



Kentucky Certified Local Government Program Application Form

Date: _____

Name of Government: _____

Name & Title of Chief Elected Official: _____

Staff Contact: _____

Mailing Address: _____

Phone (Staff Contact): _____

Email (Staff Contact): _____

Name of Preservation Commission: _____

Preservation Commission Website: _____

Meeting Time and Place: _____

Please check each item listed below and attach with completed form.

- A copy of the adopted local historic preservation ordinance.
- A copy of the Preservation Commission's rules of procedure or bylaws.
- Letter from the chief elected official that requests Certified Local Government status and states that the local government will fulfill and maintain all requirements for certification.
- A list of members of the Commission and terms of office ("Commission Membership" form).
- A resume AND a brief statement that demonstrates knowledge, interest, or experience in historic preservation for each Commission member.
- A copy of the Certificate of Appropriateness application.
- A copy of meeting minutes from the previous four (4) Commission meetings.
- A sample notice of a public meeting for the Commission.
- Clearly defined map(s) of the boundaries of the district(s) and/or individual landmark sites and a list of the resource inventory.
- A copy of the guidelines used to review Certificate of Appropriateness applications.
- A statement on how the local government maintains a system for the survey and inventory of historic properties.
- A resume of the staff liaison to the Preservation Commission, demonstrating professional experience in the administration of historic preservation programs. This role can be fulfilled by planning staff with preservation experience or by contract with a professional historic preservation planner.

Local governments that have not achieved CLG status are not permitted to participate in the annual CLG matching grant program. To apply for the grant, CLGs must file a separate annual grant application with the Kentucky Heritage Council before the annual deadline. CLGs are subject to all federal and state laws and regulations in connection with the application and use of federal grant monies.

Please return completed form and supporting material to the Kentucky Heritage Council:

Nicole Roth, CLG Program & Planning Coordinator

410 High Street, Frankfort, KY 40601

Electronic submissions: clg@ky.gov or nicole.roth@ky.gov



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Commission Membership

A concerted, documented effort must be made to identify and appoint at least two commissioners with an educational or professional background related to historic preservation. This includes the professions of historic preservation, architectural history, architecture, history, archaeology, historic preservation planning, or related disciplines, such as American studies, urban planning, American civilization, cultural geography, or anthropology. All members must have a demonstrated interest in historic preservation. If the Preservation Commission is comprised of more than five members, please include information on all members.

Provide the following for each preservation commissioner: a resume AND a brief statement that demonstrates their knowledge, interest, or experience in historic preservation.

Name	Profession	Term Start	Term Expires
Chair			
Vice Chair			

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