

Storey County Clerk 2025



101 N Carson Street, Suite 3
Carson City, NV, 89701
775.687.8683

Notice of Designated Areas to Gather Signatures for Petitions
NRS 293.127565

Pursuant to NRS 293.127565, each public officer or employee in control of the operation of a building shall (a) designate the area at the building for the gathering of signatures; and (b) on an annual basis, submit to the Secretary of State and the County Clerk, for the county in which the building is located, a notice of the area at the building designated for the gathering of signatures on a petition. The Secretary of State shall make available to the public a list of the areas at public buildings designated for the gathering of signatures on a petition.

As a public officer/employee in control of the operations of the following building, I do hereby designate the following area(s) for the gathering of signatures on petitions:

26 South B Street, Virginia City, Nevada 89440
Address of Public Building

PLEASE SEE ATTACHED STOREY COUNTY POLICY 005
Area(s) designated for the gathering of signatures on petitions

County of: STOREY

Public Officer: MARC O. ALLEN
(Print Name)
[Signature]
(Authorizing Signature)

Title: DEPUTY FOR ELECTIONS
Date: 4/15/2025

Address (if different from above):

(Phone Number)

RECEIVED

APR 18 2025

SECRETARY OF STATE

**STOREY COUNTY ADMINISTRATIVE
POLICIES AND PROCEDURES**

NUMBER: 005
EFFECTIVE DATE: 10-6-09
REVISED:
AUTHORITY: BOC
COUNTY MANAGER: PAW

SUBJECT: USE OF PUBLIC BUILDINGS AND PROPERTY

I. **PURPOSE:** To establish guidelines for use of County owned and operated buildings and/or property for a Public purpose. This includes any and all facilities that are under lease as well as owned buildings by the County. County owned buildings and grounds that are leased to non-profit organizations are exempt from all provisions of this policy, as permission to utilize these leased properties are subject to the organizations discretion.

II. **POLICY:** Any member of the general public, regardless as to county of residence, may request the use of a county building or property, providing they meet the criteria.

III. **PROCEDURE:**

- A. Facilities/Property use form for an activity which involves the use of county buildings or other public property owned or controlled by the county shall be filed with the county manager or his designee. Facilities use form for the use of a Fire Department Building and Training Center shall be filed with the Fire Department Main Office. Facilities/Property use form for the use of Miners Park shall be submitted to the Public Works Director.

Such applications shall be filed at least thirty (30) days prior to the date of the event. The County Manager or his designee shall have the authority, in his discretion, to consider any application which is filed later than the time prescribed in this section.

- B. Applications shall be upon a form which is furnished by, or acceptable to, the County Manager and/or his designee. Each application shall contain full, complete and detailed information including, but not limited to, the following:

1. Name of agency, business, group, organization, group or organization which will be utilizing the property, including the proposed date, event, or activity;

2. Name of applicant, address, phone number, email address;

- a. Political forums must allow all candidates that have filed with the County Clerk or Secretary of State or any registered political committees chairman time to represent their views;
 3. The estimated expected attendance;
 4. The date or dates and the specific times thereof that the property is to be utilized for the described use, event or activity;
 5. The name, address, telephone number and E-Mail of the person, entity or organization sponsoring, conducting or responsible for the proposed use, event or activity; and
 6. Any additional information which deem reasonably necessary to a fair determination of the application.
- D. The County Manager or their designee may issue approval if it is determined that the following criteria have been met:
1. The proposed use of the property is not governed by or subject to any other permit procedures provided elsewhere in county code or other applicable laws, rules or regulations;
 2. May be required to purchase a short term liability insurance for the event mentioned in the Facilities/Property Use Form, show Storey County named as the additional insured party and the county shall be held harmless of any claim arising out of said event;
 3. Pay any fee if applicable and a cleaning deposit of \$100.00 is required that will be refundable if facilities are left clean, trash is taken away, and chairs/tables are returned to their original places;
 4. Must abide by the General Rules and guidelines Governing the County Building and Property Usage Agreement;
 5. Persons who use these designated areas must not interfere with County operations in any way, hinder any person entering or exiting a County building, or obstruct access by public safety personnel;
 6. Does not compromise the safety of employees or occupants;
 7. Is consistent and appropriate to reasonable decorum standards;
 8. Must not exceed posted occupancy loads at any time;
 9. Must adhere to the County no smoking policy and

10. Alcohol on county owned and/or managed property may be permitted on an exception bases only by the County Manager. County parks are exempt from this provision.

C. Public Building for the use of any person to gather signature on a Petition:

1. In accordance with NRS 293.127565, "at each public building that is open to the public and occupied by the government of this state or a political subdivision of this state or an agency thereof, an area must be made available for the use of any person to gather signatures on a petition at any time that the building is open to the public." The following areas have been designated as locations where signatures may be gathered or for use as designated Public purpose, in Storey County buildings:

COUNTY BUILDINGS:

Historic Courthouse
26 South B Street,
Virginia City, Nevada

Designated areas in public buildings other than those listed will be identified on an as requested basis, by decision of the County Manager or his/her designee.

IV. RESPONSIBILITY FOR REVIEW: The County Manager shall review this policy as needed or at least once every five years.

