

MINUTES OF THE COMSTOCK HISTORIC DISTRICT COMMISSION

Date:

Wednesday, January 11, 2023 2:00pm
Special Public Meeting

Place: The Comstock Historic District Commission (CHDC) meeting is open to the public and may be attended via the Zoom link, by phone, or in person at the Comstock History Center Meeting Room, located at 20 N E Street, Virginia City, Nevada.

1. Call to order

2:09pm, Chair Curtis

2. Roll Call

Present: Cassinelli, Cleaves, Curtis, Dillon, Mitchell, Sturtz, Workman. (*administrative correction, 2/31/23*)

Not present: De La Garza, Lyon County position open

Additional: Anthony Walsh/State Legal Advisor, State Historic Preservation Officer/Rebecca Palmer, three remote members of the public

3. Public Comment

None at this time

4. Administrative Items (For Possible Action)

Discussion of recruitment process for new Inspector Clerk

Discussion of existing office hours for the building:

Approval of hours as presented: Monday-Friday 7am-1:30pm and Wednesday-Saturday 10-4pm

Motion: Workman/Cassinelli

Vote: Unanimous in favor

5. Staff Summary of status of recruitment efforts for inspector/administrator.

Rebecca Palmer provided the board with a summary of recruitment efforts.

6. Discussion and decision for the interim review of applications for certificate of appropriateness. (For Possible Action)

It was suggested that existing staff with support from Chair Curtis and Commissioner de la Garza, would continue to process simple certificate of appropriateness requests. More complex requests would be handled by the commission board at regularly scheduled meetings, with input from SHPO staff if needed.

Public Comment

Kathy Canfield, Storey County building department, had questions about designated contact and submittals which were answered.

Honey Menefee, Storey County Community Relations, had questions regarding the submission of County Public Works requests, which were addressed.

The Chair called for the question:

Proposed that existing staff, with support from Chair Curtis and commissioner de la Garza, would continue to process simple certificate of appropriateness requests. More complex requests would be handled by the commission board at regularly scheduled meetings with SHPO staff being available for consultation if needed.

Motion: Cassinelli/Cleaves

Vote: Unanimous

7. Commissioner Comments:

Mitchell discussed the difficulties with recruiting for the new inspector. Rebecca Palmer provided a summary of activities, processes, and an overview of the state's approach. The board was willing to refer any potential candidates to Rebecca Palmer.

8. Adjournment (For Possible Action)

Motion: Workman/Cassinelli.

Vote: Unanimous in favor

Adjourned: 3:23pm

Respectfully submitted,

Candace Wheeler
Administrative Assistant

Approved by,

Joe Curtis
Chair

This is a synopsis of the meeting. A recording is available at the CHDC office.