



STAFF REPORT

Report To: Board of Supervisors **Meeting Date:** February 16, 2023

Staff Contact: Heather Ferris, Planning Manager

Agenda Title: For Possible Action: Discussion and possible action regarding the Historic Resources Commission Annual Report for 2022. (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

January 12, 2023 (Item 5D): The HRC approved the Historic Resources Commission Annual Report for 2022 by a vote of 4 – 0, 2 absent, 1 vacant.

Background/Issues & Analysis

Please see the attached Annual Report for additional information.

Applicable Statute, Code, Policy, Rule or Regulation

CCMC Chapter 18.06 and 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 provide alternative direction to staff.

Attachments:

[HRC-2023-0003 Annual Report-MEMO final.docx](#)

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)



108 E. Proctor Street
Carson City, Nevada 89701
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Hearing Impaired: 711

MEMORANDUM

Board of Supervisors February 16, 2023

TO: Board of Supervisors

FROM: Heather Ferris, Planning Manager

SUBJECT: Historic Resources Commission Annual Report for 2022.

Background:

The Historic Resource Commission (“HRC”) bylaws require the HRC to submit an annual report to the Board of Supervisors (“Board”), 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 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 2022, the HRC held five meetings and reviewed 40 applications, 27 of which were administratively approved by the HRC Chairman. This is down from the 45 applications reviewed in 2021. The administrative approvals included re-roofing projects, fencing projects, signs and minor maintenance projects in the Historic District and the HRC reviewed two requests for an Open Space Tax Deferral. 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 10, 2022, the HRC selected Nevada Builders Alliance for their work in restoring the Bank Saloon located at 418 S. Carson Street.

Historic Resource Scavenger Hunt

The HRC and the Planning Division of the Carson City Community Development Department organized the thirteenth annual Historic Resources Scavenger Hunt in May 2022 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 identifying the unique element that reflect the architectural styles of the period from 1868 to 1900. 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 had hoped to be able to attend the biennial conference of the National Alliance of Preservation Commissions', however, grant awards for travel were significantly delayed which prevented staff and the Commission from making reservations for flights and lodging.

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. Currently staff does not have the capacity to proactively take on any modifications to development standards.

Commissioner Hayes

Commissioner Gregory Hayes served for three terms on the HRC until his death in November 2022. The Commission would like to take this opportunity to recognize his dedicated service to the Community.