

News You Can Use
Information for SHPO National Register (NR) Staff
October, 2009

- **State Review Boards – Alternative Procedures**

The 1999 revisions to 36 CFR 61 provided State Historic Preservation Offices with increased flexibility in carrying out certain National Register nomination procedures within the framework of 36 CFR Part 60. The following FAQs provide guidance and clarification on the implementation of some of these procedures.

Q. How many Review Board Meetings must a State hold each year?

A. A minimum of one meeting must be held each fiscal year.

Q. Must every meeting of the Review Board be held in person?

A. No. The regulations allow a number of options to in-person, face-to-face meetings, including telephone conferencing and live video conferencing. In addition, under special circumstances alternative procedures may be developed for obtaining Review Board recommendations without the normal public discussion of the merits of the nomination among Review Board members, through either electronic or written polling.

Q. Must alternative Review Board meeting procedures be approved by the National Park Service?

A. Yes, NPS approval of such procedures will be based on satisfactory evidence that:

- all notification requirements under 36 CFR 60.4 will be completed as required;
- the procedures will be implemented with only non-controversial nominations;
- the procedures require prior written acceptance by all property owners and the chief elected local official of consideration of the nomination by the review board without a face-to-face meeting;
- the review board members will be provided copies of the nomination and sufficient time to evaluate the nominations under consideration;
- copies of the nominations will be available to the public for review;
- there is a systematic method for recording and documenting the opinions of the review board members regarding the eligibility of the property; and
- the grounds for terminating such expedited review procedures are explicitly specified.

Approval can be made on a case by case basis, or for permanent State alternative procedures.

Q. Can we use remote polling of the Review Board members as an alternative to meeting in person?

A. Yes. As long as the system provides for the requirements noted above and the nominations are of a noncontroversial nature.

Q. Can States assign nomination notification responsibilities to other parties?

A. Yes. The regulations provide that an SHPO may seek assistance in meeting the notification responsibilities under 36 CFR Part 60 by entering into cooperative agreements with any party, including statewide non-profit organizations, certified local governments, local or regional planning agencies, municipalities, or other interested parties. Such agreements must specify the exact responsibilities to be carried out in order to meet the NR program regulations.

Q. Can a Certified Local Government (CLG) assist a state in carrying out its NR nomination responsibilities?

A. Yes. A CLG can be authorized to take over the owner notification responsibilities for pending nominations as well as having the CLG's local commission authorized to act on behalf of the State Review Board, if endorsed by the SHPO in a written agreement. Any such arrangements will be developed at the SHPO's discretion with the full support of the involved CLG. Regardless of the delegation of work, the SHPO remains the final nominating authority under the regulations.

Questions regarding the materials can be directed to Paul Lusignan at 202-354-2229, or Paul_Lusignan@nps.gov.

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- **Cultural Resources Diversity Internship Program** is seeking projects to co-sponsor for Summer 2010. Application deadline is November 30, 2009. Cost: \$5,679 for a 10 wk, paid internship. Contact: Turkiya Lowe at 202-354-2266, or turkiya_lowe@contractor.nps.gov

<http://www.nps.gov/history/crdi/internships/hostsponsor.htm>

- **Weatherization Guide for Older and Historic Buildings - Interactive Guide:**

<http://www.preservationnation.org/issues/weatherization/>

- The Community Restoration and Revitalization Act – Proposed Amendments to the Federal Rehabilitation Tax Credit:

<http://www.preservationnation.org/issues/rehabilitation-tax-credits/federal/proposed-amendments.html>

- **UTMs! Keep it simple.**

Properties with less than 10 acres need only one UTM Reference Point. Check out "Guidelines" on page 55, National Register Bulletin, *How to Complete the National Register Form*.