

# ***News in Review***

Periodic Mailing from the  
South Carolina State Historic Preservation Office (SC SHPO)  
Review and Compliance Program  
November 2017

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### **1. SHPO Comments Letters Sent Via Email**

The SC SHPO is now providing comments letters for all our review and compliance programs as PDFs sent via email to save time and resources. Hard copies will only be provided upon request. Be on the lookout for emails from SC SHPO project review staff containing the project name and county in the subject line. To facilitate delivery please provide an email address for the intended recipient(s) for all project review submittals.

### **2. Project Review Submittals in Hard Copy Form**

At this time the SC SHPO still requires project review submittals in hard copy form, with the exception of the new electronic survey and report requirements outlined below (#3). Items to be sent in hard copy include cover letters, Project Review Forms, maps, drawings, and other project documentation. Please note that emails are not always received by staff, which can lead to review delays if you attempt to send project review requests electronically.

### **3. New Electronic Submission Requirements for Planning and Review and Compliance Surveys**

The SC SHPO now accepts all architectural or above-ground survey deliverables in electronic format for accessioning into the Statewide Survey of Historic Properties archival series. As has been the case in the past, as you conduct the survey, you will complete the blank Master Survey Database (Access) provided to you, or for surveys recording only a few properties you may complete a fillable PDF version of our individual Survey Form. However, we no longer expect you to print copies of the survey forms, photographs, and maps, or draft reports. Instead, we ask that you provide these to us electronically via a FTP, DVD-RW, or on a thumb or external hard drive. Final reports will still need to be submitted in some cases in hard copy format in addition to a PDF copy.

For more information about this process, including file types, file naming conventions, and report requirements, please refer to our [Electronic Submission Requirements for Planning Surveys and Review](#)

[and Compliance Surveys](#) available from our [Survey program webpage](#). Questions about the process should be directed to John Sylvest, 803-896-6129, [jsylvest@scdah.sc.gov](mailto:jsylvest@scdah.sc.gov).

#### **4. New Fillable PDF Survey Form**

The SC SHPO now has a [fillable PDF version](#) of our new individual Survey Form. We recommend using this form when 25 or fewer properties are recorded by a survey. Our “Intensive Survey Form” and “Reconnaissance Survey Form” have been discontinued. The new Survey Form is the only survey form that is to be completed and submitted to our office, in addition to the similar form that is to be generated by our Survey Database. Our sincerest appreciation goes to SCDOT for their assistance in developing the new PDF form.

Please note, the Survey Manual is currently being revised. Further instructions for completing the form will be included in the revised Survey Manual. Questions about using the form should be directed to John Sylvest, 803-896-6129, [jsylvest@scdah.sc.gov](mailto:jsylvest@scdah.sc.gov).

#### **5. New Blank Master Survey Database (Access)**

Our blank Master Survey Database has also been revised. Please email Brad Sauls at [bsauls@scdah.sc.gov](mailto:bsauls@scdah.sc.gov) to obtain a copy. Prior versions of our database have been discontinued. Further instructions for using the database will be included in the revised Survey Manual.

#### **6. GIS Data Submission Requirements**

As a reminder, the SC SHPO now requests GIS shapefiles for all survey areas and/ or surveyed above ground properties be submitted along with final copies of the survey deliverables (forms, photographs, report) to facilitate inclusion into SC ArchSite. Please see our [GIS Data Submission Requirements](#) policy for more information. Questions about GIS shapefiles should be directed to Adrienne Daggett, 803-896-6184, [adaggett@scdah.sc.gov](mailto:adaggett@scdah.sc.gov).

#### **7. NPI Seminars Coming to South Carolina in May 2018**

The National Preservation Institute is offering two seminars at the SC Archives & History Center in Columbia in May 2018 related to review and compliance.

- [Section 106: A Review for Experienced Practitioners](#), May 8-9, 2018
- [Renewable Energy Development: Impacts on Cultural Resources](#), May 10, 2018

For more information and to register [click here](#). Advance registration discounts are available for those registering at least six weeks prior to the seminar. Student discounts are also available.

#### **8. 2018 Preservation Conference Accepting Session Proposals**

The 2018 Preservation Conference will be held Friday, April 20, 2018 at the SC Archives & History Center in Columbia. We are currently accepting [proposals for educational sessions](#).

#### **9. Subscription Information**

- You are receiving this e-mail message because of past contact with the Review and Compliance Program at the South Carolina State Historic Preservation Office (SC SHPO).

- If you feel you have received this message in error or **wish to unsubscribe** from this mailing list, please e-mail Elizabeth Johnson at [ejohnson@scdah.sc.gov](mailto:ejohnson@scdah.sc.gov).
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