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Best Practices Review

Substantive and technical guidance for the historic preservation community

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Featured Topic: Working with Digital Location Maps

Introduction

A National Register of Historic Places (National Register) or National Historic Landmark (NHL) nomination package must include geographical information for the property. One way this information is submitted is through location maps that supplement the nomination form. These maps illustrate and verify the coordinates and the verbal boundary description presented in the nomination.

A location map is required for all National Register and NHL nominations and is described in both *National Register Bulletin: Completing the National Register Registration* (Form Bulletin) and *NHL Bulletin: Guidelines for Preparing National Historic Landmark Nominations* (NHL Bulletin). As suggested by its name, the location map locates a property relative to a larger land area, such as a United States Geographic Survey (USGS) quadrangle. (A note on terminology: National Register guidance uses the term "geographical map" instead of "location map." In this publication, "location map" is synonymous with "geographical map.")

For many years, location maps for nominations were prepared by hand-drawing the boundary and writing coordinates on USGS topographic maps. Because these paper maps were developed following consistent standards, critical spatial information was readily identified and uniformly understood by all preparers.

Today, preparers of all skill levels have many options for generating digital maps. While the medium has changed from paper to digital, the requirements have not. The same core standards that ensured clarity, accuracy, and consistency for paper maps remain essential in digital formats. The elements of a digital location map discussed in this issue are necessary to maintain those standards and to ensure this spatial information can be accurately and reliably communicated across platforms.

This issue of *Best Practices Review* discusses the existing requirements for location maps for National Register and NHL nominations and explores the process for creating digital maps.

The following topics are covered in this issue:

- Understanding the location map
- Preparing a location map
- Using a location map in lieu of a verbal boundary description
- Using mapping platforms and GIS data
- Submitting a location map

Note that nominations for historic districts and other complex properties must also include a sketch map that graphically presents a property's details, such as buildings, structures, objects, vegetation, and landforms. In addition to the required location map, a nomination may also require additional supporting drawings (site plans, floor plans, photograph keys, etc.) that provide more detailed information about a property's character, significance, and integrity. Although this *Best Practices Review* focuses on location maps, these other maps and drawings may be the subject of a future *Best Practices Review*.

Understanding the Location Map

A location map conveys the following information:

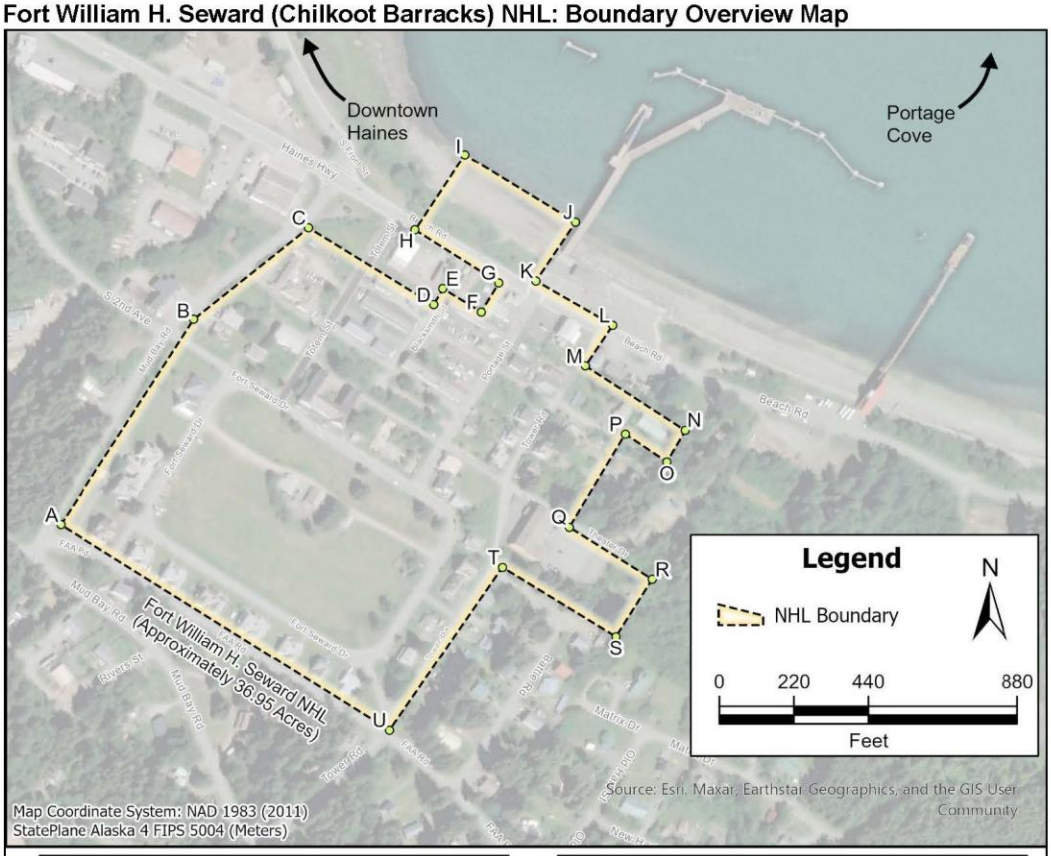
- the location of the property in its larger geographic context, with reference to known features;
- the coordinates listed in the "Geographical Data" section of the nomination form; and
- the boundary of the nominated area (for exceptions, see the "Boundary" discussion, below).

Including an additional map that illustrates the nominated property's location in a wider geographic context, such as in relation to the city, county, or state, is encouraged but is not required.

For example, Fort William H. Seward NHL (72000190) in Haines, Alaska, was the subject of a boundary change, name change, and updated documentation in 2024. Designated an NHL in 1978 under NHL Criterion 1 (Events and Broad Patterns) with a period of significance of 1902 to 1945, Fort William H. Seward is the most intact remaining example of the twelve military forts that were constructed during the Alaska gold rush of the late nineteenth and early twentieth centuries.

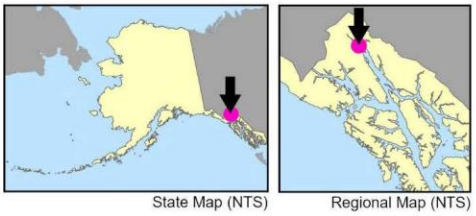
As part of this updated NHL nomination package, a location map was created that precisely details the boundary of the entire nominated property. It includes reference to known features such as Portage Cove and downtown Haines, as well as the list of coordinates. The preparer also added inset maps showing the location of the district in statewide and regional contexts.

Fort William H. Seward (Chilkoot Barracks) NHL: Boundary Overview Map



Boundary Vertex	Longitude (dd) Latitude (dd)
A	135.447231434W 59.227309141N
B	135.444502174W 59.228681443N
C	135.442438339W 59.229195293N
D	135.440794880W 59.228376549N
E	135.440598469W 59.228486574N
F	135.440094535W 59.228237783N
G	135.439724197W 59.228434525N
H	135.440822674W 59.228993431N
I	135.439806846W 59.229496331N
J	135.438350601W 59.228773686N
K	135.439153317W 59.228384647N
L	135.438132268W 59.227904765N
M	135.438689952W 59.227634404N
N	135.437386781W 59.226955342N
O	135.437774277W 59.226742792N

Boundary Vertex	Longitude (dd) Latitude (dd)
P	135.438313643W 59.227034206N
Q	135.439482440W 59.226402778N
R	135.438397245W 59.225852306N
S	135.439145565W 59.225467490N
T	135.440639867W 59.226207519N
U	135.442916112W 59.225127541N



Map 2. Boundary overview map of the Fort William H. Seward (Chilkoot Barracks) NHL and corresponding vertex coordinates.

Fort William H. Seward (Chilkoot Barracks) NHL (updated documentation), Haines, Alaska, location map.

Preparing a Location Map

As a best practice, all of the following elements should be included on the location map.

- **Boundary**
- **Coordinates**
- **Identifying Information**
- **North Arrow**
- **Scale**
- **Spatial Reference**
- **Sources**

Including these elements ensures that the standards recognized for paper maps are maintained when using modern digital practices. Best practices for incorporating each of these elements into a map are described below.

- **Boundary**

Location maps should graphically illustrate the property's boundary with a polygon. The boundary must be instantly distinguishable from the rest of the map and should correspond with the verbal boundary description, which gives the precise boundaries of a historic property.

Because of the difficulty of drawing a boundary for a small property on a small-scale paper USGS quadrangle map, the guidance in the National Register's Form Bulletin does not require preparers to draw the boundary for National Register properties less than ten acres (Form Bulletin, p. 63). However, because digital mapping programs allow preparers to adjust the scale of the location map, it is now possible to readily draw the boundary on a location map even for small properties, and it is a best practice to do so even for properties under 10 acres. Showing an actual boundary—rather than a single point in the center of the property—on a location map improves the quality of the geographic data and makes it easier to resolve questions about the extent of a nominated property's boundaries.

For example, the Federal Building and U.S. Courthouse (100013293) in Lubbock, Texas, was listed in the National Register in 2026 for its architectural significance at the state and local levels in the contexts of New Formalism and federal building design. The nomination's authors included a location map showing the boundary of the property, even though it is only 3.2 acres.

- **Coordinates**

Coordinate pairs are sets of two numbers, such as latitude and longitude, used to pinpoint an exact location on the Earth's surface or a flat map. National Register and NHL guidance offers a number of methods for locating the nominated property using coordinate points. Some of these methods are discussed below, supplemented with best practices made possible by the digital mapping platforms currently available.

Either latitude and longitude or UTM coordinates must be provided, but not both. Both the National Register and NHL programs prefer that preparers use latitude and longitude coordinates to six decimals. Coordinate pairs must be listed in the Geographical Data section of the nomination forms and the points must be shown

United States Department of the Interior
National Park Service / National Register of Historic Places Registration Form
NPS Form 10900 OMB No. 10240018

Federal Building and U.S. Courthouse
Name of Property

Lubbock County, TX
County and State

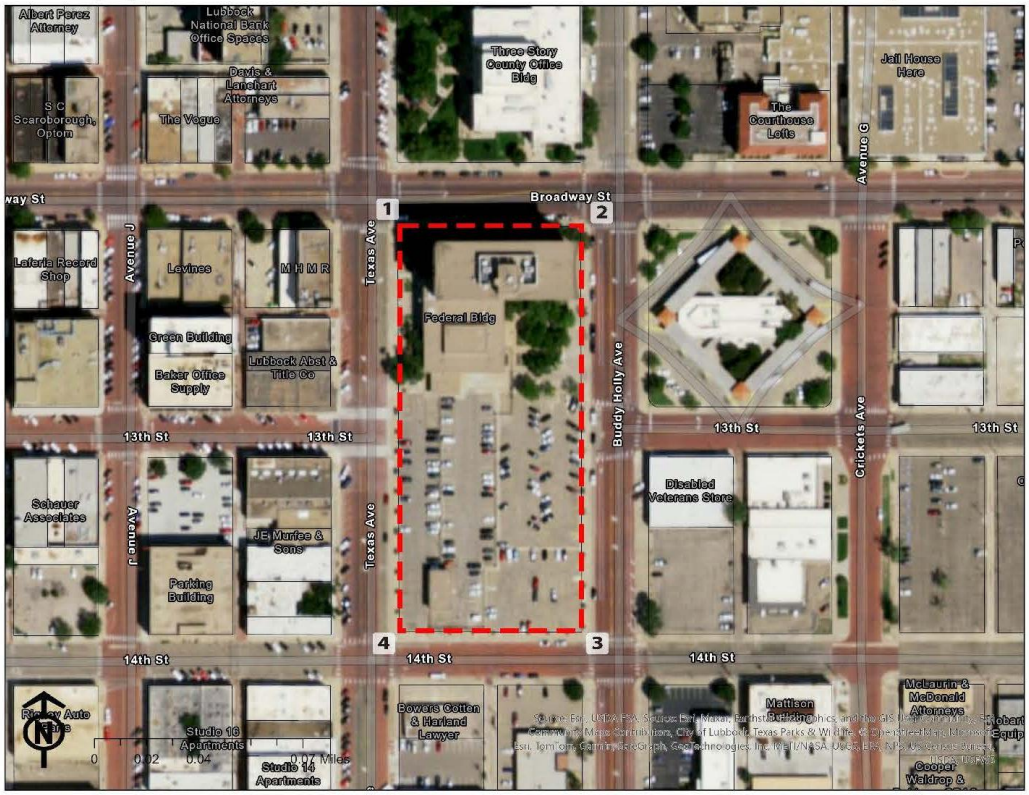


Figure 3. Aerial image with subject property annotated. Scale 1:1,000 (USGS/ESRI)

Federal Building and U.S. Courthouse, Lubbock, Texas, location map

or labelled on the location map. The coordinate pairs may also be listed in a "coordinate inventory" on the map.

Coordinate pairs should be listed beginning at the northwest corner of the boundary polygon and then moving clockwise. In National Register nominations, coordinate pairs should be numbered (Points 1, 2, 3, etc.). In NHL nominations, list coordinate pairs alphanumerically (Points A, B, C, etc.).

For the greatest accuracy and clarity in conveying the boundary of a property, a best practice is to place a coordinate point at each vertex (corner or change in direction) of the boundary. For example, the location map for Fort William H. Seward NHL, discussed above, includes coordinate points at each vertex of the boundary. As discussed in more detail below for complex and large boundaries, consider recording noteworthy vertices that, when connected, encompass the entirety of the property's boundary.

All coordinates should be placed along the boundary of a property, with the exception of center points for small properties (the next bullet point discusses placing coordinates for small properties). The National Register's Form Bulletin (p. 63) directs preparers using USGS paper maps to draw a polygon—commonly referred to as a bounding box—that encompasses the boundary of the nominated property, then label each

vertex of that polygon with a coordinate point. Over the years this guidance has been interpreted to allow preparers to provide coordinate points that are located outside of the nominated property boundary. However, this practice is discouraged when using digital mapping programs since these programs can identify precise coordinate points on the boundary.

As discussed at the following bullet points for Small Properties, Discontiguous Districts, Properties with Irregular or Complex Boundaries, and Linear Properties, certain types of properties have specific best practices for mapping coordinates. A best practice for the verbal boundary description is to include a sentence explicitly identifying whether coordinate points are provided for every vertex, major vertices, center point, or center line (for linear properties).

- **Coordinates for Small Properties**

National Register guidance permits the use of a single coordinate pair (a point) at the center of the property for properties less than 10 acres (Form Bulletin, p. 63). However, given the widespread availability of digital mapping applications, preparers are encouraged to provide a polygon and include coordinate points for each vertex for all properties that are *more than one acre*.

For example, the location map for the Federal Building and U.S. Courthouse in Lubbock, Texas (discussed above) not only depicts the boundary of the 3.2-acre property but also specifies coordinates for each of the four corners of the boundary.

- **Coordinates for Discontiguous Districts**

The location map for discontiguous districts should depict each area of the district on the map and include coordinates for each separate area. Again, a best practice is to provide coordinates for each vertex of the boundary for each area no matter the size of the area.

- **Coordinates for Properties with Irregular or Complex Boundaries**

When a property has a large or complex boundary, it may be impractical for preparers to provide coordinates for every vertex. In such cases, preparers should provide coordinates for major vertices; just what constitutes a "major vertex" will rest on the judgement of the preparer and the nature of the property. When the outermost vertices are connected with straight lines, the resultant polygon should encompass the entire property; nevertheless, the boundary should be accurately drawn on the location map, even if each directional change is not assigned coordinates.

For example, the Shoal Creek Club (100008439) in Shelby County, Alabama, listed in the National Register in 2022, has a complex boundary. The Shoal Creek Club golf course became the focal point of controversy in 1990 when the club, which at that time did not admit Black members, hosted the PGA golf championship. The property met Criteria Consideration G for its exceptional significance in the history of racial integration of private golf courses nationwide.

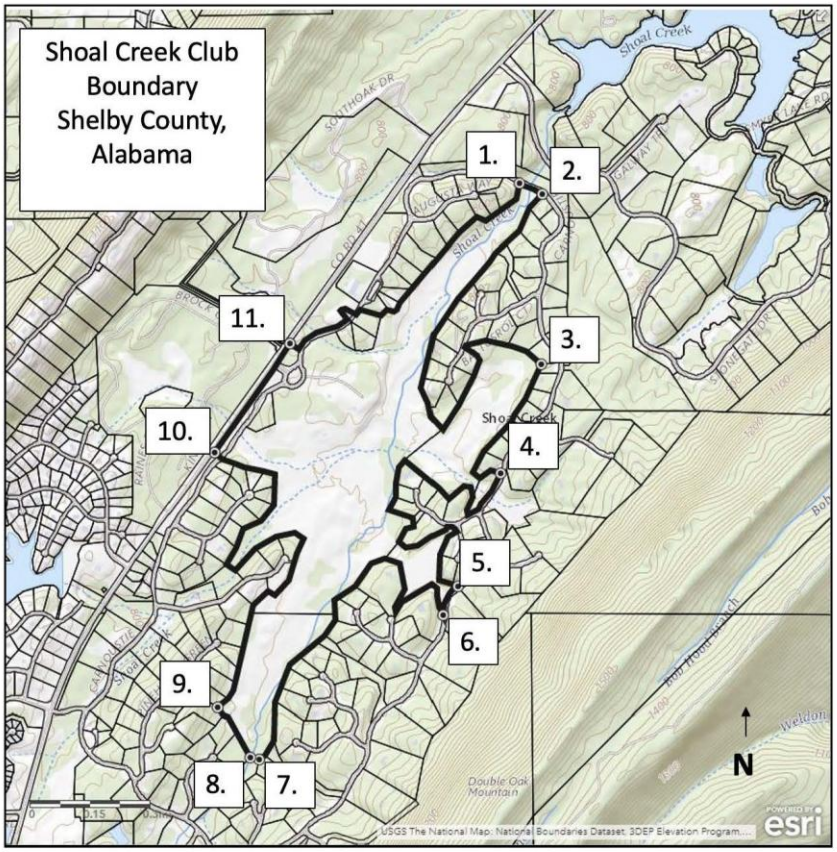
Because the golf course's boundary is so complex, with many small changes in direction, it was not realistic to provide coordinates for every vertex. The preparer drew the property's full National Register boundary on the map but provided coordinates only for eleven points at the outer edges of the property's boundary. When connected, these points encompass the National Register boundary and are sufficient to provide the location of the listed district.

United States Department of the Interior
National Park Service / National Register of Historic Places Registration Form
NPS Form 10-900 OMB Control No. 1024-0018

Shoal Creek Club
Name of Property

Shelby County, Alabama
County and State

Location Map – Boundary Coordinates
Datum: WGS84



1. Latitude: 33.44618 Longitude: -86.605224
2. Latitude: 33.445754 Longitude: -86.604237
3. Latitude: 33.439666 Longitude: -86.604323
4. Latitude: 33.435691 Longitude: -86.606082
5. Latitude: 33.431608 Longitude: -86.607928
6. Latitude: 33.430605 Longitude: -86.608571
7. Latitude: 33.425376 Longitude: -86.616468
8. Latitude: 33.425519 Longitude: -86.616897
9. Latitude: 33.427238 Longitude: -86.618356
10. Latitude: 33.436479 Longitude: -86.618442
11. Latitude: 33.440419 Longitude: -86.615153

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Shoal Creek Club, Shelby County, Alabama, location map

- **Coordinates for Linear Properties**

For linear properties whose boundaries do not extend beyond the linear resource itself, such as a canal, roadway, or rail line, a best practice for the location map is to place coordinates along a center line, marking the endpoints and major directional changes.

- **Identifying Information**

All maps should include the following identifying information:

- ✓ map title
- ✓ address (if applicable)
- ✓ property name
- ✓ full date of map creation
- ✓ legend (or map key)

- **North Arrow**

A north arrow displays the map orientation and is required on all location maps. Depending on the information mapped, the preparer may choose to utilize a cartographic (map/grid) north arrow or cardinal (true) north arrow.

- **Scale**

A scale conveys the relationship between the size of the resources that are depicted on the map and their actual size on the ground.

- ✓ **Scale Bar:** A scale bar is an element used to visualize the distance between mapped features and is expressed in measured increments such as feet or miles.

- ✓ **Fractional (Map) Scale:** A fractional scale represents the relationship between an area on a map and its corresponding area on the ground. Fractional scales are expressed as a ratio such as "Scale 1:200."

A Note on Using Aerial Imagery

Aerial imagery can vary in detail and quality. Recording the resolution of aerial imagery is important to understanding a map's scale when imagery is used as a background or base (typically referred to as a "basemap") for the location map. Resolution is measured by the area of the ground depicted within each pixel of an image such as "50 cm per pixel" or as "30 m."

- In most cases, the resolution may be recorded in the file properties of the map image if the print or export function is used.
- If this information is inaccessible, ensure the originating source of the image used as a basemap is clearly defined on the location map. The discussion at "Sources," below, provides guidance for documenting sources.

If the basemap is not aerial imagery, such as a topographic map, resolution is not an applicable requirement.

On web browser maps, most scales are dynamic and will change depending on how the user zooms in and out of the image. If no map scale or scale bar are available, the preparer should record what information is available, which may include image resolution.

- **Spatial Reference**

The map's spatial reference information conveys its position relative to the ground and provides locational precision.

- ✓ **Datum:** A map datum (e.g., NAD83 or WGS84) provides a reference frame for establishing coordinates on maps. Most online mapping platforms will be in WGS84 unless otherwise specified.

- ✓ **Geographic Coordinate System:** Using the datum as a frame of reference, the coordinate system provides a grid over the Earth's surface for use in plotting locations using latitude and longitude coordinates. The coordinate system and the datum may often be the same thing (e.g., NAD83), or they may be more specific to a geographical area. For example, the location map for the updated NHL documentation for Fort William H. Seward, discussed above, uses NAD 1983 State Plane Alaska, as noted in the bottom left corner of the map.

- ✓ **Map Projection:** Projections (e.g., Mercator) are methods of representing the curved surface of the Earth on a two-dimensional map. Though all maps will have a datum and geographic coordinate system, not all maps will have projections.

The map datum must be provided in the Geographical Data section of the nomination form and on the map image. If the digital mapping platform provides the coordinate system or projection of the map, that spatial reference information should be included.

Many online products may adjust coordinate systems according to your current location if location services are turned on. A best practice is to turn off location services when making a map using an online mapping platform.

- **Sources**

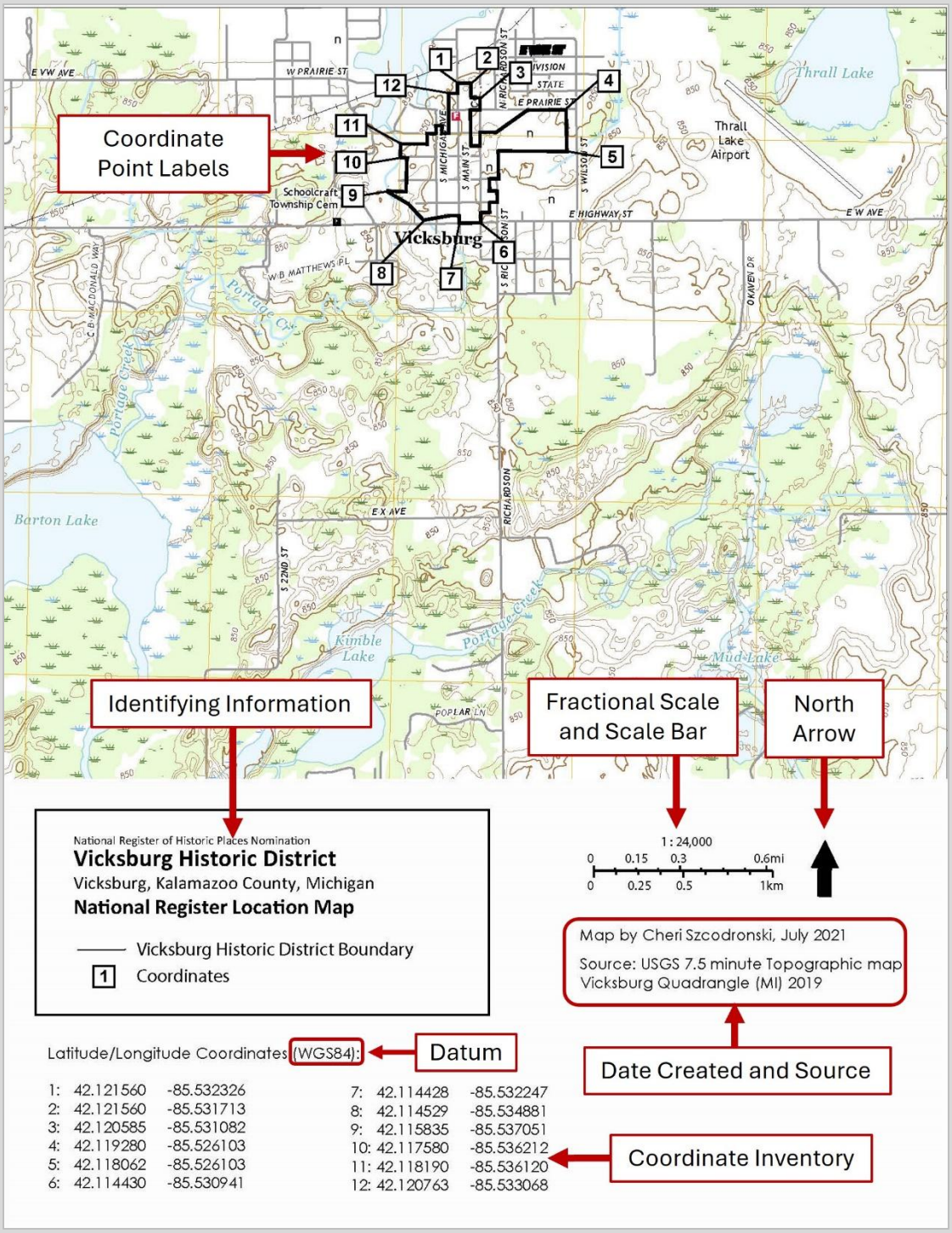
The source of the data or map backgrounds (basemaps) should always be shown on the map. Below are examples of typical sources.

- ✓ **Mapping Platform:** Provide the name or type of mapping software that was used to create the map (e.g., Google Earth, Carto, ArcGIS Online, etc.) and/or the website used to generate the map (e.g., county mapping tool).

- ✓ **Basemaps:** Identify the background of the map (e.g., topographic, aerial imagery, elevation, etc.). Note that the guidance above includes instructions for providing the aerial imagery resolution if aerial imagery is used for the basemap.

- ✓ **Data:** Cite the source for any points, lines, and polygons not created by the preparer that mark the boundaries and locations of resources on the map (e.g., parcel data downloaded from a county tax assessment website or data obtained from a city or private company).

To ensure that source information is displayed, use the "Export Map" or "Print Map" function in digital mapping programs instead of using a screenshot or snipping tool.



Vicksburg Historic District, Vicksburg, Kalamazoo County, Michigan, location map with annotations.

The location map accompanying the 2022 National Register nomination for the Vicksburg Historic District (100007671) in Vicksburg, Michigan, illustrates best practices for including coordinate point labels, identifying information, a north arrow, scale, spatial reference information, and sources on a digitally created location map. Labelled on this map are coordinate points at major vertices that follow the boundary (see the discussion above for selecting coordinates for complex boundaries). Historically, Vicksburg was a locally significant trading center. The district also represents an important local example of a town-wide gridiron development plan and of commercial and residential architecture from the nineteenth and twentieth centuries.

Using a Map in Lieu of a Verbal Boundary Description

A nomination's verbal boundary description defines the extent of a nominated property and it must be accurate and precise (Form Bulletin, p. 55). However, a detailed map may be used in lieu of a verbal description of the boundary in certain cases (Form Bulletin, p. 58; NHL Bulletin, p. 95). In such cases, the nomination's verbal boundary description should note that the property's boundaries are shown on the accompanying map and provide the title of that map.

A digitally created map that substitutes for a verbal boundary description must meet the mapping requirements discussed above. For National Register and NHL nominations, the scale of a map used in lieu of a verbal boundary description should allow sufficient detail to precisely locate the property and understand its boundary. The map must clearly indicate the boundaries of the property in relationship to standing structures or natural or manmade features such as rivers, highways, or shorelines (Form Bulletin, p. 58). The scale of the map must allow for the boundary and these geographic references to be legible. It may be necessary to submit multiple maps for large areas or districts as well as an overview map that depicts the relationship of the larger format maps.

Using Mapping Platforms and GIS Data

Web browser mapping platforms, Geographic Information System (GIS) software, or other tools may be used to create nomination location maps. The selection of one mapping platform over another will depend on the complexity and location of the property, how geographical data was collected, and the skill level and resources

Digital Mapping Platforms

Web Browser Platforms: These online platforms can be used to create and store maps but may have limited capability for adding map features such as a boundary polygon, arrows and scales, or text for labeling coordinates and other identifying information. Many web browser mapping platforms do not charge a fee for use.

- **Skill Level:** Beginner to Intermediate
- **Examples:** Google Earth, ArcGIS Online, Bing Maps, state and local government property mapping websites
- **Export Formats:** KML, PDF, JPG, Tiff, etc.

Open Sourced/No Fee: These are no-cost mapping alternatives that allow users to complete simple or complex tasks to create locational data and add map elements such as boundary polygons, arrows and scales, or text for labeling coordinates and other identifying information.

- **Skill Level:** Beginner to Advanced
- **Examples:** QGIS, TerraSet, Grass GIS
- **Export Formats:** Shapefiles, KML, GDBs, PDF, JPG, Tiff, etc.

Licensed/Fee: This software allows access to a variety of geoprocessing tools to create, manage, and modify data and create maps. These programs charge fees to use.

- **Skill Level:** Advanced
- **Examples:** ArcGIS Pro, CARTO, MapBox
- **Export Formats:** Shapefiles, KML, GDBs, Feature Classes, PDF, Tiff, GeoPDF, JPG, etc.

of the preparer. Whichever mapping platform is used, the preparer must be able to cite the spatial reference information used to make the map. Spatial reference information can vary by mapping platform and must be represented on the map.

Submitting a Location Map

National Register Nominations

A best practice for National Register nominations is to submit location maps in image (e.g., JPEGs, TIFFs) or PDF format. However, maps may be inserted onto continuation sheets.

When a map is submitted as an image or PDF, all of the elements discussed above in "Preparing a Location Map" must be added to the image or PDF. Note that the prohibition against adding text on top of an image or PDF does not apply to maps; that is, a map, to be helpful as a map, must include text and graphic symbols such as a north arrow and a scale. If the map is inserted onto a continuation sheet, the image should be legible and clear. Textual information such as the name and location of the property, map title, list of coordinates, spatial reference, map source, and the date the map was created may be provided on the continuation sheet.

It is a best practice for map images to be at a minimum resolution of between 150 and 300 dpi. Many mapping platforms allow a user to select the resolution when exporting a map.

National Historic Landmark Nominations

Location maps for NHL nominations should be inserted onto continuation sheets. Preparers are also encouraged to provide their NPS NHL reviewer with a standalone PDF or JPEG of the map.

Map Data Files

As of 2026, preparers of National Register nominations are not required to submit spatial data (e.g., .shp, .gdb, .kml, and .kmz files) as part of the package that nominating authorities submit to the NPS.

While NHL nomination preparers are encouraged to submit spatial data in addition to a map, it is not required. As noted in the 2023 NHL Bulletin, "all provided GIS data must correspond exactly to the latitude/longitude coordinates provided in the nomination and illustrated on the nomination's location map" (NHL Bulletin, p. 91). NHL nomination preparers should submit spatial data directly to their NHL reviewer after the proposed boundary has been reviewed and approved by NHL staff.

If a nominating authority has spatial data they would like to share with NPS, they may do so via the National Register's Cultural Resources Submission Portal. Note that the data must conform to the NPS's Cultural Resources Spatial Data Transfer Standards.

Map Design and Accessibility

All location maps submitted in National Register or National Historic Landmark nominations must be understandable and reproducible when viewed or printed in grayscale. While it may be tempting to use color, or varying shades of gray, graphic techniques such as hatching or stippling better ensure that maps may be read by those with disabilities.

Section 508 of the Rehabilitation Act (29 U.S.C. § 794 (d)) requires that Federal agencies ensure their information be made accessible to the public with disabilities, and this includes National Register and NHL

nominations and other actions. Below are some ways that preparers can improve the accessibility of National Register and NHL maps.

- Use hatching or different line patterns (e.g., dashed, dotted, solid) rather than color to distinguish between map elements.
- The color contrast between the basemap and any lines, shapes, or text on the map should be high enough that the notations are clearly distinguishable.
- Alternative text, or "alt text," is descriptive text added to an image to convey its character and function to visually impaired readers. Alt text for a map can be added through Microsoft Word. Alternative text should not repeat the map caption or map title but instead verbally convey the purpose of what is being mapped. The sample map provided below for Summit Camp NHL provides an example of alt text.

Additional information about accessibility is available at Content Creation at Section508.gov.

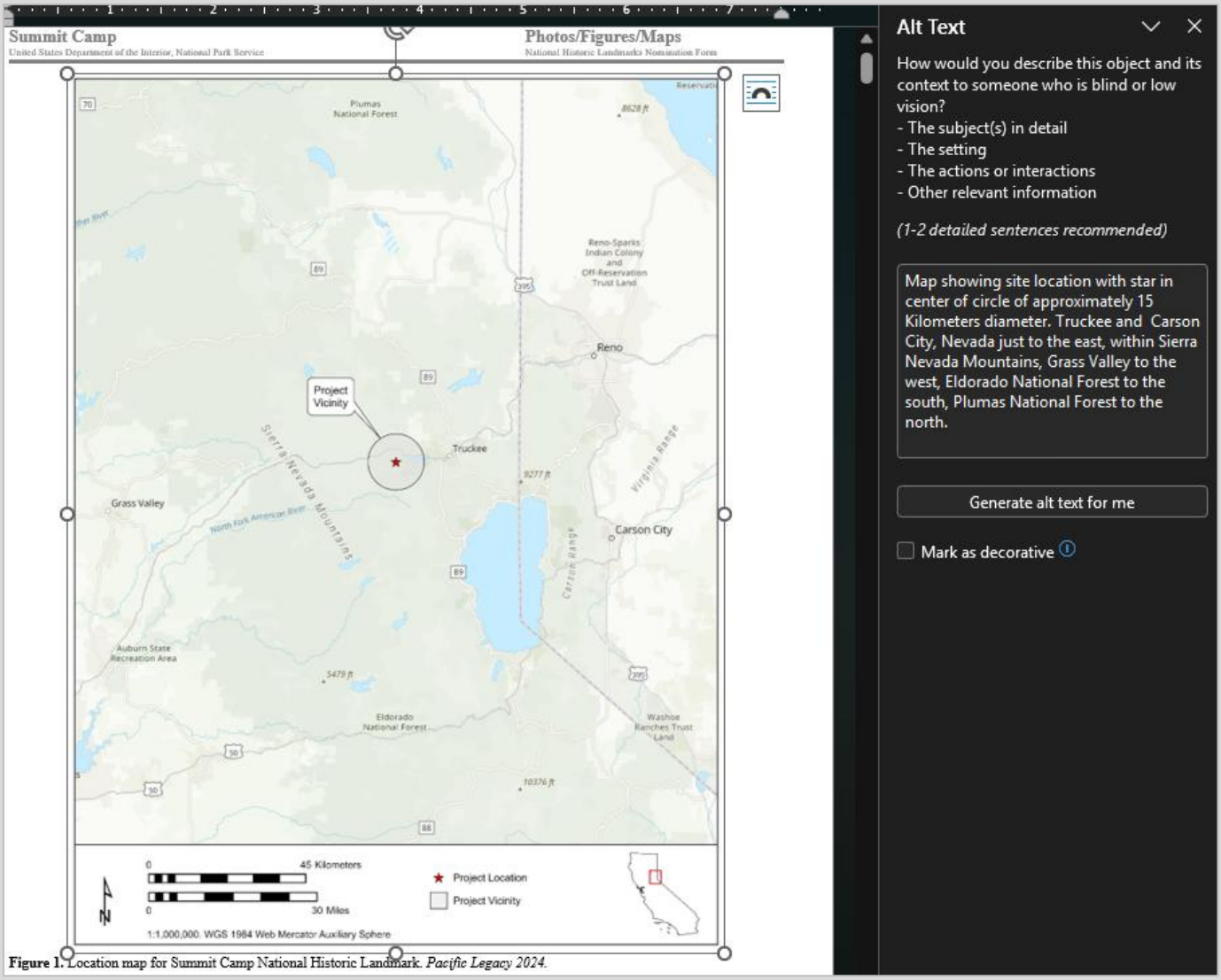
Sensitive Information

Maps included in National Register and NHL nominations and other actions may require restriction in accordance with the National Historic Preservation Act (54 U.S.C. § 307103, a provision commonly referred to by its previous citation, "Section 304") and/or the Archaeological Resources Protection Act of 1979 (16 U.S.C. §§ 470aa–470mm). Under Section 304, the Keeper of the National Register has the authority to withhold from public disclosure information about the location, character, or ownership of a historic property when disclosure may

- cause a significant invasion of privacy;
- risk harm to the historic property; or
- impede the use of a traditional religious site by practitioners.

This authority includes not only maps but descriptions of the ownership or character of a property in the text of a nomination. The National Register nominating authority (SHPO, THPO, or FPO) or NHL Program staff can help determine whether preparing a redacted version of a nomination with restricted information is appropriate. A best practice for nomination preparers is to flag maps with restricted content with a statement that the map is "Not for Public Distribution."

The Summit Camp NHL (NL100011384) nomination contains sensitive archeological information so most of its maps, including the location map showing the boundary and coordinates, are withheld from public disclosure under Section 304 of the NHPA. This map shows only the vicinity of the NHL so the map does not risk harm to the site by disclosing its location. This screenshot from Microsoft Word also shows the addition of alternative text (alt text) to a map which provides the general location of the property in geographic space. Note that the alt text differs from the caption in describing rather than identifying the content of the map.



Summit Camp NHL, California, screen shot showing alternative text.

Practice Strategies

Evaluating a Property Within Its Historic Context

In recent years, the discussion in a nomination of a property's significance has become increasingly long through the inclusion of information that, while interesting, is not always needed for readers to understand the property's significance. The nomination will provide a great deal of information about both the property's development and the area's history, but it does not clearly link the two: in short, the narrative lacks context by which the property may be evaluated for significance.

> A historic context is comprised of a theme, geographical limits, and chronological period.
>
> In National Register terms, the context is comprised of area(s) of significance, level(s) of significance (local, state, national), and period(s) of significance.
>
> The context provides the framework for determining the significance of a property and its eligibility for National Register listing.

The "Statement of Significance" in Section 8 of the National Register of Registration Form is where National Register standards (areas, levels, and periods of significance) and an area's and property's histories are combined to explain the property's significance.

To determine whether a property is significant within its historic context, the following five questions must be answered:

1. What aspect of prehistory or history does the property represent at the local, state, or national level?
2. Is that aspect of prehistory or history significant?
3. Is the property significant in illustrating that significant aspect of prehistory or history?
4. How does the property communicate that historic significance? By its physical presence or through information potential?
5. Does the property possess the physical features to convey that significance within this context?

(*National Register Bulletin: Applying the National Register Criteria for Evaluation,* p. 7.) A refresher on evaluating a property within its historic context may be found in the September 2023 *Best Practices Review* "Preparing a Concise Significance Statement" which includes several examples of nominations with well-done contexts.

Submitting a Concurrent Nomination

A "concurrent nomination" is one that includes both federal and non-federally owned property (36 C.F.R. § 60.10). It is typically initiated by a State or Tribal Historic Preservation Officer who coordinates a review of the nomination with the Federal Preservation Officer and processes it like any other nomination, e.g., by notifying property owners (both private and public) and local officials (typically a Certified Local Government (CLG)) and scheduling the nomination for state review board consideration.

A question that often arises is, "What 'amount' of federal property—number of buildings, acreage of land—triggers the need for a concurrent nomination?" The concurrent nomination regulation at 36 C.F.R. § 60.10 does not address this issue. In practice, it is a judgement call as to just when the size or quantity of federal property triggers the need for certification by both the SHPO/THPO and FPO.

Nevertheless, *National Register Bulletin: How to Complete the National Register Registration Form*, Appendix VII "Instructions for Certifying Registration Forms," and longstanding National Register practices provide additional guidance, and the following describes best practices for specific situations:

- A nomination for a property that includes substantial non-federal and federal resources must be certified by both the SHPO and the FPO. Such a nomination would be considered a concurrent state and federal nomination under 36 C.F.R. § 60.10. For example, the Power-Hyde Farm Historic District in Georgia, a 136-acre farmstead listed in 2024 for its local significance in early European settlement, agriculture, and landscape architecture, is comprised of land owned and managed by Cobb County and by the National Park Service Chattahoochee National Recreation Area. The nomination was certified by both the Georgia SHPO and the NPS FPO.

- By contrast, a nomination for a district with one or two federal properties does not require an FPO's signature. For example, a historic district containing a USPS Post Office and a federal courthouse need not be a concurrent nomination. The USPS FPO and General Services Administration FPO should be notified of the action, even if the properties are already individually listed, but their signature is not required on the nomination form at Section 3 as a commenting official.

Early coordination and clear communication among all parties is encouraged to better ensure a successful listing.

This publication complements the guidance provided in National Register Bulletins by providing examples on specific topics.
Your feedback is welcome; please contact Sherry Frear, Chief & Deputy Keeper, **sherry_frear@nps.gov**.

To receive the Best Practices Review by email, please send a request to **nr_publications@nps.gov.**

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The National Register of Historic Places
is the official list of buildings, structures, objects, sites, and districts
significant in American history, architecture, archeology, engineering, and culture.