



# Kentucky Certified Local Government 2024 Annual Report

For the 12-month Period Beginning October 1, 2023 and ending September 30, 2024

## General Information:

Name of CLG: \_\_\_\_\_

Name of Commission/Board: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Contact Title: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ Contact Fax: \_\_\_\_\_

Contact Email: \_\_\_\_\_

Contact Address: \_\_\_\_\_

City: \_\_\_\_\_ State: Kentucky Zip Code: \_\_\_\_\_

CLG's Historic Preservation Website (if applicable): \_\_\_\_\_

Please list other links social media pages and other means of electronic communication with the public:

## CLG Commission/Board:

Please provide the following documentation:

- 1) Resume of staff liaison and/or verification the CLG Board/Commission have access to professionally qualified historic preservation staff.
  - a. *(This role can be fulfilled by planning staff with preservation experience, by contract or letter of agreement with a qualified professional).*
- 2) Minutes from four (4) of your review commission/board meetings.
- 3) Attendance records from four (4) of your review commission/board meetings.

Did you update or adopt new design review guidelines during this reporting cycle? Yes: \_\_\_\_\_ No: \_\_\_\_\_

Were the commission/board's Rules of Procedures or Bylaws updated during this period? Yes: \_\_\_\_\_ No: \_\_\_\_\_

Was any local preservation ordinance enacted or amended during this reporting cycle? Yes: \_\_\_\_\_ No: \_\_\_\_\_

***If you answered "yes" to any of the above questions, please include the respective updated/new documentation.***



The number of surveyed resources added to your survey/inventory during this reporting cycle: \_\_\_\_\_

The number of existing survey records that were updated during this reporting cycle: \_\_\_\_\_

Briefly describe how you maintain a system for the survey and inventory of historic properties. Please include plans for upcoming survey projects (if applicable):

Please list the National Register nominations reviewed by your commission/board during this reporting cycle:

Please describe the progress made on goals and action items within the State Historic Preservation Plan ([2023 KY State Plan with Appendices.pdf](#)):

Please provide an overview of the public outreach and education efforts conducted by the commission/board to engage citizens and other local officials in historic preservation during this reporting period (this includes activities during Historic Preservation month in May):

Describe the commission/board's goals to strengthen and develop your preservation program for the upcoming year:



The total number of Certificate of Appropriateness applications reviewed (both staff and commission/board): \_\_\_\_\_

List the total number of applications for COAs reviewed by the **commission/board**: \_\_\_\_\_

Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

List the total number of applications for COAs reviewed by **staff**: \_\_\_\_\_

Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

Number of applications to demolish a historic structure in a local historic district or designated landmarks: \_\_\_\_\_

Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

Did the CLG designate any new district or landmarks during this reporting period? Yes: \_\_\_\_\_ No: \_\_\_\_\_

For districts, include a map. For landmarks, include name and address below:

CLG review commissions/boards are required to host four meetings per year, held at regular intervals, in a public place, advertised in advance and open to the public.

Day and time meetings are held (e.g., "3<sup>rd</sup> Tuesday of each month at 4:00 p.m."): \_\_\_\_\_

Meeting place: \_\_\_\_\_

***Please provide a sample notice of a public meeting for the commission/board.***

### CLG Commission/Board Members:

Please provide the following information on each of your current commission/board members below. Indicate which members meet the preservation-related professional qualifications. Specify which members have been added in this reporting cycle and include resumes **only** for those new members.

Name	Profession	Email	Term Start	Term Expires

*(If you require additional space, please include a separate document that lists members and the requested information.)*



All commission/board members are required to participate in annual training that has been approved by KHC (SHPO). Please provide a list of training/educational sessions/webinars, etc., completed by your commission members.

Member's Name	Annual Training

*(If you require additional space, please include a separate document that lists members and the requested information.)*

**Return the completed annual report with required attachments no later Friday, January 31, 2025.**

**Submit reporting on the CLG Annual Report Portal:**

[Resources for CLGs - Kentucky Heritage Council](#)

**Or, mail to:**

**Kentucky Heritage Council**

**Attn: Nicole Roth**

**410 High Street**

**Frankfort, KY 40601**

**For additional information or questions about reporting requirements, contact:**

**Nicole Roth**

**Certified Local Government and Planning Coordinator**

**(502) 892-3606, [nicole.roth@ky.gov](mailto:nicole.roth@ky.gov)**