



**Stewart Facility**  
**5500 Snyder Avenue, Carson City, NV 89701**

**Request for Permission to Undertake Structural or Visual Alterations**

In accord with the requirements set forth in existing covenants,  
State of Nevada Public Works Division (name of agency) is requesting written permission to  
undertake visual or structural alterations as described below:

**Building Number and Name: Building 19, Bakery and Post Office**

**Building's Date of Construction: 1925**

**Supplementary Information:**

Please indicate if you have submitted the following—

- ☒ Written description of proposed work (*required; see second page*)
- ☒ Photographs of existing conditions (*required*)
- ☒ Sketches, plans, or architectural drawings depicting the proposed work
- ☒ Sketch or site plan of project location
- ☐ Specs of materials to be used
- ☒ Historic photographs depicting past condition or design
- ☐ Other

**Request Submitted by:**

**Marc N. Burgess**

*Print name*

Marc N. Burgess  
Marc N. Burgess (Nov 20, 2023 09:14 PST)

*Signature*

**Nov 20, 2023**

**Agency - SPWD**

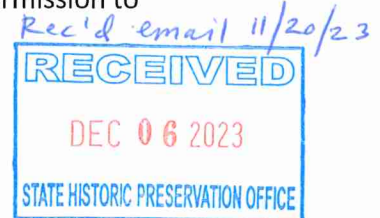
**Title – Project Manager**

**Email address – [marchburgess@admin.nv.gov](mailto:marchburgess@admin.nv.gov)**

**Phone number – (775) 684-4127**

**Date of Request: 11/20/2023**

Please allow up to 14 business days for this form to be processed. Proposed work must not begin until this form has been reviewed and approved by both the State Historic Preservation Office and the Nevada Indian Commission. In some cases, coordination with State Lands is also necessary. Per NRS 321.003, a state agency must also submit a Certification Request to the Nevada Division of State Lands before constructing a building or making other permanent improvements to state lands. This includes ground disturbance for site work and utilities. If your project requires a State



UT 2022-7353  
(35070)

Mortar  
testing  
submittal  
only

No ground  
disturbance.

**Stewart Indian School Complex**

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Lands Certification, you will find the instructions on the Division of State Lands website under "Forms."

<http://www.lands.nv.gov/>

To expedite your project, the SHPO recommends coordinating with SHPO and State Lands concurrently.

Please submit request form and supplementary materials to the State Historic Preservation Office, 901 S. Stewart St., Ste. 5004, Carson City, NV 89701-5248 or by email to [rlpalmer@shpo.nv.gov](mailto:rlpalmer@shpo.nv.gov).

**REQUEST APPROVED BY:**

SHPO - Robin Reed 3/11/23  
Print and sign name Deputy SHPO Date

Nevada Indian Commission - Stacey Montooth 3/11/24  
Print and sign name Date

\* Nevada Division of State Lands - \_\_\_\_\_  
Print and sign name Date

\* (If required)

**Description of Proposed Work:**

Please provide a thorough written description of the proposed work, including—

- Location on building
- Approximate size of area affected
- Existing conditions
- Materials to be used
- Proposed methods (must follow the [Secretary of the Interior's Standards](#))

(Use as many pages as needed)

This is a supplemental request no. 2 prior application 19-C16 "Renovation of Collection Storage Building 19 (Stewart Facility)". State Public Works Division (SPWD) is requesting Nevada State Historic Preservation Office (SHPO) to approve four (4) mortar samples to be taken of the existing masonry historic mortar of Building 19 at the Stewart Facility. Mortar testing will allow the



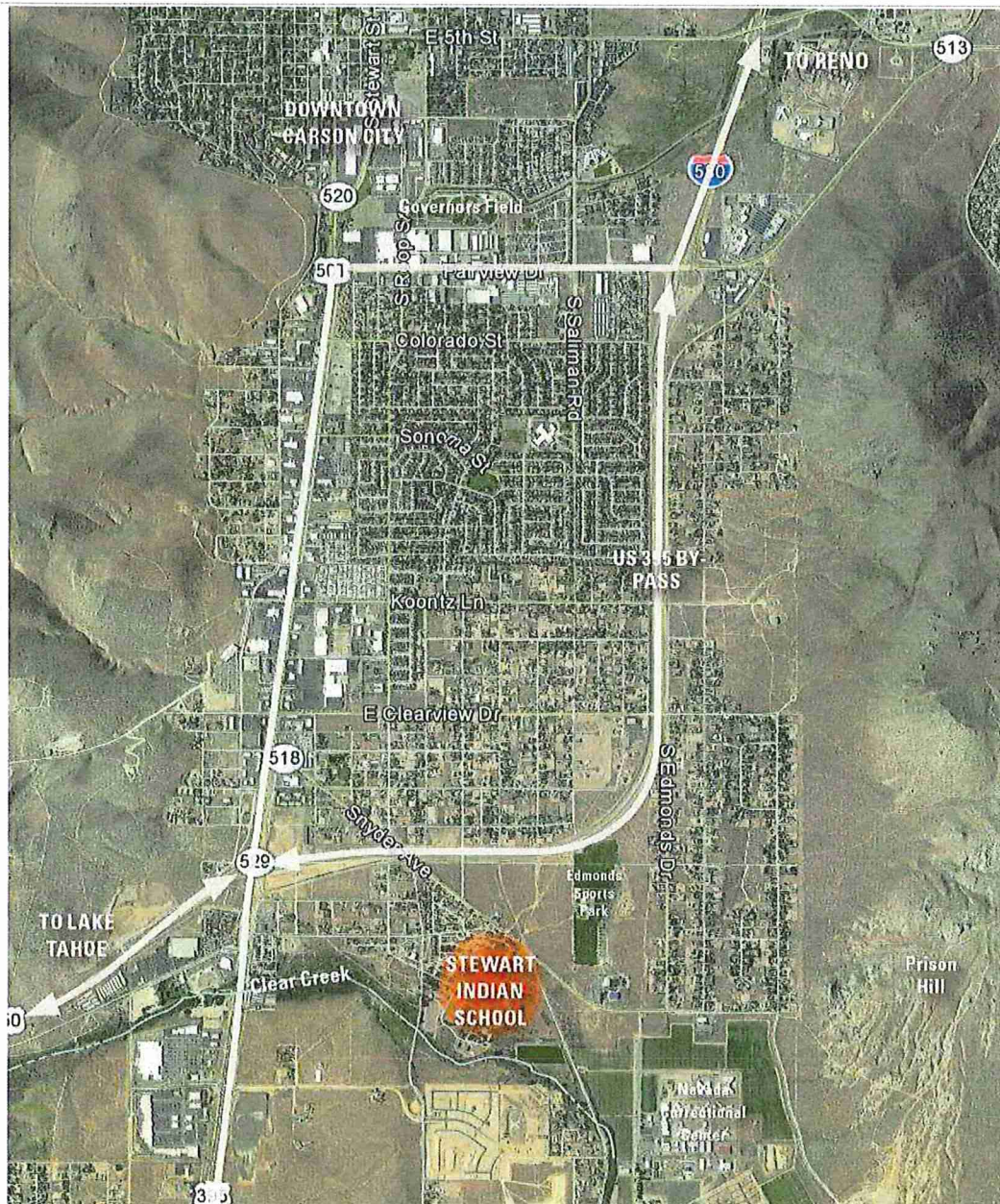
## *Stewart Indian School Complex*

### *Request for Permission to Undertake Structural or Visual Alterations*

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design team to confirm the composition of the historic mortar and develop specifications for new mortar and pointing. The four (4) mortar samples shall be spread throughout the east elevation of the building.

#### **Location of Building:**





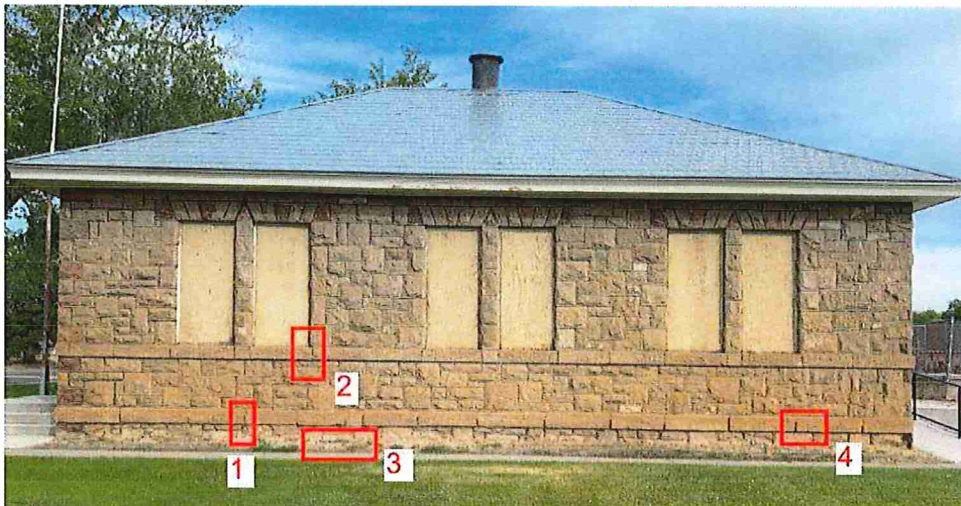
**Stewart Indian School Complex**

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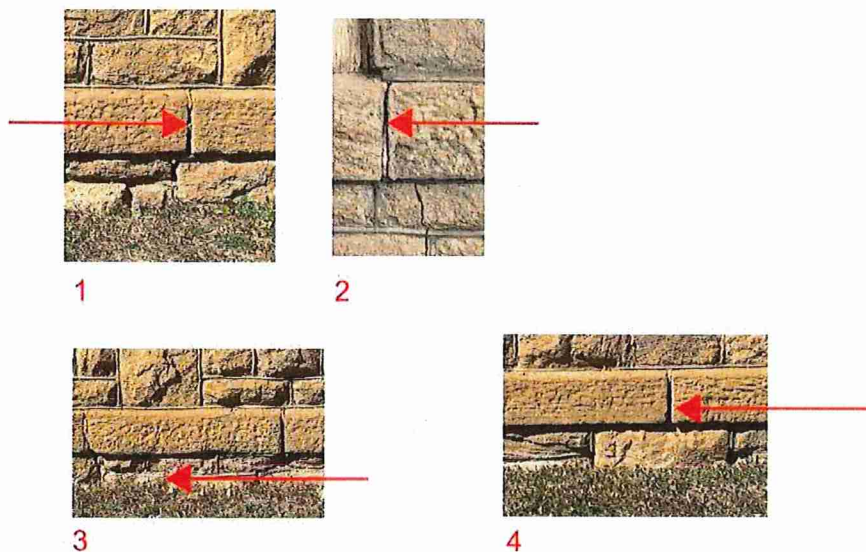
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Approximate size of area affected:

Four (4) mortar samples. Proposed mortar sample locations are shown below, exact location of work to be performed shall be coordinated with SHPO to limit impact to the building.



East Elevation



Mortar Sample Locations  
10/16/23

***Stewart Indian School Complex***

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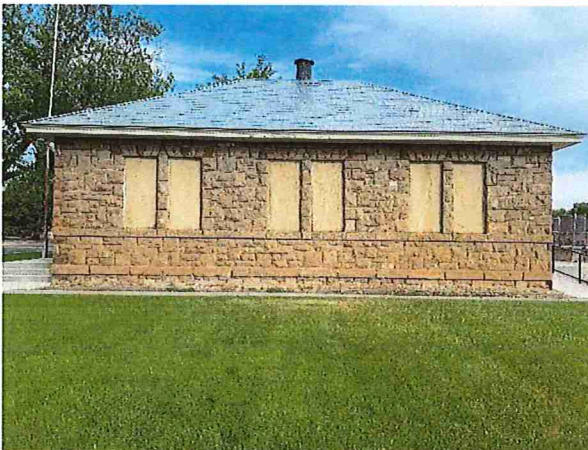
**Existing Conditions (pictures):**



**North Elevation**



**South Elevation**



**East Elevation**



**West Elevation**



**Existing Historic Mortar**



**Materials to be used:**

N/A

**Proposed Method:**

Four (4) mortar samples measuring 2" x 2" x 6-1/2" or 2" x 2" x 2" to be taken of existing historic mortar. Samples shall be tested for composition.

- Moisture
- Dry density
- Voids
- Salt content
- Subjective Hardness Evaluation (if strength test could not be performed)
- Estimation of lime/ Portland cement content
- Lime to sand or cement to sand estimated ratio by dry volume
- Aggregate gradation
- Aggregate color

Samples that are 50 grams or more, provide more accurate results. When samples are 20-grams or less, the results provided are considered estimates.

Project 19-C16 shall include in scope of work repairing sampled locations.