



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 Kentucky Heritage Council serves as the SHPO), the CLG is responsible for reviewing all National Register of Historic Places nominations for properties within its jurisdiction and commenting about their eligibility. In most cases, the SHPO receives a nomination first and forwards the final draft to the CLG prior to local review. 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 (KHPHB).

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 notification from the SHPO and prior to the hearing 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 for review by the KHPRB.

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 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 the relevant area when considering whether a property is eligible for the National Register. 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 details.

The accompanying *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 the decision is appealed by a property owner or interested party.

After commission review of the nomination, the CLG complete the *Report Form*, attach requested additional documentation, and send it to:

Nicole Roth, CLG Program & Planning Coordinator
The Kentucky Heritage Council
410 High Street
Frankfort, KY 40601

Alternatively, the materials may be sent electronically to clg@ky.gov or nicole.roth@ky.gov.