

**To the Mayor and Members of the City Council****June 3, 2025**

Page 1 of 2

**SUBJECT: HISTORIC AND CULTURAL LANDMARKS COMMISSION**

The purpose of this Informal Report is to provide information on the duties and responsibilities of the Historic and Cultural Landmarks Commission (HCLC) in Fort Worth and how this compares to other cities in Texas. For the purposes of this report, Dallas, San Antonio and Austin have been chosen as comparable cities.

In general, historic commissions in Texas are created and operate in similar ways using Chapter 211 of the Local Government Code. They are a quasi-judicial body that are appointed by City Council with the purpose of protecting and enhancing each city's historic, cultural and archeological heritage. Duties and responsibilities are outlined in each ordinance and include identification and recommendation of designation of historic resources, education of public and elected officials on cultural heritage and review of Certificates of Appropriateness.

**Fort Worth**

The purpose of the Historic and Cultural Landmarks Commission is to serve in the identification, protection, enhancement, and perpetuation of landmarks or districts of historical, cultural, architectural, or archeological significance are necessary to safeguard and promote the economic, cultural, educational, and general welfare of the public.

The Fort Worth HCLC is a quasi-judicial body made up of 11 members appointed by City Council and 4 alternates. Terms for commissioners are every two years, and the commission meets once a month in accordance with the Fort Worth Zoning Ordinance. All members of the HCLC, regardless of background, must have a demonstrated interest, competence and knowledge in historic preservation and planning within the City of Fort Worth. And as nearly as is reasonably possible, the historic and cultural landmarks commission members as a whole shall fairly represent the ethnic makeup of the City of Fort Worth. Whenever feasible, six appointees should be practicing professionals from fields of architecture, landscape architecture, history, architectural history, urban planning, archeology, real estate, law or other disciplines related to historic preservation to remain in compliance with the Certified Local Government program requirements. As of 2025 the City of Fort Worth HCLC has vacancies from District 4 and two alternate positions. Members include professionals with a background in architecture, commercial development, residential development, law, history, and real estate.

**Dallas**

The City of Dallas Landmark Commission is made of 15 members and three alternates and also meet on a monthly basis. Each city council member appoints one member to the commission. Similar to HCLC, members of the Dallas Landmark Commission, including alternates, must include at least 6 members employed as a real estate developer with experience in re-development of commercial historic properties, architect, historian, urban planner, landscape architect, and real estate appraiser. All members, regardless of their background, must demonstrate experience in historic preservation and outstanding interest in the historic traditions of the city and have knowledge in the fields of history, art, architecture, architectural history, urban history, city planning, urban design, historic real estate development, or historic preservation.

**To the Mayor and Members of the City Council****June 3, 2025**

Page 2 of 2

**SUBJECT: HISTORIC AND CULTURAL LANDMARKS COMMISSION****San Antonio**

The City of San Antonio Historic and Design Review Commission consists of 11 members and 11 alternate members who are appointed by the mayor and city council and meets twice a month. Like Fort Worth, all members shall have a demonstrated interest, competence or knowledge in historic preservation. Per their code, preference shall be given to the following disciplines or backgrounds: preservation related professions defined by the National Park Service (Architecture, History, Architectural History, Planning, Prehistoric and Historic Archaeology, Folklore, Cultural Anthropology, Curation, Conservation, and Landscape Architecture.); real estate; economic development; law; engineering; or neighborhood representative serving as a citizen at large. Members of the commission shall also represent the general ethnic and gender makeup of the community.

**Austin**

The City of Austin Historic Landmark Commission consists of 11 members who are appointed by City Council and also meet monthly. Their code states that members should have a knowledge of and experience in architectural, archaeological, cultural, social, economic, ethnic or political history of the City and a demonstrated interest or competence in or knowledge of historic preservation. Council may consider appointing: a Heritage Society of Austin board member; an architect registered in the State of Texas; a person who meets the Secretary of the Interior's professional standards for expertise in "history" or "architectural history" as described in Code of Federal Regulations Title 36, Chapter I, Part 61; an attorney licensed by the State of Texas; a real estate professional; a structural engineer; the owner of a residential historic landmark; and the owner of a commercial historic landmark.

For more information on the Historic and Cultural Landmarks Commission, please contact Lorelei Willett, Historic Preservation Officer, Development Services, at 817-392-8015.

**Jesus "Jay" Chapa  
City Manager**