



# National Register of Historic Places Nomination Deadline Calendar

Revised: January 19, 2024

A National Register of Historic Places nomination is complex set of materials and preparing one can be a lengthy process that typically takes between twelve (12) and eighteen (18) months. A nomination typically goes through several drafts and reviews before it is ready to be presented to the State Historic Preservation Review Board. We encourage you to plan for a minimum of two drafts. The time required for SHPO reviews can be shortened by reviewing and using applicable NPS and SHPO guidance and by submitting a “technically and professionally correct and sufficient” nomination. We encourage all preparers to make use of [General Guidance and Requirements for National Register of Historic Places Nominations in Michigan](#) when preparing a nomination and reference that document throughout the nomination process. Complete nomination packages **must be received by 4:00 pm** on the respective deadline date noted below.

SHPO requires complete and final nominations to be submitted **ninety (90)** calendar days before a State Historic Preservation Review Board meeting for Certified Local Government (CLG) communities, and **seventy-five (75)** calendar days before a Review Board meeting for non-CLG communities. This schedule allows for final SHPO review, SHPO notification to required parties in accordance with federal regulations, and transmittal to the board. Deadline dates below are for **complete** nominations, **not drafts**.

A complete nomination package is one that has been reviewed and approved by SHPO staff and includes all items described in the [National Register of Historic Places Nomination Package Checklist](#), available at the National Register page of the SHPO website, [www.michigan.gov/nrhp](http://www.michigan.gov/nrhp).

Nominations are generally reviewed in the order received. If a nomination arrives on a deadline date and is not complete, it will be returned to the preparer and will not be placed on the review board agenda. Complete and accepted nominations received by the SHPO are scheduled for the first possible meeting of the board. When the seventy-fifth or ninetieth day falls on a weekend day, the deadline date is the next business day.

Review Board Meeting Date	CLG Communities	Non-CLG Communities
	<i>Submission Deadline</i>	<i>Submission Deadline</i>
May 17, 2024	February 17, 2024	March 4, 2024
September 20, 2024	June 24, 2024	July 8, 2024
January 17, 2025	October 21, 2024	November 4, 2024
<i>May 23, 2025</i>	February 24, 2025	March 10, 2025
<i>September 19, 2025</i>	June 23, 2025	July 7, 2025
<i>January 23, 2026</i>	October 27, 2025	November 10, 2025

Notes: *Italics* indicate tentative meeting dates. Meeting dates are set by the board at the first meeting of each calendar year; Deadline dates are the first business day after 75 or 90 days when the 75th or 90th day falls on a weekend or holiday.