



Carson City Planning Division

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MEMORANDUM

Historic Resource Commission meeting of September 12, 2019

TO: Historic Resource Commission **Item F-3**

FROM: Hope Sullivan, AICP
Planning Manager

DATE: September 4, 2019

SUBJECT: **HRC-19-134:** – For Possible Action: Discussion and possible action regarding an updated agreement between the Nevada State Historic Preservation Office and Carson City regarding the Certified Local Government Program (CLG). (Hope Sullivan, hsullivan@carson.org)

In 1987, the City entered into an agreement with the State Historic Preservation Officer (SHPO) regarding the basic requirements of the Certified Local Government Program. SHPO is seeking to update the agreement.

In reviewing the draft agreement, the only additional responsibility that Carson City will be obligated to meet that it does not already meet is to have a member of the Commission and the CLG representative attend a local government training each fiscal year.

SHPO has requested that the draft agreement be reviewed by HRC.

Attachment
July 15, 2019 email from Jim Bertolini with attachments

From: Jim Bertolini [\[mailto:jbertolini@shpo.nv.gov\]](mailto:jbertolini@shpo.nv.gov)
Sent: Monday, July 15, 2019 3:57 PM
To: Hope Sullivan
Cc: Rebecca Palmer
Subject: New CLG Agreement - Carson City

This message originated outside of Carson City's email system. Use caution if this message contains attachments, links, or requests for information.

Hope,

Attached please find a blank version of the CLG Agreement for signature under Nevada's new CLG program. As discussed previously, the Nevada SHPO has been in the process of revising and improving the State's CLG program in consultation with the National Park Service and Nevada's local government network (mostly in 2018). Under the new procedures, this includes the signing of the new CLG Agreements by existing CLGs. I've attached a scan of the original CLG Agreement for the Carson City for reference if necessary. As noted previously, we tried to avoid the requirement for existing CLGs to alter existing laws or regulations. The only anticipated new requirement for the Carson City will be an annual training requirement for the City's CLG Representative (yourself at the moment) and at least one commissioner. The CLG Handbook available on the SHPO website (<http://shpo.nv.gov/clg>) includes guidance on what can constitute a training.

After review by your historic preservation commission and others as necessary, please have the appropriate official (mayor, city manager, or other representative) sign the attached form and return it to our office for Rebecca Palmer's (the SHPO's) signature. You'll receive a copy of the fully executed Agreement once it's complete. Please have the original copy of the signed Agreement transmitted to our office no later than **March 15, 2020**. Just so you're aware, under CLG guidelines, if we don't receive the new CLG Agreement by that time, we may be forced to begin the decertification process.

If you have questions, you're welcome to send them my direction prior to this Thursday (7/18). After that point, please use Rebecca Palmer as your point of contact until further notice. Thanks!

Jim Bertolini
Historian - National Register Coordinator / Certified Local Governments
Nevada State Historic Preservation Office
Department of Conservation and Natural Resources
901 South Stewart Street, Suite 5004
(O): 775-684-3436 | (F) 775-684-3442
jbertolini@shpo.nv.gov



AN AGREEMENT REGARDING THE
HISTORIC PRESERVATION CERTIFIED LOCAL GOVERNMENT PROGRAM

1 WHEREAS, the Nevada State Historic Preservation Officer (SHPO) has deter-
2 mined that Carson City, a local government in the State of
3 Nevada, meets the basic requirements for the Certified Local Government Program
4 as provided by the National Historic Preservation Amendments of 1980 (P.L. 96-
5 515) and further defined by the "Guidelines for Implementation of Certified
6 Local Government Programs in Nevada" (see Attachment A), and Carson City
7 _____ has made formal application testifying to the
8 fact that it meets the basic requirements to be certified under the Certified
9 Local Government Program.

10 NOW, THEREFORE, the SHPO certifies the local government, and the SHPO and
11 Carson City agree to the following conditions:

12 A. The local government agrees to do the following:

1. To enforce State and local legislation for the designation and protection of historic properties as required in the Guidelines.
2. To maintain an adequate and qualified historic preservation review commission established by State or local law as required in the Guidelines.
3. To maintain a system for the survey and inventory of historic properties as required in the Guidelines.
4. To provide for adequate public participation in local historic preservation programs, including the process of recommending properties for nomination to the National Register of Historic Places as required in the Guidelines.
5. To satisfactorily perform all responsibilities delegated to it under the Act (P.L. 96-515) as required in the Guidelines.
6. To supply the SHPO with a list and accompanying maps and surveys of the areas already designated as historic districts or of individual designated sites, to supply the SHPO with on-going information for all future surveys and designations within sixty (60) days of such designation, to supply the SHPO with a copy of the local historic preservation law or district ordinance, and to supply the SHPO with resumes of each of the

members of the historic preservation review commission, including, where appropriate, credentials or documentation of member expertise in fields related to historic preservation.

7. To adhere to all requirements of The National Register Programs Manual when dealing with Historic Preservation Fund grants and to all the grants management requirements outlined in the Guidelines.
8. To adhere to any requirements mandated by Congress pertaining to the Historic Preservation Fund.
9. To comply with all other conditions outlined in the Guidelines.

B. The SHPO agrees to the following:

1. To conduct annual reviews and audits of the certified local government as required in the Guidelines.
2. To make available to Carson City at least ten percent (10%) of Nevada's Historic Preservation Fund apportionment on a competitive basis with other certified local governments.
3. To provide assistance to the certified local government regarding historic preservation and grants management as required.
4. To comply with all other conditions outlined in the Guidelines.

Execution of this Agreement evidences that the SHPO and Carson

22 City _____ agree to the terms as described above. This Agreement,
23 if found lacking, can be rejected by National Park Service within fifteen (15)
24 days of receipt. If this occurs, certification is withdrawn. Carson

25 City _____ understands that decertification can occur if the local
26 government requests it or ceases to meet any of the conditions of this Agree-
27 ment.

28 DEPARTMENT OF CONSERVATION AND
NATURAL RESOURCES
29 Division of Historic Preservation
and Archeology

LOCAL GOVERNMENT

Don Hammer
Author, *Hammer*

Handwritten signature

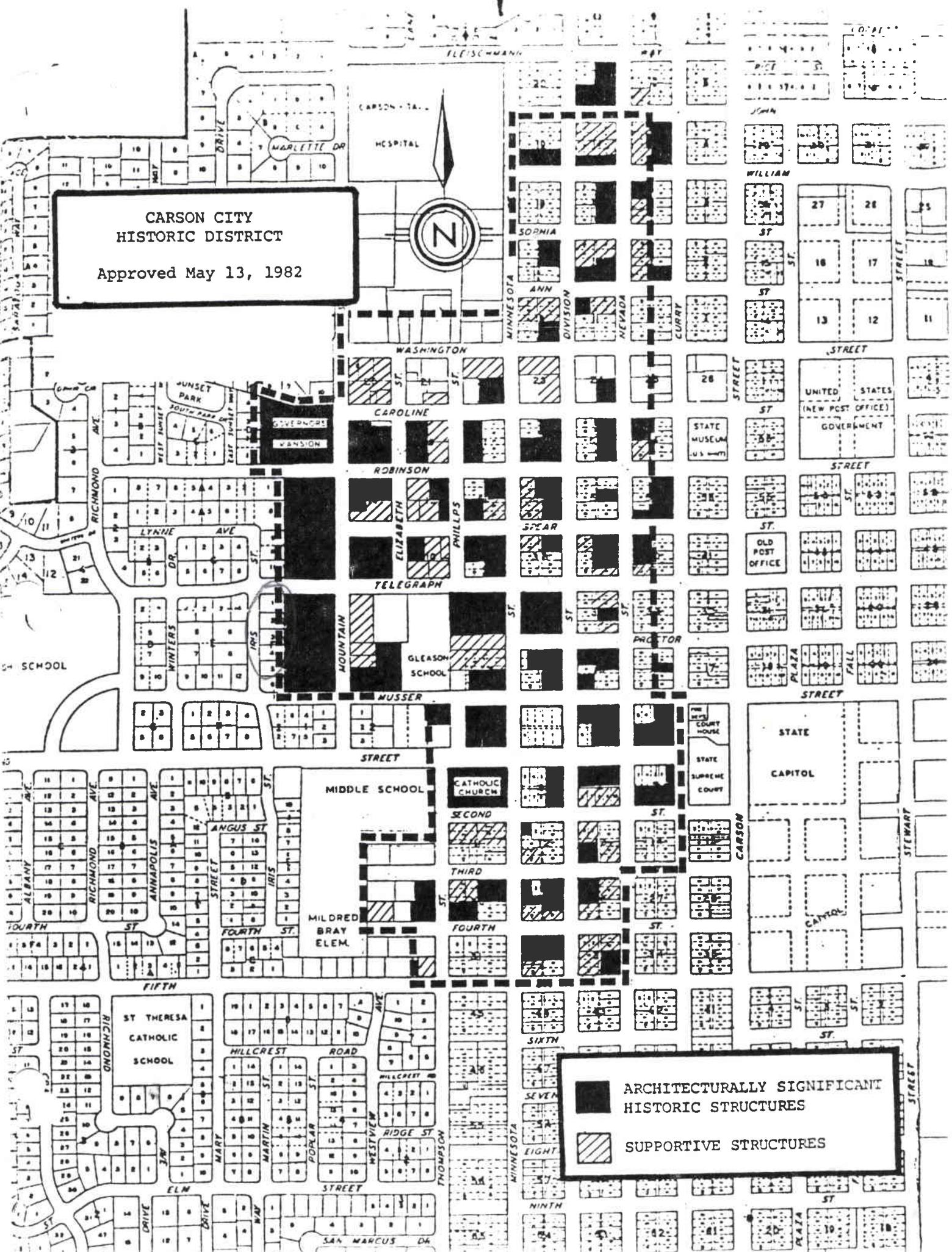
Name/Title (please type or print)

March 18, 1987

31 Roland D. Westergaard
32 ROLAND D. WESTERGARD
State Historic Preservation Office

CARSON CITY
HISTORIC DISTRICT

Approved May 13, 1982



CERTIFICATE OF LOCAL GOVERNMENT APPLICATION CHECKLIST

Town/County/Municipality: Carson City State: Nevada
 Date Submitted to State: 3/30/87 (complete) Date Approved by State: 3/30/87

- 1) Applicant has authority to enforce acceptable legislation for the designation and protection of historic properties:
- 2) Applicant has established an historic preservation review commission consisting of 7 members:
 There are 5 professional members
 There are 2 lay members
- 3) We have confirmed that all commission members have a demonstrated interest, competence, or knowledge in historic preservation:
- 4) We have verified that professional members of the commission have been appointed to the extent available in the community, and we have reviewed resumes that document professional qualifications are acceptable under 36 CFR 61, Appendix A.:
- 5) The role and responsibilities of the Local Government have been specified in detail in the enclosed agreement.
 - a) Includes 4 basic responsibilities only:
 1. Enforcing State or local legislation for the designation and protection of historic and archeological resources.
 2. Maintaining a system for the survey and inventory of historic properties.
 3. Providing for adequate public participation in the historic preservation program.
 4. Reviewing National Register nominations through a qualified local commission.
 - b) Includes basic responsibilities and additional responsibilities
 1. available to all CLG's in our State (list):
 - a. NA
 - b.
 - c.
 2. specific to this CLG (list):
 - a. NA
 - b.
 - c.
- 5) Orientation/training sessions for the local commission will be held on June 15, 1987
- 6) Other information relevant to this application:

NA

AN AGREEMENT REGARDING THE HISTORIC PRESERVATION CERTIFIED LOCAL GOVERNMENT PROGRAM

WHEREAS the Nevada State Historic Preservation Officer (SHPO) has determined that Carson City _____, a local government in the State of Nevada, meets the basic requirements for the Certified Local Government Program as provided by the National Historic Preservation Amendments of 1980 (P.L. 96-515) and 36 CFR 61.6, programmatic guidance from the National Park Service, and further defined by the *Nevada Certified Local Government Handbook* (the Handbook).

WHEAREAS Carson City has made formal application testifying to the fact that it meets the basic requirements to be certified under the Certified Local Government Program.

NOW, THEREFORE, the SHPO certifies that the local government meets the requirements for certification, and the SHPO and Carson City agree to the following conditions:

A. Carson City agrees to do the following:

1. To pass and implement a local ordinance consistent with 36 CFR 61.6, Nevada Revised Statutes (NRS) Chapters 278, 383, and 384, and other applicable federal and state regulations and guidelines pertaining to historic preservation, and as clarified in the Handbook.
2. To designate a representative from the local government to serve as the point of contact between the SHPO and the local government.
3. To provide for adequate public participation in local historic preservation programs, consistent with 36 CFR 61, other federal regulations and program guidance, NRS 241, and the Handbook.
4. To maintain an adequate and qualified historic preservation commission established by State or local law as required in the Handbook. Said commission shall include no less than five (5) members. A minimum of one (1) appointed commissioner will meet the *Secretary of the Interior's Professional Qualifications Standards* in a preservation-related field, as defined in the Handbook, unless alternatives have been agreed to by the undersigned. The commission will hold no less than four (4) meetings (with quorum established) per state fiscal year.
5. That at least one (1) commissioner from the local government's historic preservation commission, and the certified local government's representative as established in item 2 above, shall attend a training event related to historic preservation once per state fiscal year, as outlined in the Handbook.
6. To maintain a system for the survey and inventory of historic properties as required under 36 CFR 61.6 and clarified in the Handbook.
7. To utilize the *Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation*, including the *Standards for Treatment of Historic Properties*, in historic preservation activities, including review of alterations to properties designated as historic by the local government.
8. To supply to the SHPO, on an annual basis at minimum, documentation on updates to the local program, including new commissioners, new historic designations, changes to local ordinances or procedures, etc.

9. To maintain a partnership with the Nevada SHPO and the National Park Service under the statutes, regulations, and guidelines that govern the Certified Local Government Program, including the Nevada CLG Handbook.

B. The SHPO agrees to the following:

1. To conduct periodic reviews and audits of the certified local government at least once every four (4) years.
2. To make available, on a competitive basis with other certified local governments, at least ten percent (10%) of Nevada's Historic Preservation Fund apportionment each federal fiscal year, and additional funding as available and/or required under the Historic Preservation Fund program.
3. To comply with all other conditions outlined in 36 CFR 61.6 and the Handbook.

Execution of this Agreement evidences that the SHPO and Carson City agree to the terms as described above. This Agreement, if found lacking, can be rejected by National Park Service within fifteen (15) days of receipt. If this occurs, certification is withdrawn.

Carson City understands that decertification can occur if the local government requests it or ceases to meet any of the conditions of this Agreement.

DEPARTMENT OF CONSERVATION
AND NATURAL RESOURCES
State Historic Preservation Office

Carson City

Authorized Signature

State Historic Preservation Officer

Name & Title (please type or print)

Date: _____

Date: _____