Douglas County

Genoa Historic District Commission
Public Meeting Notice and Agenda

Wednesday, March 18, 2026 | **4:30 PM** | **Genoa Town Meeting Room, 2289 Main Street, Genoa, NV 89411**

Written public comment:
To offer public comment before the meeting, members of the public may submit public comments by email to Andrea Pawling at apawling@douglasnv.us. Please make sure to state your name, item number and position on the item.

All written public comments that are received prior to 4:00 PM the day before the meeting will be compiled and added as supplemental material for the Genoa Historic District Commission and the public to review prior to the meeting.

Public comment during the meeting:
In person: Members of the public may attend the meeting in person.

Members of the public may call the Community Development Department at 775-782-6200 to obtain help making public comment prior to the meeting.

Members of the public may request an electronic copy of the agenda or the supporting materials by contacting Andrea Pawling at 775-782-6210 or by email apawling@douglasnv.us. Electronic copies of the agenda and supporting materials are also available at the following websites:

State of Nevada Public Notices website: https://notice.nv.gov/
Douglas County Meeting website: https://douglascountynv.granicus.com/ViewPublisher.php?view_id=1

A copy of the finalized public notice and agenda is posted at the Minden Inn at 1594 Esmeralda Avenue, Minden, Nevada, and the Genoa Town Office at 2289 Main Street, Genoa, Nevada 89411.

It is the intent of the Genoa Historic District Commission to protect the dignity of citizens who wish to comment before the Commission. It is also the members' wish to provide the citizens of Douglas County with an environment that upholds the highest professional standards. Citizens should have the ability to freely comment on items and/or projects that are brought before the Commission for action without interference.

Notice to Persons with Disabilities: Members of the public who are disabled or require special assistance or accommodations are requested to notify the Community Development Department in writing at P.O. Box 218, Minden, Nevada 89423 or by calling 782-6200 at least 20 hours in advance.

DOUGLAS COUNTY GENOA HISTORIC DISTRICT COMMISSION

FINAL AGENDA

March 18, 2026

CALL TO ORDER

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT (No Action)
Public comment is limited to three minutes per speaker unless additional time is granted by the Chairperson.

At this time, public comment will be taken on items that are within the jurisdiction and control of the Genoa Historic District Commission.

APPROVAL OF AGENDA
For possible action. Approval of the proposed agenda. The Genoa Historic District Commission reserves the right to take items in a different order to accomplish business in the most efficent manner, to combine two or more agenda items for consideration, and to remove items from the agenda or delay discussion relating to items on the agenda.

APPROVAL OF PREVIOUS MINUTES

For possible action. Discussion to approve the draft minutes of the January 20, 2026, meeting of the Genoa Historic District Commission.

ADMINISTRATIVE AGENDA
The Chairperson will read the agenda title into the public record and will have the discretion to determine how the item will be presented. Agenda items may be considered ahead of or after the schedule indicated by this agenda.

For presentation only. Presentation from Douglas County Code Enforcement regarding code enforcement processes and procedures, and providing an overview of code enforcement cases in Douglas County and Genoa during the 2025 calendar year. (Ernie Strehlow, Code Enforcement and VHR Program Manager)

For possible action. Discussion to approve a Certificate of Appropriateness application submitted by the Town of Genoa for the installation of two temporary signs for the Genoa Town Hall rehabilitation project. The signs are required by the Commission for Cultural Centers and the Historic Preservation Grant process. The signs will be located on the porch railing in front of the Genoa Town Hall at 2287 Main Street, Genoa, Nevada. (Jody Brunz, Genoa Town Manager)

For possible action. Discussion to approve a Certificate of Appropriateness application submitted by the Town of Genoa for the Construction and installation of a 6-foot fence for a storage and maintenance yard at the Genoa Town Park. The storage and maintenance yard will be located at the southern end of the Genoa Town Park at 2285 Genoa Street, Genoa, Nevada. (Jody Brunz, Genoa Town Manager)

For presentation only. Announcements, reports, and updates from the Genoa Historic District Commission on issues affecting the Genoa Historic District, and general discussion of future meeting dates, times, and agenda items. (GHDC Chairperson)

CLOSING PUBLIC COMMENT (No Action)
At this time, public comment will be taken on those items that are within the jurisdiction and control of the Genoa Historic Distirct Committee.

ADJOURNMENT

GENOA HISTORIC DISTRICT COMMISSION AGENDA ITEM
COVER PAGE

MEETING DATE: March 18, 2026

TIME REQUIRED:

AGENDA: **APPROVAL OF PREVIOUS MINUTES**

TITLE:
For possible action. Discussion to approve the draft minutes of the January 20, 2026, meeting of the Genoa Historic District Commission.

RECOMMENDED MOTION:
Approve the draft minutes of the January 20, 2026, meeting of the Genoa Historic District Commission.

FINANCIAL IMPACT:
None.

BACKGROUND:
None.

ATTACHMENTS:
GENOA HISTORIC DISTRICT COMMISSION MEETING MINUTES (01.20.26)- DRAFT.pdf

Genoa Historic District Commission

P.O. Box 101. Genoa, NV 89411

GENOA HISTORIC DISTRICT COMMISSION MEETING – January 20, 2026

The meeting was called to order at 4:30 pm by Chairperson Denise Huiner.

Location: Genoa Town Meeting Room, 2289 Main St., Genoa NV 89411
Members present: Denise Huiner, Marian Vassar, Maggie Tracey, Rick Myers & Molly Dahl
Members absent: None
County representatives present: Jody Brunz, Town of Genoa Manager, Gordon Pasley, Town of Genoa Board, Andrea Pawling, Community Development, A.J. Hames, District Attorney's Office.

The Pledge of Allegiance to The Flag was recited.

Opening Public Comment:

- **None.**

Approval of Agenda:
Motion: Marian moved to approve the agenda. Maggie seconded.
Approved; Motion Carried, 5 Ayes-0 Nays-0 Absent

Approval of Previous Minutes of the September 16, 2025, meeting:
Motion: Maggie moved to approve the minutes of September 16, 2025, as discussed. Rick seconded.
Approved; Motion Carried, 5 Ayes-0 Nays-0 Absent

Administrative Agenda:

1. For possible action. Discussion to elect a Chair and Vice-Chair for the Genoa Historic District Commission, pursuant to Title 2 of the Douglas County Code, Section 2.28.020. (Andrea Pawling, Community Development)

   Motion: Marian moved to elect Chair, Denise Huiner and Vice Chair, Molly Dahl. Maggie seconded.
   Approved; Motion Carried, 5 Ayes-0 Nays-0 Absent

2. For possible action. Discussion to accept the 2025 Annual Report of the Genoa Historic District Commission. (Andrea Pawling, Community Development)

   Discussion: Nine meetings were held in 2025, including the informational gathering in June at the museum to which all business owners and proprietors were invited, as well as interested residents. She discussed strategic goals and listed 3 possible items: community engagement and education; public workshops; collaborative and outreach to Town Manager, GTB and businesses. Rick asked about complaints filed and Andrea stated there were several which had been dealt with, and one still active. They are a matter of public record if an individual wishes to have that information. GHDC members thanked her for doing a wonderful job in preparing this report.

   Motion: Maggie moved to approve the 2025 Annual Report and Molly seconded. **Approved; Motion Carried, 5 Ayes-0 Nays-0 Absent**

3. For presentation only. Announcements, reports, and updates from the Genoa Historic District Commission on issues affecting the Genoa Historic District, and general discussion of future meeting dates, times, and agenda items. (GHDC Chairperson)

   Maggie discussed historic and informative records given to her by Doug Southland, an original member of the GHDC and participant in establishing the Historic District. She has articles and documents detailing the activities and actions of the formative years of GHDC. Denise will take them home at this time. Other board members expressed a desire to review them. Marian stated that she also has several documents and meeting minutes from 1974 until the late '80s. There was lengthy discussion about how these documents can be preserved and available for future boards and other interested people to have access to them. It is imperative to find a "safe" place for these documents. Possibly at the museum. After further discussion, it was decided to house all the historic documents at the Town of Genoa office. Molly mentioned utilizing this documentation as research to go back and look through. Scanning of these documents was discussed so they can be held digitally in a location others can access them, both at the Genoa Town Office and at Community Development. Further discussion may be required.

   Marian referenced Chapter 20.680 in the County Code referring to the GHDC Overlay, specifically 20.680.035 and 20.680.050 to support that GHDC has oversight and an obligation over signage or other display items in/on glass windows or doors that are placed on the inside of the building changing the streetscape ambience. A.J. explained that we as individuals could file a complaint with Code enforcement if we see something that we feel should have come before GHDC. It was stated that we did not have the right to tell anyone what they could or could not put in their windows, which would be

correct if the property was not zoned Neighborhood/Commercial and not in Genoa Historic District. There was a lengthy discussion with input from Andrea and A.J. This was not an action item so it was agreed that this should come back for further discussion and clarification with possible action to change verbiage in the Code.

Rick suggested that our goals should include reviewing our policies and ordinances.

It was suggested that we invite someone from Code Enforcement to attend one of our meetings to talk about their role and to answer questions we might have. This was discussed to be brought back at the next meeting.

Also discussed follow-up with Genoa businesses after the June event and planning another event in 2026 were discussed.

Closing Public Comment:

- Gordon Pasley recommended reevaluating the Codes pertaining to the Genoa Historic District every 3-4 years.
- Dylan Kerr wondered whether it would be helpful to request Public Records pertinent to GHDC prior to our meetings.

The next meeting was scheduled for Tuesday, February 17, 2026, at 4:30pm, in the Town Meeting Room.

Adjournment:
Molly moved to adjourn the meeting; Maggie seconded.
Approved; Motion Carried, 5 Ayes-0 Nays-0 Absent

Adjournment of the meeting at 5:36pm.

Respectfully Submitted,

Marian E. Vassar

Marian E. Vassar

DRAFT

GENOA HISTORIC DISTRICT COMMISSION AGENDA ITEM
COVER PAGE

MEETING DATE: March 18, 2026

TIME REQUIRED:

AGENDA: **ADMINISTRATIVE AGENDA**

TITLE:
For presentation only. Presentation from Douglas County Code Enforcement regarding code enforcement processes and procedures, and providing an overview of code enforcement cases in Douglas County and Genoa during the 2025 calendar year. (Ernie Strehlow, Code Enforcement and VHR Program Manager)

RECOMMENDED MOTION:
For presentation only.

FINANCIAL IMPACT:
There is no fiscal impact for the Genoa Historic District Commission.

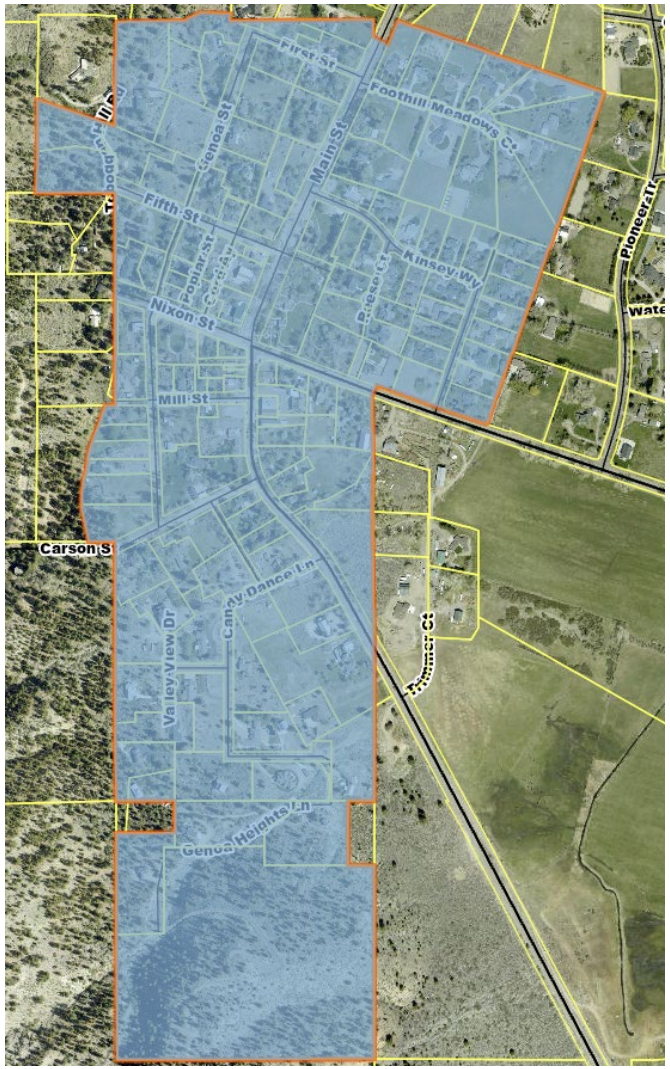
BACKGROUND:
During a Genoa Historic District Commission (GHDC) Meeting on January 20th, 2026, the commission requested a Code Enforcement presentation and a general overview of the process at an upcoming GHDC meeting. The Code Enforcement team will be presenting a general overview of the code enforcement process, including the investigative steps Code Enforcement takes after receiving a complaint. The team will also provide an overview of code enforcement cases in the Douglas County area and Genoa. This is an opportunity for the Genoa Historic District Commission to ask general questions and receive clarification on Code Compliance. There will be no action taken on this presentation.

ATTACHMENTS:
Genoa Code Enforcement Presentation (02.17.26).pdf
20.680 - Zoning District and Standards - Genoa Historic (GH) Overlay.pdf

Town of Genoa

Code Enforcement





Metric	Detail
Altitude	4,806 feet
Oldest Bar	Genoa Bar (Est. 1853)
Distance	25 mins from Lake Tahoe / 1 hour from Reno
Pop Culture	Scenes from the movie *Misery* (1990) were filmed here.

Quick Facts

About

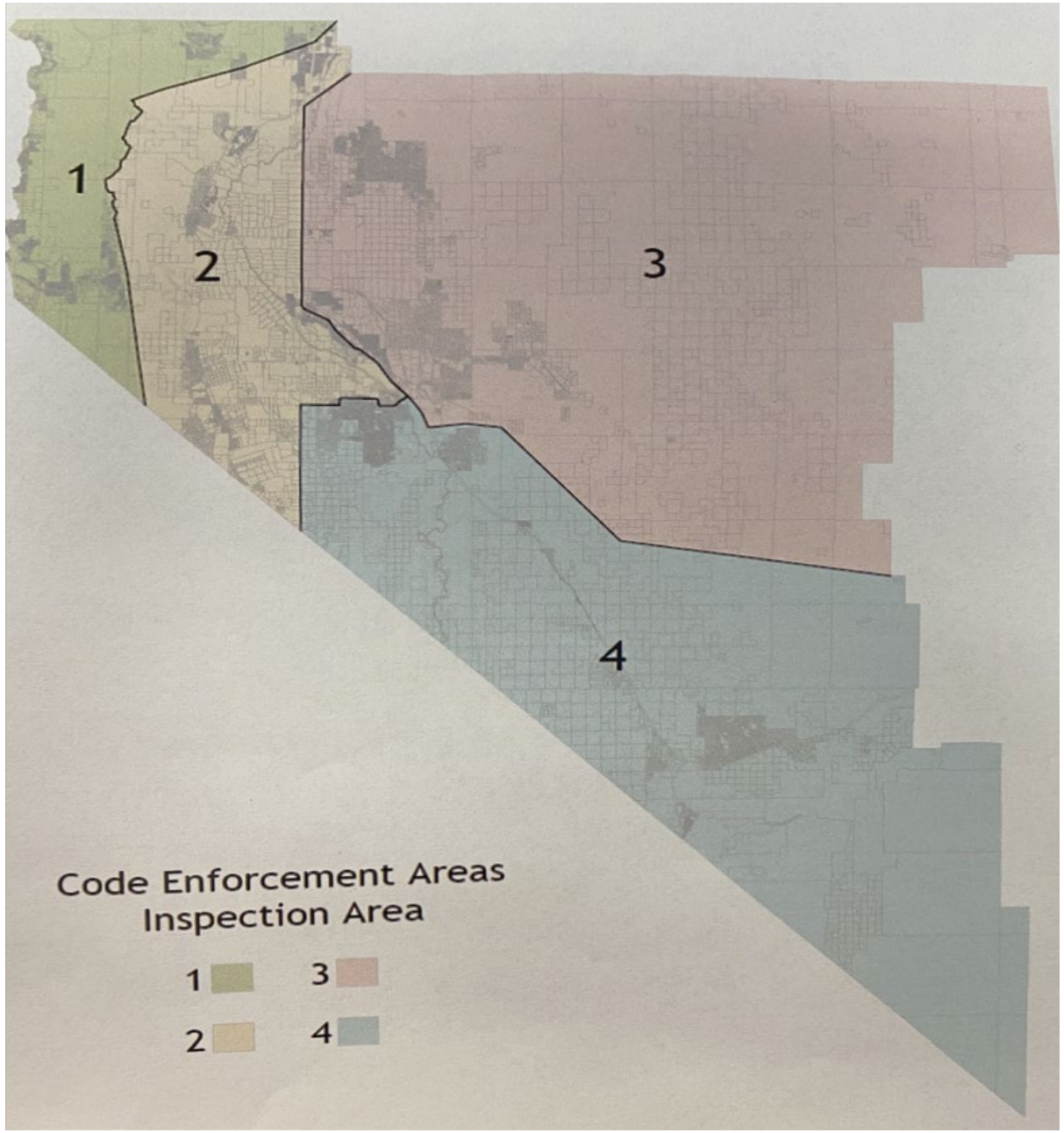
- What does the code say about Code Enforcement?
  - Any person who erects, constructs, reconstructs, alters, repairs, converts, or maintains any building, structure, or sign, or part thereof, in violation of this Title, and any person who uses any building, structure, or land in violation of this Title, and any person causing a public nuisance or having a public nuisance on their property, shall be subject to penalties and enforcement action in accordance with this Chapter.

What does this all mean? Let's go through the presentation and see how this answers this question.

Code Enforcement

- **Let's talk about what Code Enforcement is and what does it do for the communities we live in.**
  - **Douglas County has four Code Enforcement Positions.**
    - They have varied experience from retired Sheriff to relocated appraisers, to Code Enforcement in other jurisdictions.
    - They are collocated in Minden, Elks Point in Tahoe, and soon in the Ranchos.

  All Code Officers are trained in Zoning and Property Maintenance through the American Association of Code Enforcement – a nationally recognized organization and are certified through ICC (International Code Council). They must maintain the appropriate CEUs to maintain certifications.

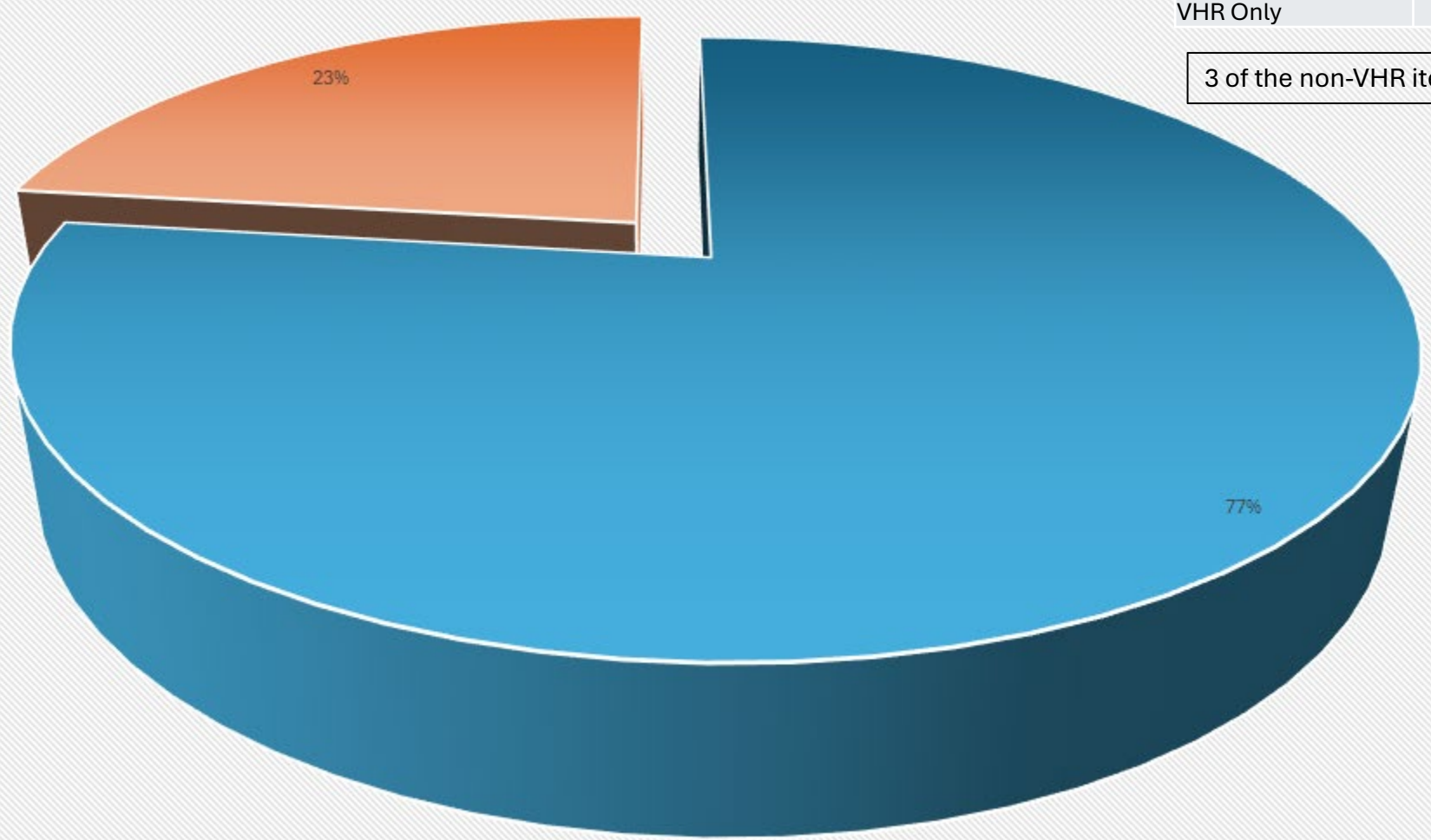


Each number represents an area where a specific code enforcement person is assigned

Code Enforcement Total 2025 (12M)

Code (non VHR)	396
VHR Only	118

3 of the non-VHR items were Town items



What does Code Enforcement do?

- Code Enforcement generally responds to complaints submitted to the county either through our new online portal or at the counter on the second floor in Minden (Minden Inn)
- If the complaint/concern is determined to be a code violation, then it is assigned to the proper Code Officer. Some intake is specific to permits or other building concerns. These issues are assigned to the proper department.

- Code investigations require a filed complaint online or at the counter in Minden. Anonymous submissions are not investigated.

Questions?



Chapter 20.680

Genoa Historic (GH) Overlay District

Sections:

20.680.010 (GH) Purpose.
20.680.020 (GH) Applicability.
20.680.030 (GH) Commission.
20.680.035 (GH) Project Applications.
20.680.040 (GH) Processing Procedures.
20.680.050 (GH) Submittal Requirements.
20.680.060 (GH) Commission Action.
20.680.070 (GH) Variance.
20.680.080 (GH) Routine Maintenance and Correction of Unsafe Conditions.
20.680.090 (GH) Change of Land Use or Zoning.
20.680.100 (GH) Appeals.
20.680.110 (GH) Signs.
20.680.120 (GH) Lighting.
20.680.130 (GH) Fences.
20.680.140 (GH) Color.
20.680.200 (GH) Pamphlet of Examples.
20.680.210 (GH) Enforcement.

20.680.010 (GH) Purpose.

The purpose of this chapter is to create the Genoa Historic (GH) Overlay District ("District") and set forth the duties of the Genoa Historic District Commission ("Commission") in order to promote the general welfare of the inhabitants of Genoa, Douglas County, Nevada, through the preservation and protection of historic buildings and places of historic interest, many of which are not only of local, but of state and national significance, through development of an appropriate setting for these buildings, places and districts; through the stabilization and improvement of property values; through the promotion and use of this historic area for the education, pleasure, and welfare of the people; through fostering civic beauty and pride in heritage of Nevada's oldest town; and through providing for objective criteria whereby the District and structures therein may obtain other recognition and funding or tax credits if available and desired. These regulations are adopted pursuant to Nevada Revised Statutes Chapter 384. (Ord. 1620, 2023; Ord. 763, 1996; Ord. 212, 1974)

20.680.020 (GH) Applicability.

The District is created as a combining overlay classification to be superimposed on lands within the defined "Genoa Historic District," the boundaries of which are shown on the Hawkins Map of 1874 and the official zoning map of Douglas County. Notwithstanding anything in this chapter to the contrary, this chapter shall apply to the

erection, reconstruction, alteration or restoration of property presently or in the future zoned for non-residential use in the District. This chapter shall not apply to routine maintenance unless a property owner is significantly changing the general appearance, materials, color, or character of the item or building being repaired. (Ord. 1620, 2023; Ord. 763, 1996; Ord. 212, 1974)

20.680.030 (GH) Commission.

The Commission was formed pursuant to Title 2 of the Douglas County Code and shall be responsible for the approval of project applications within the District and the issuance of Certificates of Appropriateness. (Ord. 1620, 2023; Ord. 763, 1996; Ord. 212, 1974)

20.680.035 (GH) Project Applications.

Any proposed project to erect, construct, alter, remodel, restore, reconstruct, renovate, rehabilitate, demolish, move, remove or change the exterior appearance of a building or structure, excluding routine maintenance; or to place any signage, fencing, or lighting; or which otherwise affects the exterior architectural features that characterize a property and its environment, shall not be started on property zoned for non-residential use in the District until after a project application has been submitted to the Commission and to the Douglas County Department of Community Development, and the Commission has issued a Certificate of Appropriateness, as provided in this chapter. An owner shall not apply to the County for a permit within the District for the purpose of erecting, reconstructing, altering, or restoring a structure, and such permits shall not be issued, unless and until the Commission has approved the project application and issues a Certificate of Appropriateness. (Ord. 1620, 2023)

20.680.040 (GH) Processing Procedures.

Upon receipt of a project application described in section 20.680.035, the Director must review the application and notify the applicant of the following:

A. The date, time, and place of the public meeting of the Commission at which the application will be heard, if the application is complete; or

B. The items the applicant should further submit to complete the application, if the Director determines that the application is not complete. Once the applicant has further submitted the requested items, the Director shall notify the applicant of the date, time, and place of the public meeting of the Commission at which the project application will be heard. (Ord. 1620, 2023; Ord. 763, 1996; Ord. 212, 1974)

20.680.050 (GH) Submittal Requirements.

Each project application must be submitted on a form approved by the Commission and must contain or be accompanied by the information specified in the form. Such information includes, but not limited to, site plans, elevations and other information deemed necessary by the Commission to determine the appropriateness of the exterior features to be passed upon. The Commission will not consider designs, interior arrangements, or building features not subject to public view. The Commission will not

make any recommendations or impose any requirements except to fulfill the purpose of this chapter. (Ord. 1620, 2023; Ord. 763, 1996; Ord. 212, 1974)

20.680.060 (GH) Commission Action.

A. The Commission must hold a public meeting on the applicant's completed application within 60 days after the completed application is submitted.

B. At the public meeting, the Commission shall determine whether to issue a Certificate of Appropriateness. In determining whether to issue a Certificate of Appropriateness, the Commission shall use the following criteria:

1. The effect of the project upon the general historic and architectural nature of the subject building and the District;

2. The appropriateness of exterior architectural features which can be seen from a public street, public alley, or public right-of-way;

3. The general design, arrangement, texture, material, color, and size of the exterior architectural features involved and the relationship thereof to the exterior architectural features of other buildings in the District; and

4. The relationship of the exterior architectural features to well recognized styles of early western architecture of the late 19th and early 20th centuries.

C. In determining whether to issue a Certificate of Appropriateness, the Commission may also consider the following guidelines:

1. The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings;

2. The pamphlet of examples adopted by the Commission pursuant to section 20.680.200; and

3. The Douglas County Design Criteria and Improvement Standards.

D. The Commission shall state on the record the reasons for issuing or not issuing a Certificate of Appropriateness, and the Commission may include recommendations regarding the proposed project.

E. If the Commission fails to act on the applicant's completed application within 60 days, the application is deemed to be approved and a Certificate of Appropriateness is deemed issued. The time limit prescribed in this section may only be extended by mutual consent of the applicant and the Commission, and any extension may not exceed an additional 60 days beyond the original 60-day period. (Ord. 1620, 2023; Ord. 763, 1996; Ord. 212, 1974)

20.680.070 (GH) Variance.

When strict adherence to this chapter would work a substantial hardship on an applicant, the Commission, in the same manner as issuing a Certificate of Appropriateness, may grant a variance if the variance remains in harmony with the general purpose and intent of this chapter so that the general character of the District is preserved and substantial justice done. In granting the variance, the Commission may impose reasonable and additional conditions to fulfill the purpose of this chapter. (Ord. 1620, 2023; Ord. 763, 1996; Ord. 212, 1974)

20.680.080 (GH) Routine Maintenance, and Correction of Unsafe Conditions.

A. Routine maintenance or repair which does not involve a change of design, material or outward appearance of a structure may be undertaken without first obtaining a Certificate of Appropriateness.

B. Changes to any portion of a building or structure which are required by a building engineer or inspector, or by the county engineer, because of an unsafe or dangerous condition, may be undertaken without first obtaining a Certificate of Appropriateness. (Ord. 1620, 2023; Ord. 763, 1996; Ord. 212, 1974)

20.680.090 (GH) Change of land use or zoning.

A copy of all applications of master plan amendments or zone changes within the District must be forwarded to the Commission for its recommendations to the Planning Commission. Any recommendations must be made by the Commission no later than the time scheduled for the public hearing on any of the aforementioned matters. (Ord. 1620, 2023; Ord. 763, 1996; Ord. 212, 1974)

20.680.100 (GH) Appeals.

Appeals of the decisions of the Commission shall be made to the Board of County Commissioners pursuant to chapter 20.12. (Ord. 1620, 2023; Ord. 763, 1996; Ord. 212, 1974)

20.680.110 (GH) Signs.

A. No sign shall be installed, constructed, altered, relocated, removed, replaced, or otherwise changed without first obtaining a Certificate of Appropriateness as provided in this chapter, including those signs which are generally exempt from regulation pursuant to section 20.696.100, subsections (B), (C), (E), (N), (DD), and (FF) of the Douglas County Code.

B. All signs must have an appearance, color, size, font, position, method of attachment, texture of materials, and design in keeping with the character of the District and the architecture of buildings to which the signs direct attention. Signs shall be further limited as follows:

1. Signs which direct attention to any building or structure shall be placed only on the parcel where the building or structure is located.

2. Business signs are limited to one sign for each business within a building on each side of the building that fronts a public right-of-way.

3. If a building houses numerous tenants or businesses, the signs associated with each tenant or business must have a common theme in terms of appearance, color, size, font, position, method of attachment, texture of materials, and design.

4. If a sign is attached to a building, the sign must be integrated into the building and fit within and not detract from or obscure architectural elements of the building's façade.

5. Freestanding signs must compliment the building or structure to which the sign directs attention. Freestanding signs must be at eye level of passing motorist, and

must not extend above the façade of any adjacent buildings.

6. Signs which flash, blink, revolve, or are otherwise in motion; signs with visible bulbs, gas-filled luminous tubes, luminous paints, or backlighting; and signs which are connected to audio equipment are not permitted.

7. Signs may be illuminated by remote light sources, provided that the light sources comply with the requirements of sections 20.680.120 and 20.690.030(M) of the Douglas County Code. (Ord. 1620, 2023)

20.680.120 (GH) Lighting.

A. No exterior light fixtures or exterior lighting shall be installed, altered, relocated, removed, replaced, or otherwise changed without first obtaining a Certificate of Appropriateness as provided in this chapter.

B. All exterior light fixtures or exterior lighting must have an appearance, color, size, position, method of attachment, texture of materials, and design in keeping with the character of the District. Exterior light fixtures and exterior lighting shall be further limited as follows:

1. All exterior lighting shall be shielded so that direct glare and reflections are contained within the boundaries of the parcel, and shall be directed away from adjoining properties and public right-of-ways.

2. Wall pack, flood, spot, shoe box, and other light fixtures which illuminate upwards or horizontally are not permitted.

3. If affixed to a building, fixture style and location must be compatible with the building's architecture, site design, and landscape design.

4. Light fixture style is to be consistent throughout a building and/or parcel. (Ord. 1620, 2023)

20.680.130 (GH) Fences.

A. No fence shall be installed, constructed, altered, relocated, replaced or otherwise changed without first obtaining a Certificate of Appropriateness as provided in this chapter.

B. All fences must have an appearance, color, size, position, method of attachment, texture of materials, and design in keeping with the character of the District. Fences shall be further limited as follows:

1. Fences shall be limited to a maximum permitted height of six feet, or the maximum permitted heights set forth in section 20.690.030(F), whichever is lesser.

2. Fences made of chain link, corrugated metal, plywood, pallets, or barbed wire are not permitted. (Ord. 1620, 2023)

20.680.140 (GH) Color.

A. The color of any building, sign, light fixture, or fence subject to the requirements of this chapter shall not be altered or changed without first obtaining a Certificate of Appropriateness as provided in this chapter.

B. The colors of buildings, signs, light fixtures, or fences must have an appearance in keeping with the character of the District. (Ord. 1620, 2023)

20.680.200 (GH) Pamphlet of Examples.

A. The Commission shall prepare an informational pamphlet showing examples of signs, lighting, fences, colors, and other exterior architectural features that meet the requirements of this section. The examples will not constitute an exhaustive or complete list of approved designs and are meant to serve as a guide only. (Ord. 1620, 2023)

20.680.210 (GH) Enforcement.

Any activity contrary to the provisions of this chapter, including the commencement of a project without a Certificate of Appropriateness, is declared to be unlawful. The provisions of this chapter shall be enforced in accordance with Chapter 20.34 of the Douglas County Code. (Ord. 1620, 2023)

GENOA HISTORIC DISTRICT COMMISSION AGENDA ITEM
COVER PAGE

MEETING DATE: March 18, 2026

TIME REQUIRED:

AGENDA: **ADMINISTRATIVE AGENDA**

TITLE:
For possible action. Discussion to approve a Certificate of Appropriateness application submitted by the Town of Genoa for the installation of two temporary signs for the Genoa Town Hall rehabilitation project. The signs are required by the Commission for Cultural Centers and the Historic Preservation Grant process. The signs will be located on the porch railing in front of the Genoa Town Hall at 2287 Main Street, Genoa, Nevada. (Jody Brunz, Genoa Town Manager)

RECOMMENDED MOTION:
Issue a Certificate of Appropriateness to the Town of Genoa for the installation of two temporary signs, as presented, or as modified by the Commission, consistent with Douglas County Code Chapter 20.680.

FINANCIAL IMPACT:
There will be no financial impact to the GHDC.

BACKGROUND:
On February 2, 2026, Jody Brunz, Genoa Town Manager, submitted a Certificate of Appropriateness application for the installation of two temporary signs required by the Commission for Cultural Centers and the Historic Preservation Grant process for the Genoa Town Hall rehabilitation project.

Mrs. Brunz is seeking approval for the installation of the two temporary signs, which are required. They will be located on the porch railing in front of the Genoa Town Hall at 2287 Main Street, Genoa, Nevada. Photos of the two signs are attached.

The application was received and reviewed by the Community Development Department on February 2, 2026

ATTACHMENTS:
GHDC Application for CofA- Town of Genoa (02.02.2026).pdf

Genoa Historic District Commission

P.O. Box 101. Genoa, NV 89411

DOUGLAS COUNTY
GREAT PEOPLE ▲ GREAT PLACES

APPLICATION FOR "CERTIFICATE OF APPROPRIATENESS"

Name of Applicant: Town of Genoa

Location of Property: 2287 Main Street, Genoa, NV. 89411

APN Number: 1319-09-702-012

****Note:** A description of signage, change(s), modification(s), and/or new construction pertaining to this property must be provided. Please provide material and paint samples along with plans.

Signage: (Please attach Photos)

1. Picture or accurate drawing of sign(s)	See attached photo
2. Proposed location of sign(s) on the property	2287 Main Street / Town Hall Porch Entrance
3. Size (dimensions)	66" x 30" and 30" x 20"
4. Materials to be used	1 Vinyl and 1 Metal
5. Colors to be used	White Background

Please note: These signs are a display requirement as by the Commission for Cultural Centers and Historic Preservation grant currently being carried out for the Genoa Town Hall Rehabilitation project. All work must be completed by May 2026. We are hoping the work will be completed by end of March 2026. The signs are temporary and will be returned to the NV State Historic Preservation Office and the Contractor.

Change(s)/Modification(s): (Please attach Photos)

1. Provide detailed drawings of all changes and/or modifications
2. Materials to be used
3. Colors to be used

New Construction: (Please attach Photos)

1. Provide architectural design with all measurements
2. Materials to be used
3. Colors to be used

****Please attach photos and any other pertinent information deemed appropriate by the applicant for decision making by the Historic Commission.

Name: Jody Brunz, Genoa Town Manager **Phone Number:** 775-782-8696

Mailing Address: P.O. Box 14, Genoa, Nevada 89411

Date received by GHDC: 2.2.26 (AP) **Date approved/denied by GHDC:** _____

GHDC Chair Person Signature: _____

Nevada's 1st settlement, 1851 – National Register of Historic Places, 1975


RESERVED PARKING
FINE $250 TO $1000
FOR USE BY OTHERS
VAN ACCESSIBLE
2287
MILES
CONSTRUCTION
www.milesconst.com
This Rehabilitation Project
is supported in part by a grant from the:
Commission for Cultural Centers
and
Historic Preservation

NEVADA
STATE HISTORIC
PRESERVATION OFFICE

Nevada Department of
CONSERVATION &
NATURAL RESOURCES

CCCHP Project Sign Guidelines

DO:

- ✓ USE STRONG WEATHER-RESISTANT OR METAL FASTENING STRAPS IF HANGING FROM A FENCE, PORCH RAILING, OR SIMILAR NON-HISTORIC STRUCTURE.
- ✓ IF USING METAL STRAPS, BE SURE THE SIGN IS SECURE SO IT DOES NOT MOVE AROUND AND SCRATCH THE SIGN SURFACE OR THE HISTORIC BUILDING MATERIALS.
- ✓ IF YOU WILL BE BOLTING THE SIGN TO A WOOD FRAME, BE SURE TO USE APPROPRIATE HARDWARE. THE HOLES ARE 3/8" AND LIKELY REQUIRE WASHERS.
- ✓ BE SURE TO USE A FRAME THAT WILL NOT BLOW OVER IN THE WIND. USE SANDBAGS ON THE FEET IF NECESSARY.
- ✓ BE SURE THE SIGN IS EASILY VISIBLE TO THE PUBLIC.
- ✓ BE SURE THE SIGN IS HANGING IN A SAFE AREA TO HELP PREVENT/DETER GRAFFITI.

DO NOT:

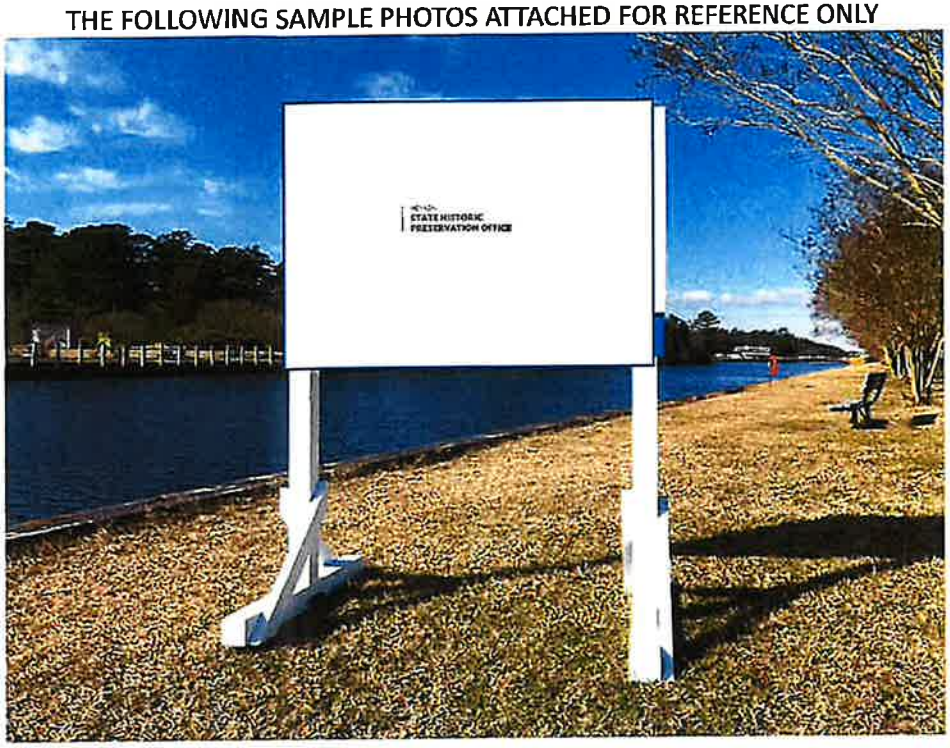
- × DO NOT NAIL, DRILL, OR SCREW THE PROJECT SIGN DIRECTLY ONTO YOUR HISTORIC RESOURCE.
- × DO NOT USE PLASTIC TWIST TIES, AS THEY WILL NOT HOLD UP OVER TIME IN THE ELEMENTS.
- × DO NOT HANG FROM ONLY THE TOP TWO HOLES AND ALLOW THE SIGN TO SWING.
- × DO NOT ATTEMPT TO MAKE THE HOLES ANY LARGER OR ADD ADDITIONAL HOLES.

NOTE:

If the sign becomes bent or damaged due to negligence or mounting the sign inappropriately, the grantee will be responsible for the cost of replacing the sign in accordance with Stipulation #5 of the funding agreement.

CCCHP PROJECT SIGN DISPLAY/CARE INSTRUCTIONS/EXAMPLES

THE FOLLOWING SAMPLE PHOTOS ATTACHED FOR REFERENCE ONLY





METAL ZIP TIES WITH WASHERS TO PREVENT SCRATCHES

CCCHP PROJECT SIGN DISPLAY/CARE INSTRUCTIONS/EXAMPLES





GENOA HISTORIC DISTRICT COMMISSION AGENDA ITEM
COVER PAGE

MEETING DATE: March 18, 2026

TIME REQUIRED:

AGENDA: **ADMINISTRATIVE AGENDA**

TITLE:
For possible action. Discussion to approve a Certificate of Appropriateness application submitted by the Town of Genoa for the Construction and installation of a 6-foot fence for a storage and maintenance yard at the Genoa Town Park. The storage and maintenance yard will be located at the southern end of the Genoa Town Park at 2285 Genoa Street, Genoa, Nevada. (Jody Brunz, Genoa Town Manager)

RECOMMENDED MOTION:
Issue a Certificate of Appropriateness to the Town of Genoa for the installation of the 6-foot fence and gate, as presented, or as modified by the Commission, consistent with Douglas County Code Chapter 20.680.

FINANCIAL IMPACT:
There will be no financial impact to the GHDC.

BACKGROUND:
On February 27, 2026, Jody Brunz, Genoa Town Manager, submitted a Certificate of Appropriateness application for the installation and construction of a 6-foot fence to enclose a 10-foot x 25-foot storage and maintenance yard using the existing fence for the south wall and installing three additional sides with a 6-foot gate. The area to be fenced is along the southern end of the Genoa Town Park at 2285 Genoa Street, Genoa, Nevada. Photos of the fence, materials, and a map of the location are attached.

The application was received and reviewed by the Community Development Department on February 27, 2026

ATTACHMENTS:
GHDC Application for CofA- Town of Genoa (02.27.2026).pdf

Genoa Historic District Commission

P.O. Box 101. Genoa, NV 89411

APPLICATION FOR "CERTIFICATE OF APPROPRIATENESS"

Name of Applicant: Town of Genoa

Location of Property: 2285 Genoa Street, Genoa, NV. 89411

APN Number: 1319-09-702-038

****Note:** A description of signage, change(s), modification(s), and/or new construction pertaining to this property must be provided. **Please provide material and paint samples along with plans.**

Signage: (Please attach Photos)

1. Picture or accurate drawing of sign(s)
2. Proposed location of sign(s) on the property
3. Size (dimensions)
4. Materials to be used
5. Colors to be used

Change(s)/Modification(s): (Please attach Photos)

1. Provide detailed drawings of all changes and/or modifications
2. Materials to be used
3. Colors to be used

New Construction: Construct an enclosed 10' x 25' storage/ maintenance yard using the existing fence for the south wall and installing 3 additional sides with a 6' gate.

1. Provide architectural design with all measurements See attached documents showing location.
2. Materials to be used Natural, unstained wood fencing to match existing fence.
3. Colors to be used Natural unstained wood.

**Please attach photos and any other pertinent information deemed appropriate by the applicant for decision making by the Historic Commission.

Name: Jody Brunz, Genoa Town Manager **PhoneNumber:** 775-782-8696

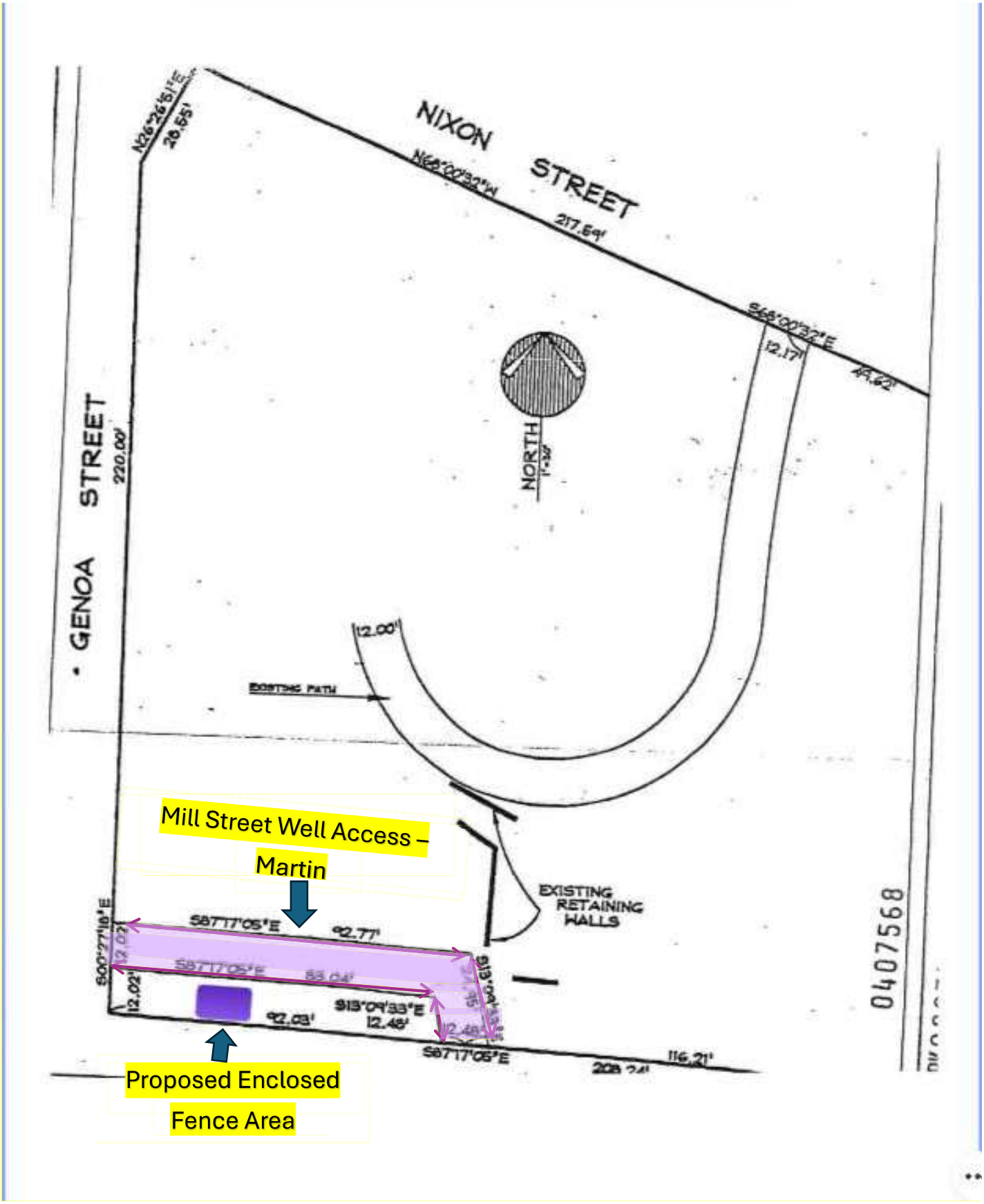
Mailing Address: P.O. Box 14, Genoa, NV 89411

Date received by GHDC: _____ **Date approved/denied by GHDC:** _____

GHDC Chair Person Signature: _____


25' to 30'

MILL STREET WELL ACCESS EASEMENT - MARTIN




Existing Fence


10'
25'
Gate Opening




TOG

GENOA HISTORIC DISTRICT COMMISSION AGENDA ITEM
COVER PAGE

MEETING DATE: March 18, 2026

TIME REQUIRED:

AGENDA: **ADMINISTRATIVE AGENDA**

TITLE:
For presentation only. Announcements, reports, and updates from the Genoa Historic District Commission on issues affecting the Genoa Historic District, and general discussion of future meeting dates, times, and agenda items. (GHDC Chairperson)

RECOMMENDED MOTION:
For presentation only.

FINANCIAL IMPACT:
There is no fiscal impact for the Genoa Historic District Commission.

BACKGROUND:
This is an opportunity for the Chair and Commission members to update the other Commission members on issues affecting the Genoa Historic District and for general discussion of future meeting dates, times, and agenda items. There will be no action taken on these reports/updates.

ATTACHMENTS: