The Basic Local Landmark Designation Process

Local Governing Board establishes a preservation commission by adopting a preservation ordinance consistent with state laws (G.S. 160A-400.1 - 400.15).

Preservation Commission conducts an inventory of all potential landmarks within its jurisdiction.

Preservation Commission makes or causes to be made a formal report for each inventoried potential landmark.

Preservation Commission submits the report to the State Historic Preservation Office.

State Historic Preservation Office reviews and provides advisory comments.

Does the report establish the property's historical significance and fully account for its condition/desire of integrity?

Yes: Preservation Commission recommends landmark designation to local governing board.

No: Continue to the next step for no designation.

Public Hearing is held.

Does the report establish the property's historical significance and fully account for its condition/desire of integrity?

Yes: Preservation Commission recommends landmark designation to local governing board.

No: Continue to the next step for no designation.

Local Governing Board approves landmark designation.

Preservation Commission notifies:
1. Owner/occupants
2. City/County tax officials
3. Register of Deeds
4. Town clerk or other
5. Building Inspector

CoA required before beginning work.

Property Owner may claim 50% property tax deferral in each taxing unit (G.S. 105-278).