Certified Local Government (CLG) Quadrennial Evaluation Form

Name of CLG:  Date(s) of Visit(s):  
Name of HPC:  Evaluation Period:  

A. The local government shall enforce appropriate state and local legislation for the designation and protection of historic properties.  
   - The CLG enforces the local preservation ordinance for the designation of local properties.  
   - Designation decisions of the HPC are consistent with the local ordinance and the Secretary of the Interior's Standards for Identification and Evaluation.  
   - Design decisions of the HPC are consistent with the Secretary of the Interior's Standards for the Treatment of Historic Properties and, if applicable, local design guidelines.  

Comments:  

B. The local government shall maintain an adequate and qualified historic preservation commission (HPC).  
   - The CLG maintains an adequate and qualified HPC, which includes 40% professional members unless such members cannot be recruited.  
   - Résumés have been provided for commission members.  
   - The required expertise is utilized in local design review.  
   - At least one member of the commission attends a SHPO-approved training each year.  
   - The CLG provides minutes of HPC meetings to SHPO.  
   - An Annual Report is timely filed each year.  
   - The HPC meets at least four times per year.  

Comments:
C. The local government shall maintain a system for the survey and inventory of historic properties.
   - The CLG maintains a survey and inventory process consistent with the SHPO's comprehensive historic preservation planning process.
   - The CLG utilizes the SHPO's survey and inventory form or one approved by the SHPO.
   - The CLG provides copies of all completed inventory forms to the SHPO.
   - The CLG's survey and inventory records are organized and accessible to the public.

Comments:

D. The local government shall provide for adequate public participation in the historic preservation program, including the process of recommending properties to the National Register.
   - The CLG provides notice of its meetings to the general public.
   - The CLG allows public participation for all matters scheduled for a public hearing.
   - The CLG keeps on file minutes of meetings where all decisions and actions are taken, including the reasons for making the decisions.
   - If applicable, the CLG carries out review of National Register nominations in accordance with CLG program procedures.
   - If applicable, the required expertise is utilized in reviewing National Register nominations.

Comments:

E. The local government may opt to undertake specific SHPO-delegated responsibilities.
   - Review and Compliance (Section 106)
   - Federal Rehabilitation Income Tax Credit
   - State Rehabilitation Income Tax Credit
   - Historic Preservation Plan

Comments: