



BECOMING A NATIONAL REGISTER HISTORIC DISTRICT

The National Historic Preservation Act of 1966 assigns the National Register of Historic Places a central role in recognizing buildings, sites, districts, structures, and objects significant in American history, archeology, architecture, engineering, or culture, and identifying them as worthy of preservation.

The information below outlines the steps to becoming a National Register Historic District.

INTERESTED IN BECOMING A NATIONAL REGISTER HISTORIC DISTRICT?

1. Historic Resources Survey.

All preservation activities begin with knowing what historic resources exist. What exactly is a historic resources survey? A survey consists of collecting and recording information about existing historic resources 40 years old or older within a given area. Typical survey information includes an architectural description of the resource, photographs, and field notes on its age, history, setting, and geographical location. With this, the National Register historic district eligibility can be determined.

2. Determination of Eligibility.

Once a historic resource survey is completed the information along with a Preliminary Eligibility Application found on the Georgia State Historic Preservation Office website <http://georgiashpo.org/nominationprocess> will be sent to the Georgia State Historic Preservation Office. The information provided to the Georgia State Historic Preservation Office within this document will help them determine whether they believe the district is eligible for nomination to the National Register of Historic Places.

3. The Nomination Process.

Once determined eligible, the next step is to fill out the application form which can also be found at <http://georgiashpo.org/nominationprocess>. Here the applicant can find The Packet for Nominating Historic Districts to the National Register of Historic Places. The packet provides a step-by-step outline as well as guidance on how to fill out the form along with the information needed to document a property to National Register standards.



4. Review by Historic Preservation Division.

The state level review process begins when a completed nomination form is received by the Historic Preservation Division (HPD). The HPD staff reviews proposed nominations and is charged with determining whether the district is properly documented and whether it appears to meet the National Register Criteria for Evaluation. If determined complete and no other information is needed the nomination, with the review by the HPD, will be scheduled for review by the Georgia National Register Review Board.

5. Georgia National Register Review Board.

The Georgia National Register Review Board meets twice a year – in the fall and spring. During the meeting, HPD's National Register staff formally presents the nomination to the board. The board then formally votes on whether the proposed nomination appears to meet the National Register Criteria. For most proposed nominations, the board votes in favor and the nomination goes to the next step in the process. The board's role is advisory and the decision to forward a proposed nomination to the National Register rests with the state historic preservation officer or his/her designated authority. In Georgia, these decisions are made by HPD's Division Director.

6. Listing on the National Register.

The completed nomination form is reviewed and signed by the HPD's Division Director and sent to the Keeper of the National Register at the National Park Service, U.S. Department of the Interior, in Washington, DC. Once received, the Keeper has a 45-day review period. At the end of the 45-day review period, the Keeper of the National Register determines whether the proposed nomination meets the National Register Criteria and has been adequately documented. If it meets these requirements, the nomination is officially listed in the National Register of Historic Places and an announcement is posted on the National Register's weekly list.

Questions? Please contact:

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City of Savannah National Register of Historic Places LISTED AND ELIGIBLE HISTORIC DISTRICTS

