



State Historic Preservation Review Board Meeting Deadline Calendar for National Register Nominations

Revised: January 17, 2025

Review Board Meeting Date	CLG Communities	Non-CLG Communities
	<i>Submission Deadline</i>	<i>Submission Deadline</i>
Friday, May 30, 2025	March 3, 2025	March 17, 2025
Monday, September 22, 2025	June 24, 2025	July 9, 2025
Friday, December 12, 2025	September 8, 2025	September 29, 2025
<i>Friday, April 17, 2026</i>	January 19, 2026	February 2, 2026
<i>Friday, August 21, 2026</i>	May 25, 2026	June 8, 2026
<i>Friday, December 11, 2026</i>	September 14, 2026	September 28, 2026

Notes: *Italics* indicate tentative meeting dates. Meeting dates for 2026 will be established at the December 12, 2025, meeting; Deadline dates are the first business day after 75 or 90 days when the 75th or 90th day falls on a weekend or holiday.

A National Register of Historic Places nomination is a complex set of materials and preparing one can be a lengthy process that typically takes between twelve (12) and eighteen (18) months. A nomination often goes through several drafts and reviews by SHPO staff before it is ready to be presented to the State Historic Preservation Review Board. We encourage you to plan for 45-60 days of SHPO review time per draft. Nominations typically require two or more drafts (historic districts typically require more work and additional drafts) before they are complete. 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. Several documents and links can be found at www.michigan.gov/nrhp. We encourage all preparers to contact SHPO staff with questions as soon as they arise and to make use of [General Guidance and Requirements for National Register of Historic Places Nominations in Michigan](#), Michigan’s guide to the National Register program, 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 above 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.

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 meeting agenda. Complete and accepted nominations received by SHPO are scheduled for the first possible meeting of the board, unless the agenda is full, in which case the completed nomination will be placed on the agenda of the subsequent meeting.