



Kentucky Certified Local Government 2025 Annual Report

For the 12-month Period Beginning October 1, 2024, and ending September 30, 2025

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:

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: _____

If "Yes", please attach a map of the district. For landmarks, list each 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., "3rd 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.¹ 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.)

¹ At least two members must meet the [Secretary of Interior's Professional Qualification Standards](#) for preservation-related disciplines.



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 30, 2026.

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