



STAFF REPORT

Report To: Board of Supervisors

Meeting Date: February 17, 2022

Staff Contact: Heather Ferris, Planning Manager

Agenda Title: For Possible Action: Discussion and possible action regarding the Historic Resources Commission Annual Report for 2021. (Heather Ferris, hferris@carson.org)

Staff Summary: The Historic Resources Commission (“HRC”) Policy and Procedures Manual requires the HRC to submit an annual report to the Board of Supervisors, including information about cases reviewed by the HRC, administrative reviews and information regarding other historic preservation activities.

Agenda Action: Formal Action / Motion

Time Requested: 10 minutes

Proposed Motion

I move to accept the annual report.

Board's Strategic Goal

Quality of Life

Previous Action

Approved by HRC at its meeting of January 13, 2022, by a vote of 7-0.

Background/Issues & Analysis

Please see attached Annual Report for additional information.

Applicable Statute, Code, Policy, Rule or Regulation

CCMC Chapter 18.06; HRC Bylaws

Financial Information

Is there a fiscal impact? No

If yes, account name/number:

Is it currently budgeted?

Explanation of Fiscal Impact:

Alternatives

Refer the annual report back to the HRC for additional information and/or revisions.

Attachments:

[HRC-2021-0466 Annual Report.docx](#)

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)



108 E. Proctor Street
Carson City, Nevada 89701
(775) 887-2180
Hearing Impaired: 711

MEMORANDUM

Board of Supervisors February 17, 2022

TO: Board of Supervisors

FROM: Heather Ferris, Planning Manager

SUBJECT: 2021 Historic Resources Commission Annual Report

Background:

The Historic Resource Commission (“HRC”) bylaws require the HRC to submit an annual report to the Board of Supervisors, including information about cases reviewed by the HRC, administrative reviews, and information regarding other historic preservation activities. The purpose of this item is to present the report to the Board for approval.

HRC Annual Report:

The Carson City HRC (formerly known as the Historic Architecture Review Committee) was established in May 1981. The HRC evolved from a cultural resources inventory that was undertaken to document the remaining historic structures within Carson City. This resource inventory, completed in March 1980, also recommended the formation of two historic preservation districts within Carson City.

In May 1982, the Board of Supervisors created Carson City’s Historic District on the City’s west side with support from the Nevada Landmarks Society, the Nevada Division of Historic Preservation and Archeology, the Westside Protective Association and the Carson City Chamber of Commerce.

The seven member HRC includes building, design, and preservation professionals familiar with the challenges of maintaining historic properties, as well as the federal guidelines which provide guidance for preservation. Property owners within the Historic District are also represented on the HRC.

In 2021, the HRC held seven meetings and reviewed 45 applications, 24 of which were administratively approved by the HRC Chairman. This is up from the 39 applications reviewed in 2020. The administrative approvals included re-roofing projects, fencing projects, signs and minor maintenance projects in the Historic District. The HRC reviewed five requests for an Open Space Tax Deferral, and six Section 106 Reviews. A Section 106 review is required when a project receives federal funding or is subject to federal permitting. As part of the Section 106 review, the applicants are required to consult with parties, including Certified Local Governments, to identify property that may be affected by the project, if such properties are eligible for listing on the National Register of Historic Places, if the properties will be adversely impacted, and how the impacts should be resolved. No decisions of the HRC were appealed to the Board.

Historic Preservation Awards

Each year Carson City recognizes significant historic preservation accomplishments to celebrate our community's history and heritage. All over the state, activities are held that remind us of the important historic resources that give meaning and a sense of place to our communities and focus attention on how critical it is to make sure they are preserved. The annual preservation awards program honors individuals, organizations, or projects that have made important contributions toward preserving Carson City's heritage. This award recognizes excellence in advancing the goals of historic preservation while providing outstanding rehabilitation. The recipients are selected by the HRC.

On March 11, 2021, the HRC selected the Carson City Culture and Tourism Authority along with Silver State Industries and Carson City Public Works for providing interpretive plaques along the Kit Carson Trail.

Historic Resource Scavenger Hunt

The HRC and the Planning Division organized the twelfth annual Historic Resources Scavenger Hunt in May 2021 to help raise awareness of the Historic District, and to encourage the community become involved in the City's history and preservation efforts. The focus was on building foundations found in the historic district and in the downtown commercial core. HRC members researched the historic information about the community, and clues were given to "hunters" so they could learn about the cultural history of Carson City. The winner was selected from the participants with all correct answers. Fox Brew Pub graciously sponsored the award for the event.

Historic Preservation Fund ("HPF") Grant Program

Staff has been awaiting information from the Nevada State Historic Preservation Office ("SHPO") regarding the acceptance of applications for the 2022 conference. The application window has not yet opened.

Upcoming Work Programs

As the HRC reviews applications, it identifies opportunities to clarify the development standards to better describe the City's policies in the Historic District. Recent changes to the fence standards have been successful and property owners are utilizing appropriate materials. Staff is currently working on modifications to Carson City Municipal Code Title 18 and will incorporate any necessary changes to the development standards through that process.