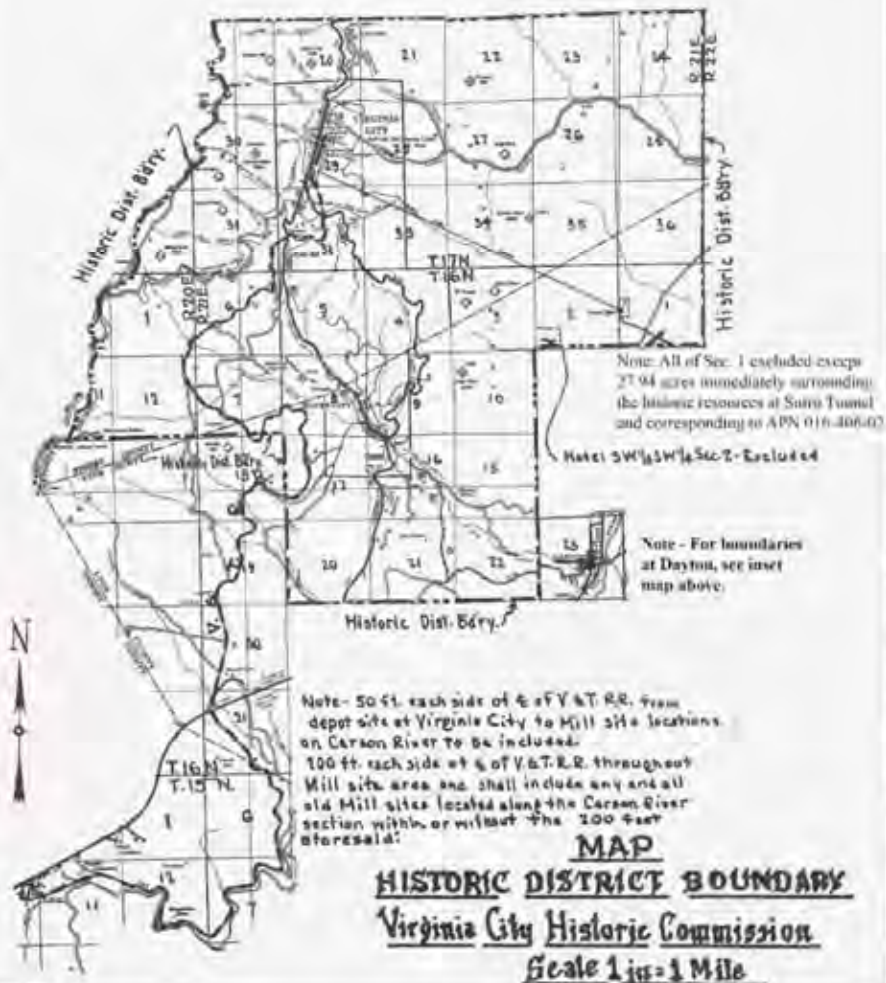
*Leslie B. Gray*  
Leslie B. Gray, Chairman  
*Betty Beyer*  
Betty Beyer, Secretary

Virginia City, Nev.

May 24, 1972.

Final Approval, June 2, 1972

Map Revised 2024



**Sec. 9.** NAC 384.160 is hereby amended to read as follows:

384.160 1. The Commission will prepare and make available applications for certificates of appropriateness to applicants desiring to erect, reconstruct, alter, restore, move or demolish any structure within the ~~{District,}~~ *historic district*, and may establish a reasonable fee to cover the cost of processing an application.

2. The Commission may issue guidelines or bulletins and instruction sheets from time to time setting forth the general policies of the Commission, design criteria, projects or work that may be undertaken without a certificate of appropriateness, and such other information and data which the Commission deems necessary to better inform and assist applicants in submitting their applications for such certificates. *The guidelines, bulletins or instruction sheets issued pursuant to this subsection may include, without limitation, specific information concerning requirements related to exterior signage within the historic district.*

3. All applications for certificates of appropriateness must be filed with the Office of the Commission and must remain a part of its records.

4. Every application must be accompanied by *a written description of the proposed alteration, additions or changes and may include, without limitation*, drawings or plans of the proposed alteration, additions or changes, ~~{and for new construction of buildings or property use,}~~ signed by the person, architect, or draftsman who prepared them. ~~{As used in this subsection, "drawing" means plans and exterior elevation drawn to scale with sufficient detail to show, so far as they relate to exterior appearances, the architectural design of buildings, including proposed materials, textures and colors, including samples of materials or color samples, and the plot plan or site lay-out, including all improvements affecting appearances, such as walls, walks, terraces, planting, accessory buildings, signs, lights and other elements.}~~



5. *The Commission may require an applicant to submit any additional information, documentation, drawings or photographs necessary to make a determination regarding the application.*

6. In the case of an application to alter or add to a structure within the ~~{District,}~~ *historic district*, the application ~~{must}~~ *may* be accompanied by legible photographs of all sides of the structure. In the case of applications for demolition of structures, the applicant shall submit legible photographs of all sides of the ~~{building}~~ *structure* under consideration and photographs showing contiguous properties. In the case of an application to construct a new building in the ~~{District,}~~ *historic district*, the application ~~{must}~~ *may* be accompanied by legible photographs of the adjoining properties. *In accordance with subsection 5, the Commission may require an applicant to submit any photographs described in this subsection.*

7. *As used in this section, “drawing” means plans and exterior elevation drawn to scale with sufficient detail to show, so far as they relate to exterior appearances, the architectural design of buildings, including proposed materials, textures and colors, including samples of materials or color samples, and the plot plan or site layout, including all improvements affecting appearances, such as walls, walks, terraces, planting, accessory buildings, signs, lights and other elements.*

**Sec. 10.** NAC 384.170 is hereby amended to read as follows:

384.170 ~~{1. Preservation is the first responsibility of}~~ *In addition to considering the factors set forth in NRS 384.140, in passing upon the appropriateness of an application pursuant to NRS 384.115 or 384.130, the Commission ~~{, and preservation is preferred}~~ will give consideration to ~~{restoration,}~~ :*

1. *The Secretary of the Interior's Standards for the Treatment of Historic Properties set forth in 36 C.F.R. Part 68;*

2. *The following principles:*

(a) Architectural integrity ~~{is}~~, *authenticity and retention of historic building materials are* preferable to ~~{synthetic style}~~.

~~—3.—Change~~ *substitute building materials and conjectural changes.*

(b) *Alterations* should be ~~{considered}~~ in ~~{relation to}~~ *keeping with* the ~~{remainder}~~ *character* of the ~~{building}~~ *structure* and ~~{its neighboring structures}~~.

~~—4.—Change~~ *the historic district.*

(c) *Rehabilitating or restoring a structure* to ~~{authentic}~~ *its historic appearance* is desirable.

~~{5.}~~ (d) In ~~{all}~~ *planning* new ~~{building plans,}~~ *construction within the historic district*, extreme care should be observed. ~~{Each new building should be worthy of the area and a pride to the neighborhood. Since all}~~ *All* new construction ~~{aims to capitalize on the merits of the historic background of the District, it}~~ should ~~{also}~~ contribute ~~{its share of}~~ *to the* quality, character and desirability ~~{}~~ *of the historic district. All new construction should be compatible with the historic character of the historic district and should not detract from the integrity of the historic district.*

~~{6.}~~ (e) Economic consideration should have little effect on the Commission's judgment insofar as permitting cheaper means of construction, decoration, and ~~{fabrication}~~.

~~—7.—Imitations~~ *building material selection.*

(f) *Direct imitation* of ~~{old}~~ *historic* styles ~~{and fake architecture are}~~ *is* not desirable. It is more important that new construction be in scale with older structures and ~~{not detrimental}~~ *be*

*differentiated from them in order* to ~~{buildings with historic and architectural worth.}~~ *not lend a false sense of history.*

**Sec. 11.** NAC 384.180 is hereby amended to read as follows:

384.180 ~~{1.}~~ Prior to a preparation of working drawings or calling for proposals or bids from contractors, prospective property developers, owners or agents may prepare preliminary ~~{scale}~~ drawings, ~~{and outlines.}~~ specifications, including color samples for outside work ~~{}~~ and photographs for review and informal discussion with the Commission. The purpose of this review is to acquaint the developer, owner or agent with the standards of appropriateness of design that are required of his or her proposed development.

~~{2. Preapplication review does not require formal application but does require notice to be given to the Commission at least 10 days before the date of the meeting in which the preliminary drawings are to be discussed.}~~

**Sec. 12.** NAC 384.190 is hereby amended to read as follows:

384.190 1. The Commission may designate any county or city building inspector within the ~~{District}~~ *historic district* to investigate, inspect and examine any structure, place or area within the ~~{District in accordance with NRS 384.190.}~~ *historic district.*

2. ~~{When a certificate of appropriateness is granted.}~~ *Upon request,* a *county or city* building inspector ~~{may be authorized by the Commission to make}~~ *designated pursuant to subsection 1 may:*

(a) *Make* periodic inspections ~~{and make}~~ *of a structure, place or area within the historic district;*

(b) *Provide* progress reports to the Commission ~~{}~~

~~—3. The inspector may also be requested to report any} ; and~~

(c) *Report* violations of chapter 384 of NRS to the Commission and other appropriate authorities.

*3. Except as otherwise provided in this section, a county or city building inspector designated by the Commission pursuant to subsection 1 does not have the authority granted to a building inspector or similar authority by NRS 384.190.*

**Sec. 13.** NAC 384.060, 384.070 and 384.080 are hereby repealed.

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## TEXT OF REPEALED SECTIONS

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### **384.060 Duties of Treasurer.**

1. If required by the Commission, the Treasurer shall give a bond for the faithful discharge of his or her duties in such sum and with such surety or sureties as the Commission determines.

2. The Treasurer has charge and custody of and is responsible for all funds and securities of the Commission. The Treasurer shall receive and give receipts for money due and payable to the Commission from any source whatsoever and, in accordance with subsection 3 of NAC 384.080, shall deposit all such money in the name of the Commission in such banks, trust companies, or other depositories as are selected by the Commission.

3. The Treasurer shall perform all the duties incident to his or her office and such other duties as from time to time may be assigned to him or her by the Chair.

**384.070 Duties of Secretary.** The Secretary shall:

1. Keep the minutes of the meetings of the Commission, in one or more books provided for that purpose;
2. See that all notices are given in accordance with the provisions of this chapter or as required by law;
3. Be custodian of the Commission's records, including all applications for certificates of appropriateness, and their disposition, drawings, photographs, maps, and the Commission's library;
4. Keep and maintain a card index system, as required by statute, and keep a register of the mailing address of each member of the Commission which must be furnished to the Secretary by the Commission; and
5. Perform all duties incident to his or her office and such other duties as from time to time may be assigned to him or her by the Chair or by the Commission.

**384.080 Contracts, checks, deposits.**

1. The Chair and Secretary may enter into any contract or execute and deliver any instrument in the name of and on behalf of the Commission.
2. All checks, drafts, or orders for the payment of money, notes, or other evidences of indebtedness issued in the name of the Commission must be signed by the Treasurer and countersigned by the Chair or Vice Chair of the Commission.
3. All money of the Commission must be deposited from time to time to the credit of the Commission, in such banks, trust companies, or other depositories as the Commission may select. The Commission may also purchase time certificates of deposit.