

# FLORIDA DEPARTMENT *of* STATE

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Department of State / Division of Historical Resources / Preservation /  
Certified Local Governments / CLG Requirements

## Requirements

### REQUIREMENTS FOR PARTICIPATION IN THE CLG PROGRAM

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- Provide the State Historic Preservation Officer with thirty days prior notice of all meetings.
  - Submit minutes of each meeting to the State Historic Preservation Officer within thirty days.
  - Submit records of attendance of the Review Commission to the State Historic Preservation Officer within thirty days after each meeting.
  - Submit public attendance figures for each meeting to the State Historic Preservation Officer within thirty days of action.
  - Notify the State Historic Preservation Officer immediately of all new historic designations or alterations to existing designations.
  - Notify the State Historic Preservation Officer of changes in Review Commission membership within thirty days.
  - Submit amendments to local ordinance to the State Historic Preservation Officer for review and comment at least thirty days prior to adoption.
  - Submit an annual report by November 1 covering previous October 1 through September 30.
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**Rick Scott, Governor**

**Ken Detzner, Secretary of State**

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