

## National Register of Historic Places Nomination Process

### INTRO TO NATIONAL REGISTER

The **National Register of Historic Places (NRHP)** is the official, national list of properties considered important to our past and worthy of preservation. To be formally listed in the NRHP, a property must be significant under standards set forth by the **National Park Service (NPS)**. A property must also retain sufficient integrity in order to convey its significance.

The NPS created and manages the NRHP program in partnership with the **State Historic Preservation Offices (SHPO)**, and each state's **Historic Sites Review Board (HSRB)**.

The **SHPO** helps applicants through the process, evaluates prospective properties for historic significance and program eligibility, identifies character defining features, and reviews each nomination to be sure it meets the technical and substantive requirements for listing in the National Register. The HSRB is a state advisory board that reviews all final NRHP nominations for accuracy and adequacy. Currently, the HSRB meets once annually to review nominations.



**Institute Canal Company Pump House, Weiser**

Any person may nominate a property for inclusion in the National Register, provided the property meets the requirements of the program.

**If you are interested in learning more about the program, please contact the State Historic Preservation Office at 208-488-7468.**



**Drift Inn, Rupert**

### LISTING IN THE NRHP DOES

- Identify historic buildings, structures, or sites that are of local, state, or national importance
- Provide honorific designation for a property
- Increase public awareness and appreciation for historic properties
- Provide archival and research documentation for historic properties
- Allow for tax incentives for the rehabilitation of qualifying historic, income-producing buildings
- Provide a certain degree of protection for historic properties affected by federal action (licenses, permits, funding, or lands)
- Help qualify a property for certain grant programs

### LISTING IN THE NRHP DOES NOT

- Restrict the rights of private property owners to change or dispose of their property in any way – up to and including demolition
- Automatically provide grants or low interest loans for a property
- Require that historic properties be rehabilitated once listed/or restore historic properties if damaged
- Require property owners to open their property for public visitation at any time
- Guarantee the preservation of historic properties

### FOR MORE INFORMATION CONTACT:

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(208) 488-7468

## National Register of Historic Places Nomination Process

### TO BEGIN

A "National Register of Historic Places Registration Form" (10-900), is to be completed and submitted to the Idaho State Historic Preservation Office at 210 Main Street, Boise, ID 83702. **The deadline to submit complete first drafts of nominations is October 15<sup>th</sup> of each year.**



**Carnegie Library, Lewiston**

**Incomplete nominations** are returned to the preparer with comments for completion or correction.

**Complete nominations**, in an acceptable format, will be scheduled for consideration at the earliest possible HSRB meeting. The HSRB meets once annually the first Saturday of June. Locations vary throughout the state.

The SHPO will finalize preparation of nominations for the HSRB agenda. **Final nomination drafts** are forwarded to the HSRB two weeks prior to the meeting.



**Downtown Kendrick, Latah Co.**

### LOCAL GOVERNMENTS

Certified Local Governments (CLGs) review any nominations proposed within their jurisdiction. CLGs must submit a letter regarding their review of the nomination and support for or against listing.



**Payette Lakes Club, McCall**

### HISTORIC SITES REVIEW BOARD

The HSRB meets annually the third Saturday in May. When a nomination is scheduled before the Board, the preparer, local governments, and all property owners are notified 30 days in advance as to the date, time, and location of the meeting.

Property owners, or partial property owners, may object to the listing of their property in the NRHP by submitting a notarized letter to the SHPO that certifies they are the owner of the property and that they object to listing. If a majority of property owners within a proposed historic district object, the property cannot be formally listed in the NRHP. Each property owner gets one vote, regardless of how many parcels they may own.

If the **HSRB** determines that the nomination meets program criteria and requirements, the nomination is sent within 90 days to the Keeper of the Register, in Washington, D.C., along with any written comments submitted (according to regulations) that are received before or during the Board meeting.

The Keeper has **45 days** from date of receipt of nomination to act. The Keeper can list the property in the National Register, issue a "determination of eligibility," reject the property for listing, or return the nomination for additional information or clarification.

The Keeper notifies the SHPO of the listing in the National Register of Historic Places. Then, the SHPO notifies all property owners and elected local officials of the designation.