



State Historic Preservation Office

South Carolina Department of Archives and History
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DHEC-Mining Survey and Reporting Requirements

The SHPO requires full reports for mine permit surveys that identify eligible or unevaluated archaeological sites or other historic properties. In order to reduce the time and expense of cultural resource surveys performed for DHEC-Mining permits, the SHPO will accept letter reports for mine permit surveys that:

- Do not identify any archaeological sites,
- Identify only archaeological sites that are not eligible for listing in the National Register of Historic Places.

To ensure timely review, all letter reports must include the following:

1. Project Title
2. Agency Requiring Work
3. Agency Project Number(s)
4. Project Location (include a 7.5-minute USGS topographic map and project planning maps)
5. Field Personnel and Dates of Survey
6. Brief Statement of Project Goals and Objective
7. Environmental Setting: Landform type, nearby drainages and water sources, roads, dominant soil association, and current land use. If limiting factors affected the survey, describe and discuss them. Include representative photographs of the general project area.
8. Previous Archaeological Investigations: List or table of previously identified sites within 0.50 mile radius of the APE. Include a map of the APE and surrounding area showing the subscriber level view of ArchSite.
9. Field Methods - Field methods should be described in a way that lets reviewers and future researchers easily reconstruct what was done and why. The following information should be included under this section:
 - Survey description - Specific techniques should be described and justified for the project area. Describe locations examined, intervals between transects, surface visibility, soils, and methods of collection, when applicable.
 - Maps - Cartographic illustrations should depict pedestrian survey areas, subsurface tests and/or excavations, and any relevant field description (e.g. vegetative cover). All maps will include a north arrow (magnetic north, true north, or grid north), a map scale (e.g., 1:24,000), and a bar scale.
 - Photographs - Include at least two color photographs showing the project area and a sample excavation unit.
10. Summary of Results and Recommendations - For surveys that identify only archaeological sites that are not eligible, letter reports should also include sufficient information (i.e. artifact inventory, site descriptions, and statements of significance) for SHPO staff to make determinations of eligibility.

Please refer to the [South Carolina Standards and Guidelines for Archaeological Investigations](#) for more details. Letter reports for mining projects that find only not eligible sites do not need to include extensive environmental and cultural contexts. Include only relevant information that will be helpful in evaluating report recommendations. If SHPO is not able to adequately evaluate report recommendations, more information will be requested.

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