

Certified Local Government Annual Report for Fiscal Year 2022 - CITIES

1. CONTACT INFORMATION

This annual report is REQUIRED to be completed by each Certified Local Government (CLG) community at the end of each fiscal year. The Fiscal Year 2022 report is due no later than February 24, 2023. Failure to comply will reflect negatively on the THC's consideration of future funding requests from the CLG. Please keep in mind that Fiscal Year 2022 began October 1, 2021 and ended September 30, 2022, and use these dates when reporting.

* 1. City

* 2. Name of individual completing the Annual Report

* 3. Mailing Address

* 4. City/State/Zip

* 5. Phone Number

* 6. Email Address

Certified Local Government Annual Report for Fiscal Year 2022 - CITIES

2. HISTORIC PRESERVATION OFFICER (HPO)

The CLG shall designate a city official, staff person, or other appropriate representative of the municipal entity to serve as a local Historic Preservation Officer for the purpose of administering the local preservation ordinance.

The CLG shall provide appropriate training for the Historic Preservation Officer, related city staff and members of the historic preservation commission.

* 7. Does the City have a designated Historic Preservation Officer?

- Yes
- No

If the answer to question 7 is "no", please explain why the city has not appointed an HPO.

8. Name of HPO

* 9. Does the Historic Preservation Officer satisfy the Secretary of the Interior's Professional Qualification Standards?

- YES, under HISTORY
- YES, under ARCHEOLOGY
- YES, under ARCHITECTURAL HISTORY
- YES, under ARCHITECT
- YES, under HISTORIC ARCHITECTURE
- NO
- The City does not currently have an HPO.

* 10. How many staff members make up the city's preservation program? (e.g. 2 full time, 1 part-time)

* 11. Please list all trainings attended by the Historic Preservation Officer and/or city preservation staff during the past fiscal year such as a THC workshop, National Trust conference or other preservation-specific training. If none, write "none."

* 12. Please list any individual or institutional professional memberships held by 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.

3. PRESERVATION COMMISSION PART A

The CLG shall establish and maintain by the local preservation ordinance a qualified review commission, board, or committee for historic preservation having specific powers such as review responsibility pertaining to proposed National Register nominations as well as actions that will affect local historic properties.

The CLG shall provide appropriate training for the historic preservation officer, related city staff, and members of the historic preservation commission.

* 13. Does the CLG maintain an adequate and qualified local Preservation Commission?

Yes

No

4. PRESERVATION COMMISSION PART B

The CLG shall establish and maintain by the local preservation ordinance a qualified review commission, board, or committee for historic preservation having specific powers such as review responsibility pertaining to proposed National Register nominations as well as actions that will affect local historic properties.

The CLG shall provide appropriate training for the historic preservation officer, related city staff, and members of the historic preservation commission.

* 14. How many members serve on the local Preservation Commission?

* 15. Do the members of the Preservation Commission represent the general ethnic diversity of the community? If the answer is "no," use the comment box to explain what barriers your community faces in achieving this, and what your community is doing to address diversity and inclusion?

Yes

No

What barriers does your community face in achieving this, and what steps are being taken to address diversity and inclusion?

* 16. Does the CLG have the following technical representation on the local Preservation Commission?

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

Please explain any technical representation not listed above:

* 17. How many times did the Preservation Commission meet during the last fiscal year? If COVID-19 impacted the number of meetings held this year, please explain. (CLG regulations require that commissions meet at least 6 times a year.)

18. Are the Commission meetings held in accordance with the Texas Open Meetings Act?

- Yes
- No

* 19. Have the Preservation Commission's meeting minutes been submitted to the THC for the past fiscal year? (If not, please send ASAP to jamie.teich@thc.texas.gov)

- Yes
- No

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

- Yes
- No

* 21. When does the Preservation Commission usually meet? Please include date, time, and whether the meetings are virtual, in person, or hybrid. (e.g. Meetings are in person, the third Monday of the month, at 4 p.m.)

* 22. Please list all trainings attended by the Preservation Commission in the past fiscal year such as a THC workshop, CLG training, National Trust conference, or other preservation-related training, including trainings held by staff.

Certified Local Government Annual Report for Fiscal Year 2022 - CITIES

5. LOCAL DESIGNATION AND DESIGN REVIEW

The CLG shall enforce the local historic preservation ordinance for the designation and protection of local historic properties.

The CLG shall adopt the Secretary of the Interior’s Standards for Rehabilitation as the standards by which the local review commission will review all work applications brought before it under the terms of the local historic preservation ordinance.

* 23. When did the CLG adopt its current preservation ordinance?

* 24. Did the CLG make any revisions to the historic preservation ordinance during the past fiscal year?

- Yes
- No

Please explain any revisions below.

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

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

- Yes
- No

How many properties were designated in FY22? (Include all contributing properties within a district.)

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

YES

NO

How many local landmarks were designated in FY22?

* 28. Does the CLG pursue local designation for state and federally designated properties?

Yes

No

* 29. Does the CLG enforce at least a minimum 60-day stay of the demolition of locally designated properties?

Yes

No

* 30. Does the CLG have the authority to issue Certificates of Appropriateness as outlined by its historic preservation ordinance?

Yes

No

* 31. 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 where the final action was approval:

Total number of applications where the final action was denial:

Total number of applications withdrawn:

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

Number of applications proposing demolition of historic property:

Total number of demolition applications that were approved:

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

Number of applications involving economic hardship:

* 32. Please describe any specific recurring design issues related to Certificates of Appropriateness (i.e. inappropriate window replacement, infill, commercial signage).

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

- 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, 2021).

* 34. Does the CLG use the Secretary of the Interior's Standards for the Treatment of Historic Properties when reviewing alterations to locally designated properties?

- Yes
- No

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

- YES
- NO

Please describe any changes or revisions.

Certified Local Government Annual Report for Fiscal Year 2022 - CITIES

6. PUBLIC PARTICIPATION

The CLG shall ensure, to the maximum extent possible, public participation in the local historic preservation program, including the process of nominating properties to the National Register of Historic Places.

* 36. Does the CLG allow for public comment during posted Preservation Commission meetings?

- Yes
- No

* 37. Please describe any projects, educational programs, and public outreach activities completed during the past fiscal year. Please provide plenty of detail so we can highlight CLG successes!

Certified Local Government Annual Report for Fiscal Year 2022 - CITIES

7. HISTORIC RESOURCES SURVEYS

The CLG shall maintain a system for the survey and inventory of local historic properties that is coordinated with the statewide cultural resources survey process, with technical assistance provided by the National Register Program of the Texas Historical Commission’s History Programs Division.

Historic Resources Survey: A systematic method of documenting historic resources through fieldwork and research. Each historic resource is documented with photographs, maps, and a written description on a form. The THC recommends that the survey be updated approximately every ten years.

Inventory: A list of the properties identified in the historic resources survey. An inventory typically includes an architectural description, date of construction, eligibility for local, state, or federal designation, and priority level for each resource. The THC recommends that the inventory be updated as changes occur.

* 38. Does the CLG maintain a system for the survey and inventory of historic properties?

- Yes
- No

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

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

* 41. Is the inventory regularly updated to reflect alterations, additions, and demolitions impacting historic resources?

- Yes
- No

42. What is the format of survey/inventory photos?

- Printed
- Slides
- Negatives
- Electronic Images
- Other (please specify)

43. Is there historical documentation to go with the surveys such as photos and research?

- Yes
- No

44. Do the surveys include a map showing the locations of the resources?

- Yes
- No

45. Are the historic resources surveys and/or inventories available to the public?

- Yes
- No
- The CLG does not currently have a survey/inventory.

46. Does the CLG have plans to conduct a new or update an existing survey? If so, please list name of the survey and the projected completion date.

Certified Local Government Annual Report for Fiscal Year 2022 - CITIES

8. PARTICIPATION IN THE NATIONAL REGISTER PROCESS PART A

The CLG shall review and comment upon nominations to the National Register of Historic Places for properties within its jurisdiction within 60 days of receiving the nominations from the National Register Program office of the Texas Historical Commission, and submit the city commission’s reports and the recommendations of

the chief elected official of the city to the National Register Program office as to whether the nominated properties meet the National Register criteria.

* 47. In the past fiscal year, has the CLG reviewed a National Register nomination?

Yes

No

Please list the National Register nominations that were reviewed by the CLG.

Certified Local Government Annual Report for Fiscal Year 2022 - CITIES

9. PARTICIPATION IN THE NATIONAL REGISTER PROCESS PART B

The CLG shall review and comment upon nominations to the National Register of Historic Places for properties within its jurisdiction within 60 days of receiving the nominations from the National Register Program office of the Texas Historical Commission, and submit the city commission's reports and the recommendations of the chief elected official of the city to the National Register Program office as to whether the nominated properties meet the National Register criteria.

* 48. Did the CLG submit its recommendation regarding the National Register nomination to the THC's National Register Program, the owner of the property, and the applicant of the nomination?

Yes

No

* 49. Did the CLG host or help host an informational meeting for the public concerning the proposed nomination?

Yes

No

No, proposed nominations were for individual properties, not districts

* 50. Did the CLG provide reasonable opportunity for the public to comment on the National Register nomination? (i.e. at the preservation commission meeting)

Yes

No

Certified Local Government Annual Report for Fiscal Year 2022 - CITIES

10. MONITORING PROPERTIES (STATE AND FEDERAL)

The CLG shall monitor and report to the Texas Historical Commission any actions

affecting any county courthouse, Recorded Texas Historic Landmark, State Antiquities Landmark, National Register property, and any locally designated landmark.

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

- Yes
- No
- Nothing to report

Please describe any issues that affected these properties in FY22.

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

- Yes
- No
- Nothing to report

Please list any Section 106 projects for which comment was provided to the federal agency in FY22.

Certified Local Government Annual Report for Fiscal Year 2022 - CITIES

11. ACQUIRING PROPERTY

* 53. Does the CLG have the authority to acquire property?

- Yes
- No

* 54. 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 FY22?

Certified Local Government Annual Report for Fiscal Year 2022 - CITIES

12. CLG GRANTS

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.

* 55. Did the CLG apply for a FY22 CLG Grant?

Yes

No

56. If no, what prevented the CLG from applying for CLG grant funds?

No clearly defined project

Lack of matching funds

Difficulty of application

Lack of staff time to manage project

Difficulty understanding the application/grant process

Other (please specify)

Certified Local Government Annual Report for Fiscal Year 2022 - CITIES

13. LOCAL PRESERVATION INCENTIVES

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

Facade Grants

Tax Abatements

Tax Exemptions

Low Interest Loans

Other Grants or Loans (Please specify below)

No local incentives

Please list any incentive programs not listed above.

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

Facade Grants	<input type="text"/>
Tax Abatements	<input type="text"/>
Tax Exemptions	<input type="text"/>
Low Interest Loans	<input type="text"/>
Other Grants or Loans	<input type="text"/>

59. Please describe any success stories of property owners using local incentives in the past fiscal year, if any. Example: Lincoln Theater at 123 Main St. sat vacant for 10+ years before being bought and re-purposed as a community center. Initial investment: \$50,000; façade grant: \$15,000.

Certified Local Government Annual Report for Fiscal Year 2022 - CITIES

14. PRESERVATION PLANNING AND FUTURE GOALS

* 60. Does the CLG have a preservation plan, or a community comprehensive master plan that incorporates preservation goals?

- Yes
 No

61. Did the CLG make any revisions or updates to the preservation plan or a community comprehensive master plan during the past fiscal year?

- Yes
 No

Please describe any changes or revisions.

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

* 63. 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.)

64. Please use this space to describe any accomplishments of the CLG in the last fiscal year that are not reflected in the questions above.

*** 65. Certification**

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