

Certified Local Governments and the National Register of Historic Places

Introduction

As part of the partnership between the Certified Local Government (CLG) and the State Historic Preservation Office (SHPO), the CLG is responsible for reviewing and commenting on all National Register of Historic Places nominations for properties within its jurisdiction. In most cases, the SHPO receives a nomination first and forwards the final draft to the CLG for review and comment. However, the CLG may also develop or receive the documentation necessary to nominate a property to the National Register. The commission must then forward the nomination to the SHPO for subsequent review by the National Register Coordinator and the Kentucky Historic Preservation Review Board (KHPRB).

Commenting on Nominations

The National Register of Historic Places nomination process requires public participation; thus, the review of a National Register nomination should be placed on the preservation commission agenda to be heard within 60 days of receipt from the SHPO and prior to the hearing by the KHPRB. The SHPO may provide less than 60 days notice with the concurrence of the CLG. If the nomination is being initiated by the CLG, it may be reviewed by the local preservation commission before it has been sent to the SHPO. The National Register Coordinator at the SHPO will then work with the nomination author to finalize the nomination for review by the KHPRB. In rare instances, if the draft undergoes revision that results in a substantive change, as opposed to minor, technical changes, the local preservation commission will be notified so that they have the opportunity to review and comment on the nomination a second time after the substantive changes.

Preservation commissions have an intimate knowledge of local history and resources, and should use that knowledge to answer some basic questions about the property and the nomination:

- Using the National Register Criteria of Significance, is the property historically significant?
- Does the property retain historic integrity?
- To the best of your knowledge, is the information in the nomination correct?
- Does the nomination contain sufficient information to document the significance and integrity of the property?

In accordance with the National Historic Preservation Amendments Act of 1980, the CLG ***shall submit a report*** to the State Historic Preservation Officer regarding the eligibility of each property or district proposed for nomination to the National Register within their jurisdiction. This report shall include the recommendation of the local preservation commission and the chief elected official and the formal National Register nomination form. The recommendation may be as simple as an affirmation that the property is eligible or as detailed as a researched report of length stating why the property should or should not be nominated. The report should concentrate on the property's eligibility under the National Register criteria and aspects of integrity. Reference could also be made to the CLG's historic preservation plan or other relevant planning documents. When a relevant historic preservation discipline is not represented in the commission membership, the commission should seek expertise in this area when considering National Register nomination requiring the application of such expertise. A copy of the report prepared by the CLG for the Kentucky Heritage Council shall be made available for public inspection within the local jurisdiction. See the *Kentucky Certified Local Government Program Manual* for more details.

The attached *Kentucky Certified Local Government Report Form* has been designed for your convenience, and, when completed and signed, fulfills the CLG's obligation to submit a report to the SHPO regarding a property's eligibility. The SHPO requests that supporting documentation be included to ensure that the CLG review of the nomination was thorough, the National Register Criteria was appropriately applied, and there was ample opportunity for public comment. If both the preservation commission and the chief elected official object to the nomination, the property will not be nominated to the National Register of Historic Places unless that decision is appealed by a property owner or interested party.

After commission review of the nomination, the CLG should complete the *Report Form*, attach requested additional documentation, and send it to Vicki Birenberg, State CLG Program and Planning Coordinator, the Kentucky Heritage Council, the Barstow House, 410 High Street, Frankfort, KY 40601. Alternatively, the materials may be sent electronically to vicki.birenberg@ky.gov.