



MISSOURI DEPARTMENT OF NATURAL RESOURCES  
DIVISION OF STATE PARKS

**CERTIFIED LOCAL GOVERNMENT (CLG)  
ORDINANCE REVIEW (PAGE 1 OF 4)**

Have you ever served on active duty in the Armed Forces of the United States and separated from such service under conditions other than dishonorable?

☐ YES ☐ NO

RESET

**CERTIFIED LOCAL GOVERNMENT BACKGROUND AND CONTACT INFORMATION**

CERTIFIED LOCAL GOVERNMENT NAME

Jackson

DATE CERTIFIED BY NPS

7/10/2018

DATE OF LAST ORDINANCE REVIEW (IF APPLICABLE)

NAME OF THE HISTORIC PRESERVATION COMMISSION

OFFICIAL CLG CONTACT PERSON

Larry Miller

ADDRESS

101 Court St

CITY

Jackson

STATE

MO

ZIP

63755

TELEPHONE NUMBER WITH AREA CODE

(573) 243-2300

FAX NUMBER WITH AREA CODE

EMAIL

lmiller@jacksonmo.org

Starred items are minimum required local preservation ordinance provisions as identified in item III.A.1 of *Guidelines for Participation in Missouri's Certified Local Government Program*. Local governments must also comply with all unstarred items in order to successfully participate in the CLG program. Ideally, provisions for meeting these requirements should be included in the local ordinance, however, they can be contained within appropriate bylaws, rules of procedure, adopted resolutions, other local legislation, or the certification agreement between the SHPO and the local government.

**REQUIREMENT**

1. ☒ YES ☐ NO

\*Statement of Purpose.

ORDER REFERENCE NUMBER

COMMENTS

2. ☒ YES ☐ NO

\*Establishment of Commission with grant of powers.

ORDER REFERENCE NUMBER

COMMENTS

3. ☒ YES ☐ NO

No fewer than five (5) members.

ORDER REFERENCE NUMBER

64-3

COMMENTS

4. ☒ YES ☐ NO

Members possess demonstrated interest, competence, or knowledge in historic preservation.

ORDER REFERENCE NUMBER

64-3

COMMENTS

5. ☒ YES ☐ NO

Professional members in historic preservation or related disciplines (architecture, architectural history, history, archaeology, planning urban design, cultural geography).

ORDER REFERENCE NUMBER

64-3

COMMENTS

6. ☒ YES ☐ NO

Members appointed by CLG's highest elected official

ORDER REFERENCE NUMBER

64-3

COMMENTS

7. ☒ YES ☐ NO

Terms of office no less than two (2) year duration.

ORDER REFERENCE NUMBER

64-4

COMMENTS

8. ☒ YES ☐ NO

Terms of office staggered.

ORDER REFERENCE NUMBER

64-4

COMMENTS

This is implied by language which creates staggered terms for the first HPC; it is not directly stated for subsequent HPCs.



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**CERTIFIED LOCAL GOVERNMENT (CLG)**  
**ORDINANCE REVIEW (PAGE 2 OF 4)**

REQUIREMENT		
9. <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Action initiated within 60 days to fill vacancies.	ORDER REFERENCE NUMBER 64-4
COMMENTS		
10. <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Meetings held at least four (4) times per year.	ORDER REFERENCE NUMBER 64-4
COMMENTS		
11. <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Meetings held at regular intervals.	ORDER REFERENCE NUMBER 64-6
COMMENTS		
12. <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Meetings open to public; public announcement prior to meeting.	ORDER REFERENCE NUMBER 64-6
COMMENTS		
13. <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Recording of minutes; available to public.	ORDER REFERENCE NUMBER 64-6
COMMENTS		
14. <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Adoption of rules of procedure; available to the public.	ORDER REFERENCE NUMBER 64-6
COMMENTS		
15. <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Ongoing survey effort.	ORDER REFERENCE NUMBER 64-9
COMMENTS		
16. <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	*Procedures for designation of districts.	ORDER REFERENCE NUMBER Article II
COMMENTS		
17. <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	*Procedures for designation of landmarks.	ORDER REFERENCE NUMBER Article II
COMMENTS		
18. <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Standards and criteria for designation.	ORDER REFERENCE NUMBER 64-18
COMMENTS		
19. <input type="checkbox"/> YES <input type="checkbox"/> NO	Consistency with National Register Criteria (encouraged, not required).	ORDER REFERENCE NUMBER
COMMENTS		
20. <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Designation criteria available to the public.	ORDER REFERENCE NUMBER 64-18
COMMENTS		
Available in the ordinance		
21. <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	*Definition of actions reviewed by commission (alteration, relocation, demolition, new construction).	ORDER REFERENCE NUMBER
COMMENTS		
Limited to recognition. This is not compatible with the requirements.		

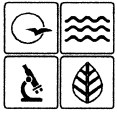


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**CERTIFIED LOCAL GOVERNMENT (CLG)  
ORDINANCE REVIEW (PAGE 3 OF 4)**

**REQUIREMENT**

22. <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	*Standards and guidelines for review of above actions.	ORDER REFERENCE NUMBER
COMMENTS		
23. <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Consistency with the Secretary of the Interior's "Standards for Rehabilitation" (suggested, not a requirement).	ORDER REFERENCE NUMBER 64-70
COMMENTS		
24. <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Review standards available to the public.	ORDER REFERENCE NUMBER 64-70
COMMENTS		
In the ordinance		
25. <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	*Specific time frames for review.	ORDER REFERENCE NUMBER
COMMENTS		
26. <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	*Procedures for appeals of reviews.	ORDER REFERENCE NUMBER
COMMENTS		
27. <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Written notification of commission decisions to interested parties.	ORDER REFERENCE NUMBER
COMMENTS		
28. <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Notification includes specific reasons for decision.	ORDER REFERENCE NUMBER
COMMENTS		
29. <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	HPC review and comment on National Register nominations.	ORDER REFERENCE NUMBER 64-8
COMMENTS		
30. <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Mayor/highest elected official reviews and comments on National Register nominations.	ORDER REFERENCE NUMBER
COMMENTS		
Not listed in the ordinance.		



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**ORDINANCE REVIEW (PAGE 4 OF 4)**

**SUMMARY**

This draft ordinance removes the HPC's capacity to review actions affecting designated properties. It eliminates all references to the Certificate of Appropriateness and the CoA procedure. The design guidelines are retained but without a review process to utilize them. The only review capacity left under this ordinance is, per Section 64-70, the recognition of a property.

This elimination of review capacity does not conform to the Guidelines for Participation in Missouri's Certified Local Government Program Article III (B)(10)(b) "The commission shall be responsible for....reviewing all alterations, relocation, demolition, new construction, or other actions affecting designated properties under the jurisdiction of the CLG." All of Missouri's CLGs need to have, at minimum, the capacity to review actions which affect designated historic properties.

The HPF Grants Manual Chapter 9 (J)(c) requires the chief elected official to comment on National Register nominations. This could be put in the ordinance.

Other changes which do not affect the city's CLG status:

- Removal of alternates (I presume this is due to difficulty finding members)
- Change from only residents on the commission to non-residents who own property in the city. This is practiced by other CLGs.
- Addition of a secretary position and gender-neutral ("chairman" to "chair")
- Addition of option for virtual meetings.
- Addition to remove members who attend less than 50% of meetings per year

MEETS MINIMUM REQUIREMENTS? ☐ YES ☒ NO

**SEND QUESTIONS OR COMMENTS TO:**

MISSOURI DEPARTMENT OF NATURAL RESOURCES  
STATE HISTORIC PRESERVATION OFFICE  
ATTN: CLG COORDINATOR  
P.O. BOX 176  
JEFFERSON CITY, MO 65102-0176

**FOR OFFICE USE ONLY**

REPORT PREPARED BY Andrew Dial	DATE OF REVIEW 6/11/25
TITLE OF PREPARER Community Services Coordinator	MEETS MINIMUM REQUIREMENTS <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO