



State Historic Preservation Office

South Carolina Department of Archives and History
8301 Parklane Road | Columbia, SC | 29223
scdah.sc.gov

DHEC-OCRM Project Review Form Instructions

Please complete all three pages of the Form and include the required attachments. Mail to:

Review and Compliance Program
SC Department of Archives and History
8301 Parklane Road
Columbia, SC 29223

Required attachments:

- A Subscriber-View map of the project area from [SC ArchSite](#). Please note that the Public View map does not include archaeological sites and is not accepted. Mark project boundaries on the SC ArchSite map.
- Identification and description of any historic and archaeological sites in the project area.

Note: If a search of SC ArchSite shows previously identified historic properties are present, then the following additional sources of information will need to be reviewed, as appropriate:

- [Archaeological Site Files at SCIAA](#) (most are available on SC ArchSite in Subscriber-View)
- National Register of Historic Places and Statewide Survey of Historic Properties records available in the [SC Historic Properties Record \(SCHPR\)](#)
- Reports of cultural resources studies (available at SCIAA and/or the SC Department of Archives and History, select reports online at [Historic Contexts/Survey Reports](#))
- A site plan showing all the areas of proposed ground disturbance
- Photographs of the project area, including photographs of any existing structures. Print 2 images per page using a good quality color printer, and caption each photograph.

Historic and Archaeological Properties Survey (HAPS):

If your project has **at least one of the following** the SHPO recommends completion of a [Historic and Archaeological Properties Survey \(HAPS\)](#) (PDF). Include with the Project Review Form.

- Project area is 30 acres or more
- Identified archaeological or historic sites are within the project area
- Identified archaeological or historic sites are within a 0.25-mile radius from the project area

Geographic Areas of Particular Concern (GAPCs): Sites listed in the National Register of Historic Places are GAPCs. If the project is located within a GAPC or has a GAPC within the project area, include the following information on the Project Review Form:

- A list of qualities for which the property was listed in the National Register - nomination forms are available in the [SC Historic Properties Record \(SCHPR\)](#).
- A statement describing how the project will address the priority of uses for the GAPC. The following priorities of uses are evaluated for archaeological and historic sites, beginning with the highest priority use:
 - (1) Uses which preserve the historical or cultural values for which the site was placed on the National Register.
 - (2) Educational opportunities for the public regarding the historical, archaeological or cultural significance of the site as long as the site is not disturbed.

Significant Sites: Properties (buildings, structures, sites, districts and objects) that meet the criteria for listing in the National Register of Historic Places.

If a Significant Site is located within the project area, include the following information on the Project Review Form:

- A statement describing if the project will cause an **irretrievable loss** of the site. An irretrievable loss of significant sites can include, but is not limited to:
 - Physical destruction or damage to all or part of the property
 - Alteration of a property that destroys the archaeological or historic significance
 - Removal of a property from its historic location
 - Changes to the setting of a historic property
 - Introduction of visual elements
- A statement describing how the project will allow for a reasonable opportunity for **professional examination and/or excavation, or preservation**. (See [Definition and Treatment of GAPCs and Significant Sites](#))

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