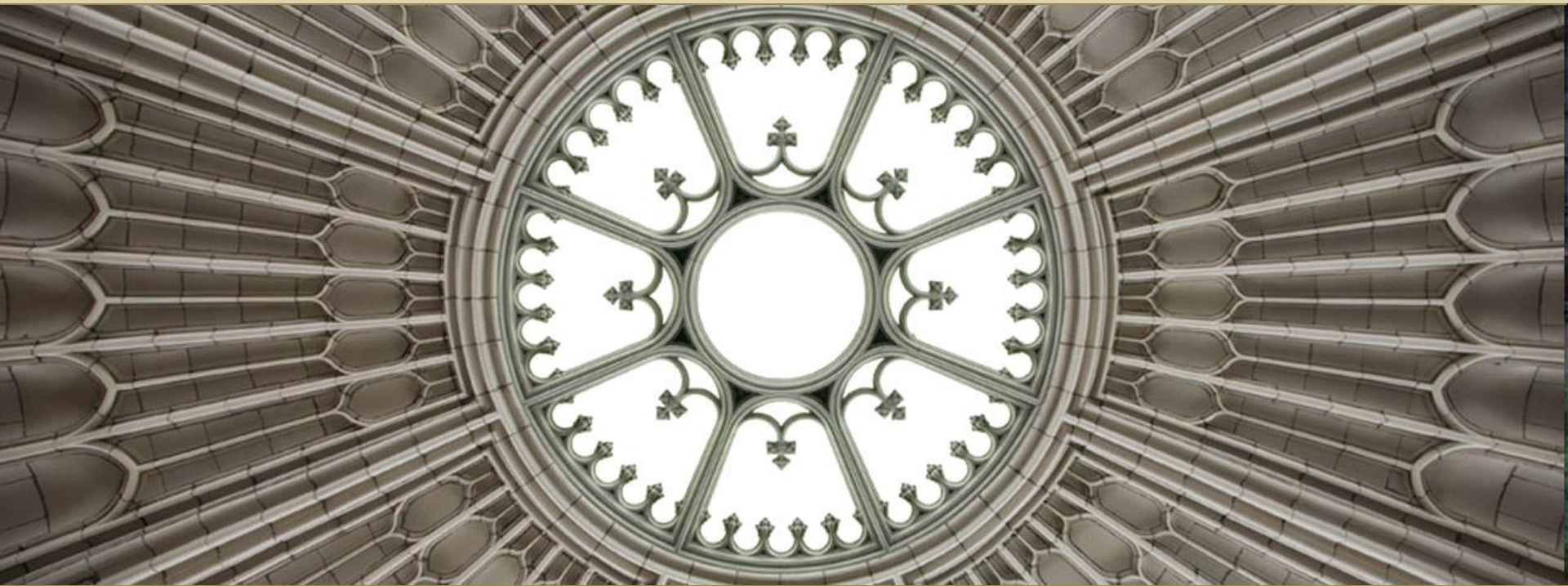




**GEORGIA**  
DEPARTMENT OF NATURAL RESOURCES

HISTORIC PRESERVATION DIVISION

# Recreational Trails Program & Historic Preservation



**September 20 & 25, 2017**

**Jennifer Dixon, Environmental Review Program Manager**

# Section 106 of the National Historic Preservation Act

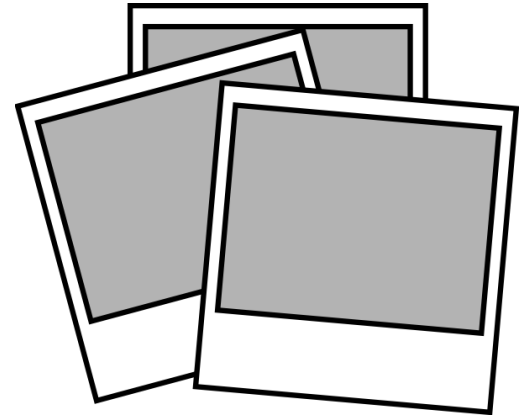
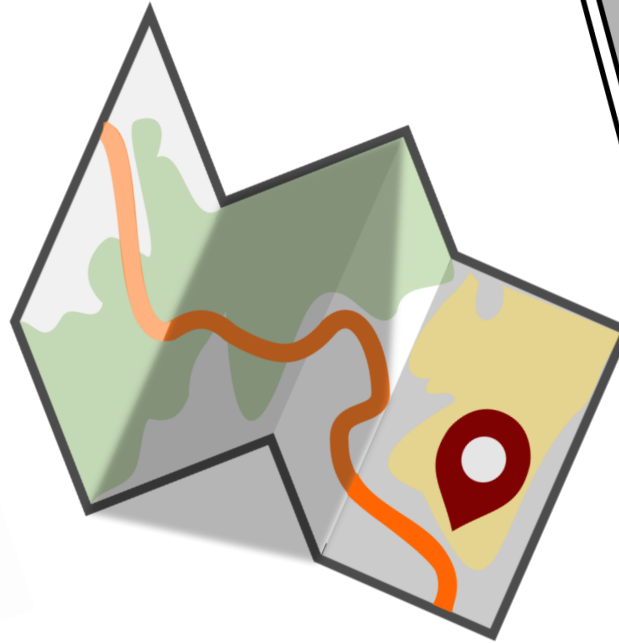
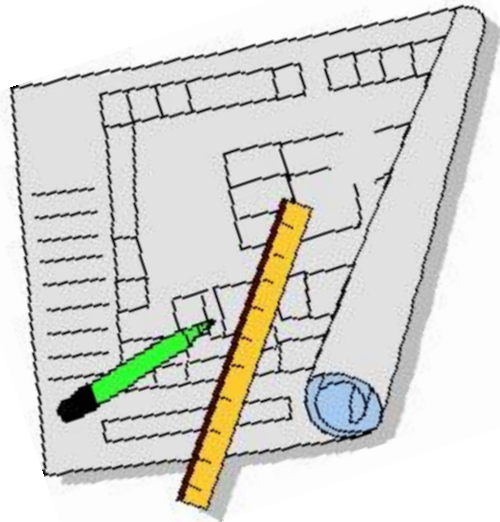
- National Historic Preservation Act
  - Section 106
- Undertaking:

“project, activity, or program funded in whole or in part under the direct or indirect jurisdiction of a Federal agency, including those carried out by or on behalf of a Federal agency; those carried out with Federal financial assistance; and those requiring a Federal permit, license or approval.” 36 CFR Part 800.16
- Historic Property:

“any prehistoric or historic district, site, building, structure, or object included in, or eligible for inclusion in, the National Register of Historic Places...” 36 CFR Part 800.16

# Consultation

- Environmental Review Form
  - <http://www.georgiashpo.org/review>
- Project information
- Map
- Photographs



# Environmental Review Form

Georgia Historic Preservation  
Environmental Review

**PLEASE NOTE: THERE IS A 30-DAY REVIEW PERIOD FROM THE DATE HPD RECEIVES THE SUBMITTAL. SHOULD ADDITIONAL INFORMATION BE REQUESTED, THE 30-DAY PERIOD RESTARTS.**

At a minimum, the Historic Preservation Division (HPD) requires the following information in order to review projects in accordance with applicable federal or state laws. Please note that the responsibility for preparing documentation, including items listed below, rests with the federal or state agency or its designee. The review process is time-consuming and the review largely depends on the quality and detail of the material submitted. The need to request additional materials, which will prolong the review process, is not in the best interest of the project. It is advantageous to hire a preservation professional with expertise in the relevant area. Reviewers should have access to the Georgia Archaeological Site Files and a

PLEASE NOTE: THERE IS A 30-DAY REVIEW PERIOD FROM THE DATE HPD RECEIVES THE SUBMITTAL. SHOULD ADDITIONAL INFORMATION BE REQUESTED, THE 30-DAY PERIOD RESTARTS.

## General Information

### I. General Information

#### A. Project Name:

Project Address:

City:

#### B. Federal Agency Involved:

State Agency (if applicable):

#### C. Agency's Involvement:

- Funding
- License/Permit
- Direct/Is performing the action

#### D. Type of Review Requested:

- Section 106 of the National Historic Preservation Act
- Section 110 of the National Historic Preservation Act
- Georgia Environmental Policy Act (State involvement)
- State Agency Historic Property Stewardship Program
- Technical Assistance (No Federal or State involvement)
- Unknown

#### E. Contact Information: Applicant Consultant

Name/Title/Company:

Address:

City/State/Zip:

Phone: \_\_\_\_\_ Ext: \_\_\_\_\_

Agency Contact Info (either State or Federal, according to review type):

Name/Title/Agency:

Address:

City/State/Zip:

Phone: \_\_\_\_\_ Ext: \_\_\_\_\_

A. Project Name: \_\_\_\_\_

B. Federal Agency Involved: \_\_\_\_\_

State Agency (if applicable): \_\_\_\_\_

E. Contact Information:  Applicant  Consultant

Name/Title/Company: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Agency Contact Info (either State or Federal, according to review type):

Name/Title/Agency: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Department of Natural Resources  
Historic Preservation Division

# Environmental Review Form

**II. Project Information**

**A. Project Type:**

- Road/Highway Construction or Improvement
- Demolition
- Rehabilitation
- Addition to Existing Building/Structure
- New Construction

**B. Project Description and Plans:** This should include relation to the project, such as all aspects of new construction and all ancillary work (temporary roads, etc.), as applicable. If a detailed scope of work is not available yet, please explain and include a

**C. Land Disturbing Activity:** This should include a detailed description of all horizontal and vertical ground disturbance, such as haul roads, cut or fill areas, excavations, landscaping activities, ditching, utility burial, grading, water tower construction, etc., as applicable:

**D.** Has this identical project or a related project been previously reviewed?  
*If yes, please enclose a copy of HPD's previous review.*

**E.** Is this project also being reviewed under a tax incentive?

**F.** Is this review request in order to satisfy an application for a permit?  
*If yes, are project plans/scope of work available?*  
*If yes, please enclose a copy of the project plans.*

**III. Site Information**

**A. In the past this property has been used for:**

- |                      |     |    |
|----------------------|-----|----|
| 1. Farming           | YES | NO |
| 2. Pasture           | YES | NO |
| 3. Mining            | YES | NO |
| 4. Timbering         | YES | NO |
| 5. Road construction | YES | NO |
| 6. Housing           | YES | NO |
| 7. Landfill          | YES | NO |
| 8. Commercial        | YES | NO |
| 9. Industrial        | YES | NO |
| 10. Other (explain): |     |    |

**Project Information**

**A. Project Type:**

**B. Project Description and Plans:** This should include a *detailed* scope of work, including *any* actions to be taken in relation to the project, such as all aspects of new construction, replacement/repair, demolition, ground disturbance, and all ancillary work (temporary roads, etc.), as applicable. Attach additional pages if necessary. If a detailed scope of work is not available yet, please explain and include all preliminary information:

**C. Land Disturbing Activity:** This should include a detailed description of all horizontal and vertical ground disturbance, such as haul roads, cut or fill areas, excavations, landscaping activities, ditching, utility burial, grading, water tower construction, etc., as applicable:

# Environmental Review Form

## II. Project Information

### A. Project Type:

- |  |   |
|--|---|
| <input type="checkbox"/> Road/Highway Construction or Improvements | <input type="checkbox"/> Relicensing              |
| <input type="checkbox"/> Demolition                                | <input type="checkbox"/> Utilities/Infrastructure |
| <input type="checkbox"/> Rehabilitation                            | <input type="checkbox"/> Unknown                  |
| <input type="checkbox"/> Addition to Existing Building/Structure   | <input type="checkbox"/> Other: _____             |
| <input type="checkbox"/> New Construction                          |   |

**B. Project Description and Plans:** This should include a *detailed* scope of work, including *any* actions to be taken in relation to the project, such as all aspects of new construction, replacement/repair, demolition, ground disturbance, and all ancillary work (temporary roads, etc.), as applicable. Attach additional pages if necessary. If a detailed scope of work is not available yet, please explain and include all preliminary information:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**C. Land Disturbing Activity:** This should include a description of any disturbance, such as haul roads, cut or fill areas, excavations, water tower construction, etc., as applicable.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**D. Has this identical project or a related project been previously submitted to HPD for review?** YES \_\_\_\_\_ NO \_\_\_\_\_  
*\*If yes, please enclose a copy of HPD's previous response*

**E. Is this project also being reviewed under a tax incentive program administered through HPD?** YES \_\_\_\_\_ NO

**F. Is this review request in order to satisfy an application requirement, such as for a grant?** YES  NO \_\_\_\_\_  
*\*If yes, are project plans/scope of work available yet?* YES  NO \_\_\_\_\_  
*\*If yes, please enclose a copy of the project plans/scope of work as outlined in II.B and II.C above*

**F. Is this review request in order to satisfy an application requirement, such as for a grant?** YES \_\_\_\_\_ NO \_\_\_\_\_  
*\*If yes, are project plans/scope of work available yet?* YES \_\_\_\_\_ NO \_\_\_\_\_  
*\*If yes, please enclose a copy of the project plans/scope of work as outlined in II.B and II.C above*

## III. Site Information

### A. In the past this property has been used for:

- |                      |           |          |
|----------------------|-----------|----------|
| 1. Farming           | YES _____ | NO _____ |
| 2. Pasture           | YES _____ | NO _____ |
| 3. Mining            | YES _____ | NO _____ |
| 4. Timbering         | YES _____ | NO _____ |
| 5. Road construction | YES _____ | NO _____ |
| 6. Housing           | YES _____ | NO _____ |
| 7. Landfill          | YES _____ | NO _____ |
| 8. Commercial        | YES _____ | NO _____ |
| 9. Industrial        | YES _____ | NO _____ |
| 10. Other (explain): | _____     |          |

**A. In the past this property has been used for:**

1. Farming	YES _____	NO _____
2. Pasture	YES _____	NO _____
3. Mining	YES _____	NO _____
4. Timbering	YES _____	NO _____
5. Road construction	YES _____	NO _____
6. Housing	YES _____	NO _____
7. Landfill	YES _____	NO _____
8. Commercial	YES _____	NO _____
9. Industrial	YES _____	NO _____
10. Other (explain):	_____	

# Environmental Review Form

B. Describe what currently exists on the property today (i.e. buildings, parking lot, house, barn, outbuildings, woods, grass, garden, etc.):

B. Describe what currently exists on the property today (i.e. buildings, parking lot, house, barn, outbuildings, woods, grass, garden, etc.):

## Cultural Resources

Background research for previously identified properties within the project area may be undertaken at HPD, including National Register of Historic Places files, county and city surveys, and identified sites files. Additionally, research at the Georgia Archaeological Site Files (GASF) in Athens may be undertaken by a qualified archaeologist or site file staff. To make a research appointment or find contact information for GASF, please visit our website. **Please note that as part of the review process, HPD may request an archaeological survey.**

### IV. Cultural Resources

Background research for previously identified properties within the project area may be undertaken at HPD, including National Register of Historic Places files, county and city surveys, and identified sites files. Additionally, research at the Georgia Archaeological Site Files (GASF) in Athens may be undertaken by a qualified archaeologist or site file staff. To make a research appointment or find contact information for GASF, please visit our website. **Please note that as part of the review process, HPD may request an archaeological survey.**

A. To your knowledge, has a cultural resources assessment or a historic resources survey been conducted in the project area? YES \_\_\_ NO \_\_\_ DO NOT KNOW \_\_\_  
*\*If yes, provide the title, author, and date of the report:*

A. To your knowledge, has a cultural resources assessment or a historic resources survey been conducted in the project area? YES \_\_\_ NO \_\_\_ DO NOT KNOW \_\_\_ (see: <http://www.georgiashpo.org/register/survey>)  
*\*If yes, provide the title, author, and date of the report:*

### B. Area of Potential Effect (APE)

The APE is the geographic area or areas within which a project may have direct (physical) or indirect (visual, noise, vibration) effects on topography, vegetation, existing development, physical site, etc. For example:

If your project includes...	Then
Rehabilitation, renovation, and/or demolition of a building or structure, or new construction	the building and/or structure
Road/Highway construction or improvements, streetscapes, pedestrian or bicycle facilities	the location of the project and the surrounding properties/setting with a view of the project
Above ground utilities, such as siren/radio towers, water towers, pump stations, retention ponds, etc.	the area of ground disturbance and the surrounding properties/setting with a view of the project
Underground utilities	the area of ground disturbance

Based on this information, identify the APE for your project, similar to above, and describe what exists within it (e.g. is it modern or historic residential or commercial development, undeveloped, etc. within the APE):

C. Is the project located within or adjacent to a National Register of Historic Places (NRHP) listed or eligible historic property or district or a locally designated property or district?  
 YES \_\_\_ NO \_\_\_ DO NOT KNOW \_\_\_  
*\*If yes, please provide names:*

D. Within the project APE as identified in IV.B, are there any other buildings or structures that are 50 years old or older? YES \_\_\_ NO \_\_\_ DO NOT KNOW \_\_\_  
*\*If yes, provide photographs of each building or structure and key the photos to a site map.*

E. Are any of the buildings or structures identified in IV.D listed or eligible for listing in the NRHP?  
 YES \_\_\_ NO \_\_\_ DO NOT KNOW \_\_\_  
*\*If yes, please identify the properties (by name or photo #).*

# Environmental Review Form

B. Describe what currently exists on the property today (i.e. buildings, parking lot, house, barn, outbuildings, woods, grass, garden, etc.):

IV. Cultural Resources

Background research for previously identified properties with National Register of Historic Places files, county and city staff, the Georgia Archaeological Site Files (GASF) in Athens may be requested. To make a research appointment or find contact information that as part of the review process, HPD may request an appointment.

A. To your knowledge, has a cultural resources assessment been conducted for the project area? YES \_\_\_ NO \_\_\_ DO NOT KNOW \_\_\_  
*\*If yes, provide the title, author, and date of the report.*

B. Area of Potential Effect (APE)

The APE is the geographic area or areas within which a project may cause direct (physical) or indirect (visual, noise, vibrations) effects in topography, vegetation, existing development, physical siting. For example:

<i>If your project includes...</i>	<i>Then the APE would be...</i>
Rehabilitation, renovation, and/or demolition of a building or structure, or new construction	the building or structure and the surrounding properties/setting with a view of the project
Road/Highway construction or improvements, streetscapes, pedestrian or bicycle facilities	the length of the project corridor and the surrounding properties/setting with a view of the project
Above ground utilities, such as siren/radio towers, water towers, pump stations, retention ponds, etc.	the area around the utility
Underground utilities	the area around the utility

Based on this information, identify the APE for your project (i.e. is it modern or historic residential or commercial development?).

C. Is the project located within or adjacent to a National Register of Historic Places (NRHP) listed or eligible historic property or district or a locally designated property or district? YES \_\_\_ NO \_\_\_ DO NOT KNOW \_\_\_  
*\*If yes, please provide names: \_\_\_\_\_*

D. Within the project APE as identified in IV.B, are there any other buildings or structures that are 50 years old or older? YES \_\_\_ NO \_\_\_ DO NOT KNOW \_\_\_  
*\*If yes, provide photographs of each building or structure and key the photos to a site map.*

E. Are any of the buildings or structures identified in IV.D listed or eligible for listing in the NRHP? YES \_\_\_ NO \_\_\_ DO NOT KNOW \_\_\_  
*\*If yes, please identify the properties (by name or photo #).*

B. Area of Potential Effect (APE)

The APE is the geographic area or areas within which a project may cause changes (or effects). These changes can be direct (physical) or indirect (visual, noise, vibrations) effects. The APE varies with the project type and should factor in topography, vegetation, existing development, physical siting of the project, and existing/planned development. For example:

<i>If your project includes...</i>	<i>Then your APE would be...</i>
Rehabilitation, renovation, and/or demolition of a building or structure, or new construction	the building or property itself and the surrounding properties/setting with a view of the project
Road/Highway construction or improvements, streetscapes, pedestrian or bicycle facilities	the length of the project corridor and the surrounding properties/setting with a view of the project

C. Is the project located within or adjacent to a National Register of Historic Places (NRHP) listed or eligible historic property or district or a locally designated property or district?

YES \_\_\_ NO \_\_\_ DO NOT KNOW \_\_\_

*\*If yes, please provide names: \_\_\_\_\_*

D. Within the project APE as identified in IV.B, are there any other buildings or structures that are 50 years old or older? YES \_\_\_ NO \_\_\_ DO NOT KNOW \_\_\_

*\*If yes, provide photographs of each building or structure and key the photos to a site map.*

E. Are any of the buildings or structures identified in IV.D listed or eligible for listing in the NRHP?

YES \_\_\_ NO \_\_\_ DO NOT KNOW \_\_\_

*\*If yes, please identify the properties (by name or photo #).*



# Environmental Review Form

## F. Effects Information

1. Does the project involve the rehabilitation or structure that is 50 years old or older?
2. Will the project take away or change anything historic properties?  
*If yes, please explain:* \_\_\_\_\_
3. Will the project change the view from or of properties (such as light, noise, or vibration pollution)?  
*If yes, please explain:* \_\_\_\_\_
4. Will the project introduce any audible or vibration pollution?  
*If yes, please explain:* \_\_\_\_\_
5. Will the project result in a change of ownership?  
*If yes, please explain:* \_\_\_\_\_

## V. Required Materials (Submittal Checklist)

- Complete Environmental Review Form
  - o Include all contact information as HPD will respond via email to the submitter.
- Map indicating:
  - o Precise location of the project (USGS topographic map preferred; <http://www.digital-topo-maps.com/><sup>1</sup>).
  - o In urban areas, please also include a city map that shows more detail.
  - o Boundaries of the APE as noted in section II above.
- Detailed project plans to supplement section I.F, including:
  - o Site plans (before and after).
  - o Project plans.
  - o Elevations.
- High-resolution color photographs (2 photos per page) illustrating:
  - o The project area and the entire APE as defined in section IV above.
  - o Any adjacent properties that are within the APE, with clear views of buildings or structures, if applicable.
  - o If the project entails the alteration of existing historic structures, please provide *detail* photographs of existing conditions of sites, buildings, and interior areas/materials to be impacted.
  - o **\*\*Google Streetview or Tax Assessor images will not be accepted**
- Photo key (map or project plans can be used) indicating:
  - o Location of all photographs by photo number.
  - o Direction of view for all photographs.
- Any available information concerning known or suspected archaeological resources in the APE.

For questions regarding this form, please contact the Environmental Review Form Submittal Unit via facsimile or e-mail.

When completed, please send this form along with supporting materials to:

Dr. David Crass, Division Director  
Attention: Environmental Review  
Jewett Center for Historic Preservation  
2610 GA  
Stockbridge, MA 01581

<sup>1</sup> Please note, this is not a complete list of websites with topographic maps and the user assumes no responsibility for its content.

## F. Effects Information

1. Does the project involve the rehabilitation, renovation, relocation, demolition or addition to any building or structure that is 50 years old or older? YES \_\_\_\_ NO \_\_\_\_
2. Will the project take away or change anything within the apparent or existing boundary of any of these historic properties?  
*If yes, please explain:* \_\_\_\_\_

## Required Materials (Submittal Checklist)

- Complete Environmental Review Form
  - o Include all contact information as HPD will respond via email to the submitter.
- Map indicating:
  - o Precise location of the project (USGS topographic map preferred; <http://www.digital-topo-maps.com/><sup>1</sup>).
  - o In urban areas, please also include a city map that shows more detail.
  - o Boundaries of the APE as noted in section II above.
- Detailed project plans to supplement section I.F, including (if applicable and available):
  - o Site plans (before and after).
  - o Project plans.
  - o Elevations.
- High-resolution color photographs (2 photos per page) illustrating:
  - o The project area and the entire APE as defined in section IV above.
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  - o If the project entails the alteration of existing historic structures, please provide *detail* photographs of existing conditions of sites, buildings, and interior areas/materials to be impacted.
  - o **\*\*Google Streetview or Tax Assessor images will not be accepted**
- Photo key (map or project plans can be used) indicating:
  - o Location of all photographs by photo number.
  - o Direction of view for all photographs.
- Any available information concerning known or suspected archaeological resources in the APE.

# Environmental Review Form

- Environmental Review Form
  - <http://www.georgiashpo.org/review>
- Project information
- Map
- Photographs



# Checklist

## Required Materials (Submittal Checklist)

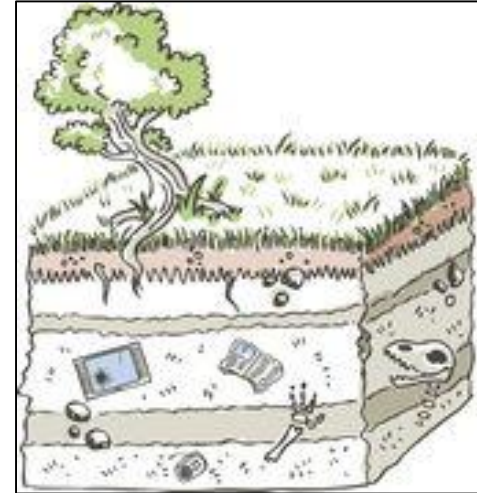
- ✘ Complete Environmental Review Form
  - Include all contact information as HPD will respond via email to the submitter.
- ✘ Map indicating:
  - Precise location of the project (USGS topographic map preferred: <http://www.digital-topo-maps.com/><sup>1</sup>).
  - In urban areas, please also include a city map that shows more detail.
  - Boundaries of the APE as noted in section II above.
- ✘ Detailed project plans to supplement section I.F, including (if applicable and available):
  - Site plans (before and after).
  - Project plans.
  - Elevations.
- ✘ High-resolution color photographs (2 photos per page) illustrating:
  - The project area and the entire APE as defined in section IV above.
  - Any adjacent properties that are within the APE, with clear views of buildings or structures, if applicable.
  - If the project entails the alteration of existing historic structures, please provide *detail* photographs of existing conditions of sites, buildings, and interior areas/materials to be impacted.
  - ***\*\*Google Streetview or Tax Assessor images will not be accepted***
- ✘ Photo key (map or project plans can be used) indicating:
  - Location of all photographs by photo number.
  - Direction of view for all photographs.
- ✘ Any available information concerning known or suspected archaeological resources in the APE.

# Submittal Tips

- Fill out the ER Form completely
- Prepare the form with the cold reader in mind
- Include a map
- Include photographs

# Process

- Submittal Received
- Review/Request for information
  - Project Type
  - Historic Properties
  - Effects
- Response



# Adverse Effect

- Adverse Effect:

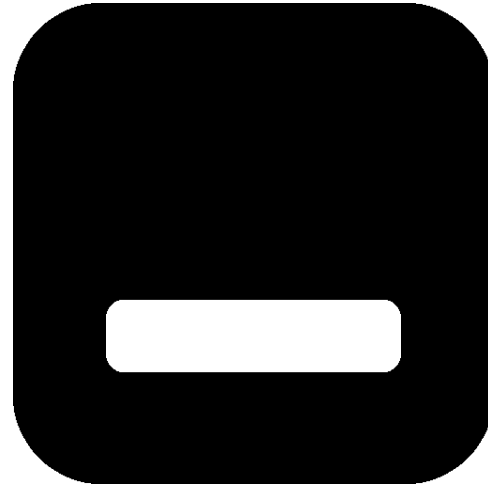
“may alter, directly or indirectly, any of the characteristics of a historic property that qualify the property for inclusion in the National Register in a manner that would diminish the integrity of the property's location, design, setting, materials, workmanship, feeling, or association.” 36 CFR Part 800.5

**An Adverse Effect is  
not the end of the process**

**An Adverse Effect does not mean  
the project cannot be completed**

# Adverse Effect

1. Avoid
2. Minimize
3. Mitigate



# Questions





# Contact Information

**Jennifer Dixon, Environmental Review**

**Program Manager, (770) 389-7851**

[jennifer.dixon@dnr.ga.gov](mailto:jennifer.dixon@dnr.ga.gov)



# GEORGIA

DEPARTMENT OF NATURAL RESOURCES

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## HISTORIC PRESERVATION DIVISION

**Jewett Center for Historic Preservation**

**2610 GA Highway 155 SW**

**Stockbridge, Georgia 30281**

[www.georgiashpo.org](http://www.georgiashpo.org)

**Department of Natural Resources  
Historic Preservation Division**