



TEXAS HISTORICAL COMMISSION  
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## Certified Local Government Annual Report Fiscal Year 2015

1.

**This annual report is REQUIRED to be filed by each Certified Local Government (CLG) community at the end of each fiscal year. The Fiscal Year 2015 report is due no later than February 29, 2016. Failure to comply will reflect negatively on the THC's consideration of future funding requests. Please keep in mind that Fiscal Year 2015 began October 1, 2014 and ended September 30, 2015. Please use these dates when reporting.**

\* 1. Certified Local Government Name

\* 2. CLG Representative

\* 3. Mailing Address

\* 4. City/State/Zip

\* 5. Phone Number

\* 6. E-mail Address



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2.

### IDENTIFICATION, EVALUATION AND REGISTRATION

The CLG shall maintain a system for survey and inventory of historic properties and participate in the process of nominating properties to the National Register.

7. Please list all of the CLG's historic resources surveys with the date of completion or update. (e.g. Post Oak Historic District, 2008; Downtown, 2013; East Side, 2011)

\* 8. From the surveys listed above, what is the total number of historic properties surveyed in the CLG? (e.g. 546 historic properties)

\* 9. Did the CLG add to the number of historic properties or expand its survey during the past fiscal year?

YES

NO

Please list the number of properties and acreage added to the survey in FY15.

\* 10. Does the CLG have a local designation program?

YES

NO

NOT APPLICABLE (Counties Only)

11. How many historic properties are currently protected under the local preservation ordinance? (i.e. local landmark designation or local historic district)



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3.

\* 12. In the past fiscal year, did the CLG designate any properties through local historic districts?

- YES
- NO
- NOT APPLICABLE (Counties Only)

How many properties were designated in FY15? (Include all contributing properties within a district.)

\* 13. In the past fiscal year, did the CLG designate any properties as local landmarks?

- YES
- NO
- NOT APPLICABLE (Counties Only)

How many local landmarks were designated in FY15?

\* 14. Item # 11 in the CLG Certification Agreement states that CLGs will “monitor and report to the Texas Historical Commission any actions affecting any county courthouse, Recorded Texas Historic Landmark, State Archaeological Landmark [now renamed State Antiquities Landmark], National Register property, and any locally designated landmark.”

Did the CLG notify the Texas Historical Commission of any activities affecting National Register properties, SALs and RTHLs?

YES

NO

Please describe any issues that affected these properties in FY15.



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4.

### MANAGING, PROTECTING AND PRESERVING

The CLG shall enforce all appropriate federal, state and local legislation for the protection of historic properties.

- \* 15. When did the CLG adopt its current preservation ordinance? Or, if the CLG is a county, when did the CLG adopt the current commission by-laws?

- \* 16. Did the CLG make any revisions to the historic preservation ordinance or commission by-laws during the past fiscal year?

YES

NO

Please explain any revisions below.

- \* 17. Does the CLG have the authority to issue Certificates of Appropriateness as outlined by its historic preservation ordinance? If you answer no or N/A you will be directed to Q22.

YES

NO

NOT APPLICABLE (Counties Only)



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\* 18. Please complete the following information regarding Certificates of Appropriateness:

Number of applications received:

Number of applications reviewed administratively by the Historic Preservation Officer:

Number of applications reviewed by the Historic Preservation Commission:

Total number of applications approved:

Total number of applications denied:

Number of applications involving new construction within an existing historic district:

Number of applications proposing demolition of historic property:

Number of applications involving dangerous buildings, life safety threats or requiring some form of mitigation:

Total number of applications denied that were new construction:

Total number of applications denied for demolition:

Number of applications involving economic hardship:

\* 19. Please describe any specific recurring design issues related to Certificates of Appropriateness.

\* 20. Has the CLG adopted local Design Guidelines or Standards?

- Design Standards (governing changes to designated historic properties, enforceable)
- Design Guidelines (recommended best practices, unenforceable)
- Both
- Neither

Please list the districts or areas that adopted design guidelines including the date of adoption (e.g. Post Oak Historic District Design Guidelines, 2014).

\* 21. Did the CLG make any revisions or updates to the Design Guidelines or Design Standards during the past fiscal year?

- YES
- NO

Please describe any changes or revisions.

\* 22. Does the CLG have a preservation plan, or a community comprehensive master plan that incorporates historic resources?

- YES
- NO

\* 23. Does the CLG have the authority to acquire property?

- Yes
- No

\* 24. Did the CLG acquire, or help others acquire, any historic property during the past fiscal year through purchase, donation or other means?

- YES
- NO

How many properties were acquired in FY15?

\* 25. Did the CLG provide comment on any federal undertakings through the Section 106 Federal Review Process in the past fiscal year?

YES

NO

Please list any Section 106 projects for which comment was provided to the federal agency in FY15.

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6.

### GRANTS AND INCENTIVE PROGRAMS

CLG grants provide funding to participating city and county governments to develop and sustain an effective local preservation program critical to preserving local historic resources.

The THC encourages CLGs to enhance preservation efforts by offering local preservation incentives.

\* 26. What prevented the CLG from applying for CLG grant funds? If the CLG applied for a CLG grant in FY15, please select "Not Applicable".

- No clearly defined project
- Lack of matching funds
- Difficulty of application
- Lack of staff time to manage project
- Not Applicable
- Other (please specify)

\* 27. Does the CLG offer any local incentives to support historic preservation projects?

- Facade Grants
- Tax Abatements
- Low Interest Loans
- Other Grants or Loans (Please specify below)
- No local incentives

Please list any incentive programs not listed above.

28. How many properties were assisted by local preservation incentives identified in the question above?

Facade Grants

Tax Abatements

Low Interest Loans

Other Grants or Loans

29. What is the total dollar amount of public funds used to support these preservation incentives? (e.g. \$15,000 facade grants, \$7,000 low interest loan, \$12,000 tax abatement = \$34,000 total.)

30. What is the estimated total dollar amount of private funds reinvested as a result of these incentives? (e.g. facade grants supported \$125,000 of private reinvestment, \$850,000 spent on rehabilitations in pursuit of property tax abatements = \$975,000 total.)

\* 31. Are there any additional local incentives available for historic preservation projects not offered by the city? (e.g. local nonprofit) If so, please describe and provide the number of properties assisted.



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7.

### HISTORIC PRESERVATION ADMINISTRATION

The CLG shall establish by local legislation a local commission for historic preservation and the granting of specific powers to it. The CLG shall also designate a city or county official, staff person or other appropriate resident of the community to serve as Historic Preservation Officer.

\* 32. How many members serve on the local Historic Preservation Commission?

\* 33. How frequently does the Historic Preservation Commission meet? (CLG regulations require that commissions meet at least 6 times a year.)

- Monthly
- More than once a month
- Less than once a month
- As Needed

\* 34. When does the Historic Preservation Commission usually meet? Please include date and time.  
(e.g. Third Monday of the month at 4pm.)

\* 35. Does the CLG have the following technical representation on the Historic Preservation Commission?

- HISTORIC PRESERVATIONIST
- ARCHITECT
- LAWYER
- REAL ESTATE AGENT
- HISTORIAN
- HISTORIC PROPERTY OWNER

Please explain any technical representation not listed above:

\* 36. Did the CLG make any new appointments to the Historic Preservation Commission during the past fiscal year? (CLG regulations require that all current commission members have resumes on file with the CLG staff.)

- YES
- NO

\* 37. Does the CLG have a designated Historic Preservation Officer who satisfies the Secretary of the Interior's Professional Qualification Standards?

- YES
- NO

\* 38. Did the CLG designate a new Historic Preservation Officer during the past fiscal year? (CLG regulations require that the resumes of current HPOs be on file with CLG staff.)

- YES
- NO

Please provide the name and contact information for the new HPO, if applicable.

\* 39. Please list all trainings attended by the Historic Preservation Officer or members of the Historic Preservation Commission during the past fiscal year.

\* 40. Please list any individual or institutional professional memberships held by members of the Historic Preservation Commission, the Historic Preservation Officer or the CLG.

National Alliance of Preservation Commissions

National Trust for Historic Preservation

Preservation Texas

No Professional Memberships

Other

Please list any additional memberships not listed above.

\* 41. Please describe any projects, educational programs and public outreach activities completed during the past fiscal year.



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8.

### SUMMARY OF PRESERVATION PRIORITIES FOR NEXT YEAR

\* 42. Please describe any anticipated local preservation activities and initiatives for the next fiscal year.

\* 43. Are there any specific issues that the Texas Historical Commission may be able to address in your community? (e.g. Certificate of Appropriateness application review, ordinance revisions, CLG grants, preservation planning, survey and inventory, design standards, etc.)

44. Please use this space to describe any accomplishments of the CLG in the last fiscal year that are not reflected in the questions above. County CLGs, especially, may want to utilize this space.

\* 45. Certification

I hereby certify that the information provided in this report is accurate and correct to the best of my knowledge.