



State of Nevada
Department of Conservation and Natural Resources
Joe Lombardo, *Governor*
James A. Settelmeyer, *Director*
Arthur Krupicz, *Administrator*
Joseph Curtis, *Chair*

APPENDIX A

MINUTES OF THE COMSTOCK HISTORIC DISTRICT COMMISSION

DATE: Tuesday, October 7, 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

PLEDGE OF ALLEGIANCE. The Pledge was recited.

COMMISSIONER ROLL CALL. Quorum was achieved.

Clay Mitchell – Present

Nancy Cleaves – Present

Julie Workman – Present

David Bates – Absent

Calvin Dillon – Present

Tammy Hendrix – Present

Joe Curtis – Present

Mercedes de la Garza – Absent

District Officer, Shelley Smith – Present

Nicole Ting, DAG – Present

OPENING PUBLIC COMMENT.

Comstock Historic District Commission (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.

ADMINISTRATIVE ITEMS.

The agenda was corrected on the following items: the Pledge of Allegiance was added to the agenda. Julie Workman moved to approve the changes, and Nancy Cleaves seconded the motion.

- I. Chair Report- Joe Curtis began his report by commenting on the use of RVs, trailers, shipping

containers, and other items within the district that do not follow the design guidelines and may not

comply with state law. He reports any potential violations to the District Officer but believes the ongoing issues warrant future discussion. Nicole Ting advised that the District is limited to issuing Certificates of Appropriateness but stated she would conduct further research on the matter. Clay Mitchell suggested holding a future meeting or workshop that includes individuals who have violated applicable guidelines, in order to establish a proper procedure for handling such occurrences in the future.

- II. Staff Notes- Staff notes were sent to the Commissioners via email. Shelley Smith reported that she has been, and will continue, working with Storey and Lyon Counties to streamline the application process and simplify the steps for public use, as there is currently some confusion. The new equipment is still in process of being installed and expected to be completed shortly. In addition she is working on a new project with the local 4th grade class. The lesson plan is to teach students how to research improve their understanding of architectural details and planning, and build gingerbread houses. The project will be on display throughout the upcoming holiday season.

A concerned public comment was made regarding a new residential housing development near the Sutro Tunnel District boundaries. Ms. Smith explained that she has worked with the developers, who may encroach on the District boundaries. However, when the property was sold, the buyers were not informed that it was within the District. She has since ensured that both Lyon and Storey Counties have updated maps of the District to prevent such oversights in the future. The planned development would affect only a very small area, and she suggested a construction easement as a solution

She also wished to give Mercedes de la Garza compliments on her work in the rehabilitation of the St. Paul's Episcopal Church and commended the work completed.

- III. Correspondence - Clay Mitchell reported that more research and steps are being taken for Storey County to manage the Comstock Historic District Commission and keep the board local.

Tammy Hendrix made comment that she agreed with Joe Curtis' earlier thoughts on RVs and trailers within the Comstock and agreed on stronger penalties for public compliance.

APPROVAL OF THE JULY 1ST, 2025 MEETING MINUTES.

Calvin Dillon moved to approve, Tammy Hendrix seconded. The July meeting minutes were approved unanimously.

ITEM 1; REVISED PROPOSED REGULATION OF THE COMSTOCK HISTORIC DISTRICT COMMISSION, LCB FILE NO. R016-24.

The new proposed regulations were reviewed by the board and approved in their entirety. Mrs. Julie Workman complimented the revisions and felt that they had included everything the subcommittee had requested. Clay Mitchell moved to approve and adopted the new permanent regulations, and Julie Workman seconded. The motion was moved unanimously.

CLOSING PUBLIC COMMENT.

Claude Sendon complimented the new screens installed in the conference room. Joe Curtis thanked him. Calvin Dillion thanked Joe Curtis for installing them.

Arthur Krupicz mentioned that he will soon send a State Historic Preservation Office Representative to join the Commission Board in future meetings. Mr. Curtis thanked him and said he looks forward to the addition and the inclusive input the State's representative will bring.

ADJOURNMENT.

Karen motioned to adjourn, and Calvin Dillon seconded the motion.

MEETING ADJOURNED: 5:48 pm

Minutes taken by Calvin Dillon as the District Admin Asst was absent, however it was recorded for record.

Minutes submitted by Calvin Dillon, reviewed by Chair Joe Curtis.

