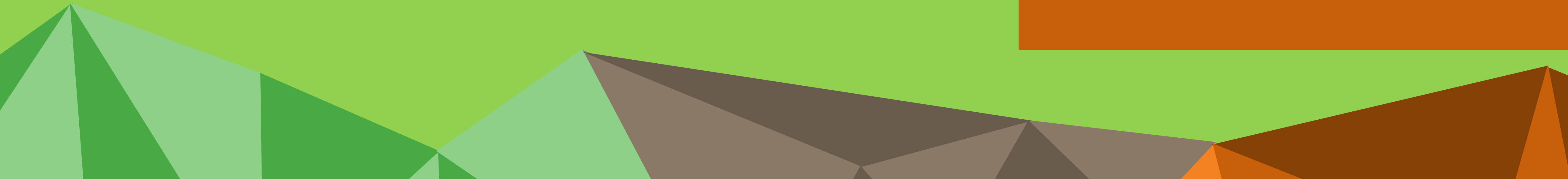


**Historic  
Preservation /  
Section 106  
Review**



# HPD's MISSION STATEMENT

To promote the preservation and **use** of historic places for a better Georgia



# HPD PROGRAMS

## Federal Programs

- National Register of Historic Places
- Environmental Review
- Tax Incentives and Grants
- Certified Local Governments

## State Programs

- Georgia Register of Historic Places
- Tax Incentives and Grants
- Historic Resources Survey
- Archaeology
- Centennial Farm Program
- African American Preservation Network & Program



# **HISTORIC PRESERVATION**

**So, what's the CONNECTION between MY PROJECT and HISTORIC PRESERVATION and a SECTION 106 REVIEW?**

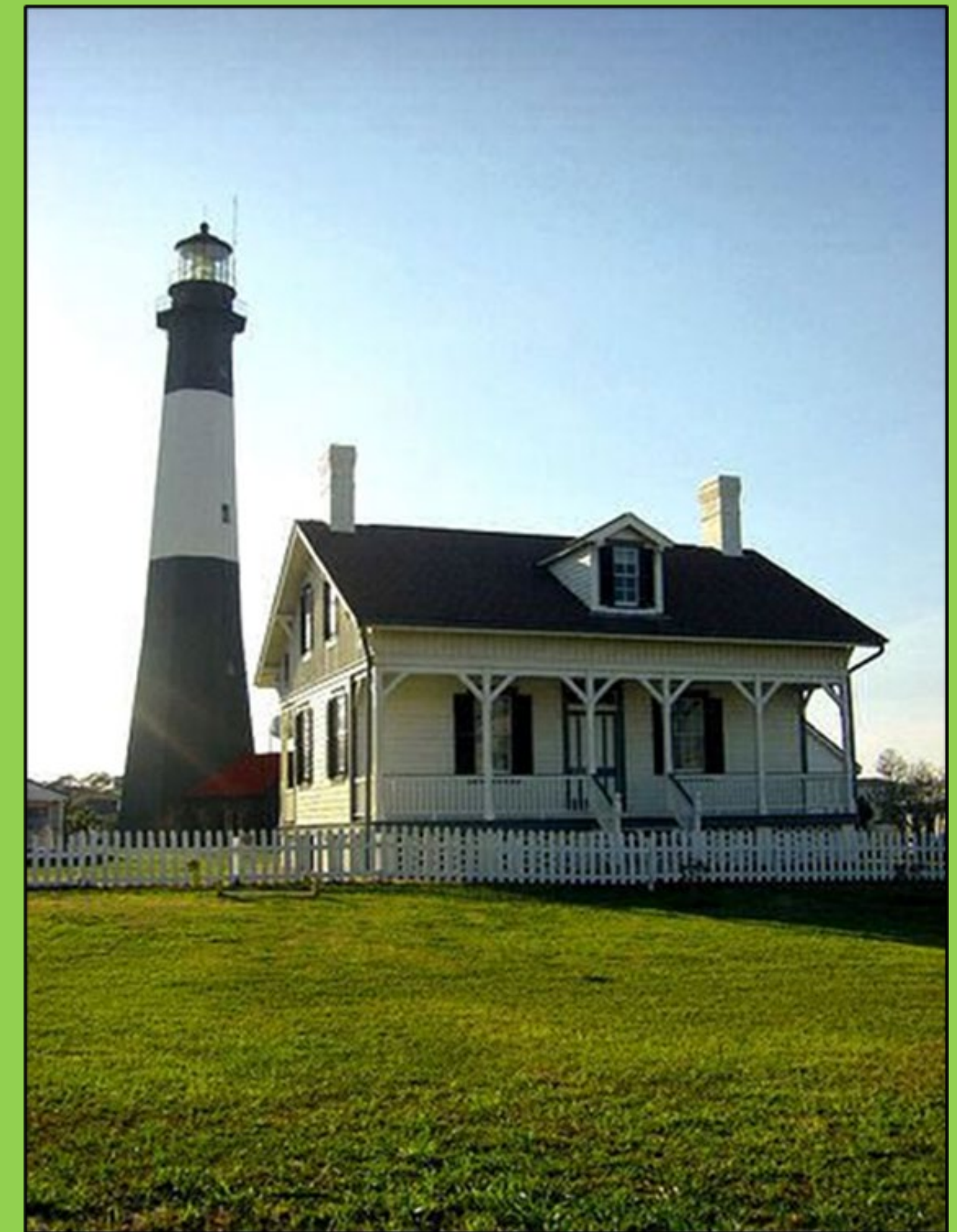
## **Why Preserve the Historic?**

- A Community's Culture and Identity are Important
- A Sense of History – the Story of a Community – is Important
- Economic Vitality is Important
- Adaptability is Important
- Sustainability and the Environment are Important

**And WHY is a Section 106 Review Required?**

# NATIONAL HISTORIC PRESERVATION ACT

- State Historic Preservation Offices
- Advisory Council on Historic Preservation
- National Register of Historic Places
- Section 106



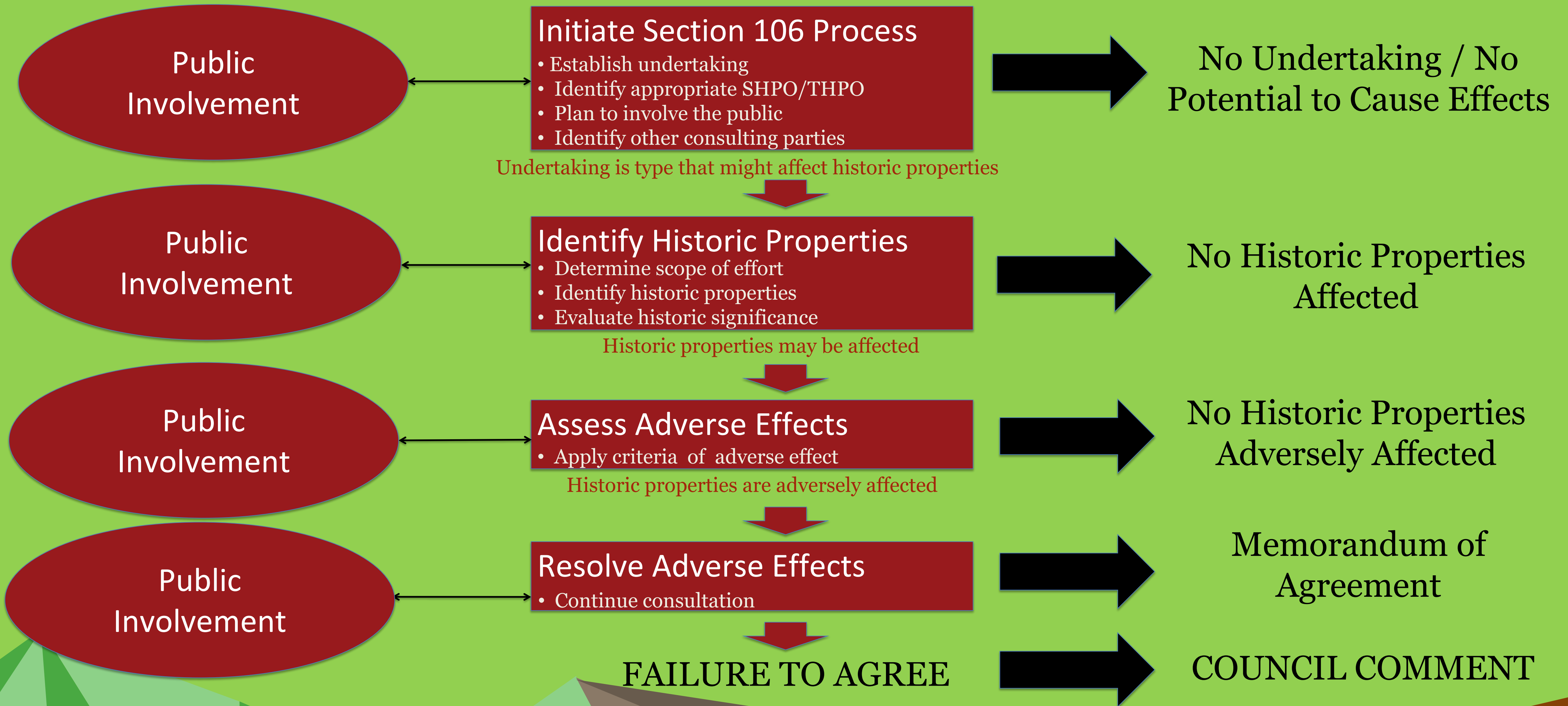
# PROJECT TYPES

- Water/sewer projects
- Bank branches
- Docks
- Highway/road projects



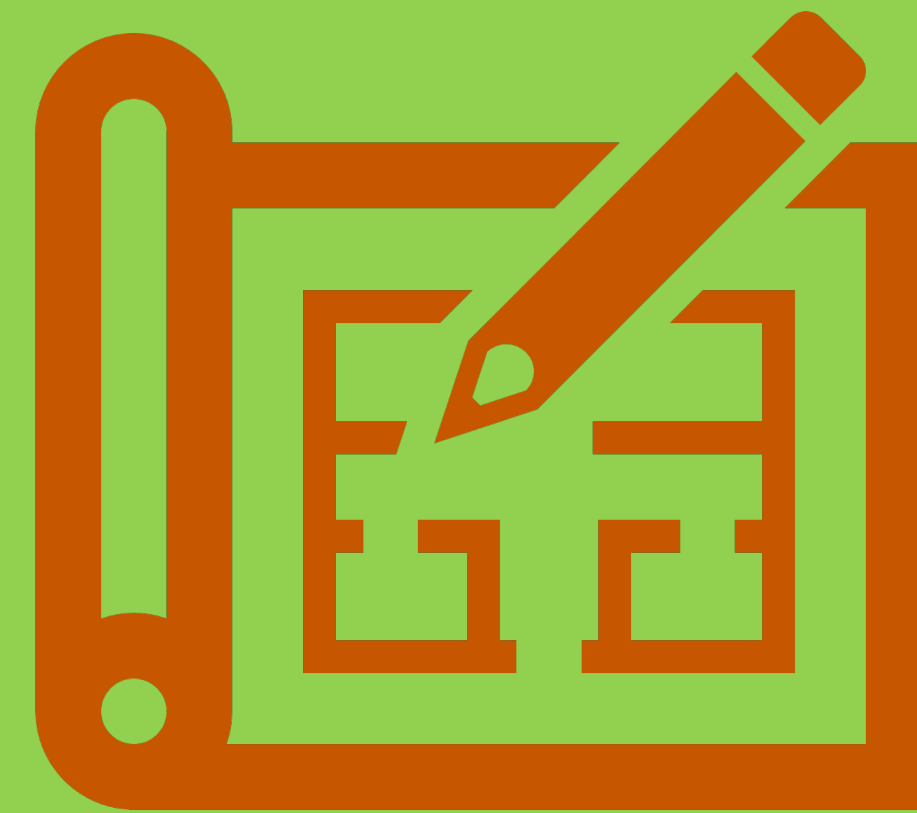
- Public housing
- Transmission lines
- Military installations
- Pipelines

# S106 PROCESS STEPS



# CONSULTATION WITH HPD

- Complete the Environmental Review form
- Provide project information
- Include maps & photographs
- Submit the project materials online!





# NEW ONLINE PROJECT SUBMISSION PORTAL

Brian P. Kemp  
Governor



Christopher Nunn  
Commissioner

## **Welcome to the DCA – Historic Preservation Division (HPD) Environmental Review (ER) External Application System**

It is our hope that this online project submittal system will make the environmental review process more efficient for all users. Electronic submission of projects via email to [ER@dca.ga.gov](mailto:ER@dca.ga.gov) also remains an option. Mailing of paper project materials is no longer available, except for archival copies of mitigation materials.

Details related to submitting a project to ER/HPD for review, including the *Environmental Review Form* and answers to frequently asked questions, can be found on our website at: <https://www.dca.ga.gov/georgia-historic-preservation-division/review-compliance>

**Link to External User Database**  
<https://hpd.ga.gov/nrtigers/login>

# ENVIRONMENTAL REVIEW FORM

The ER Form helps you explain your project to HPD

## Georgia Historic Preservation Division Environmental Review Form

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 designated applicant. HPD's ability to complete a timely project review largely depends on the quality and detail of the material submitted. If insufficient information is provided, HPD may need to request additional materials, which will prolong the review process. For complex projects, some applicants may find it advantageous to hire a preservation professional with expertise in history, architectural history and/or archaeology, who would have access to the Georgia Archaeological Site Files and an understanding of HPD's publicly available files.

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.

### I. General Information

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

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

City: \_\_\_\_\_ County: \_\_\_\_\_

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

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

C. Agency's Involvement:

- Funding  Unknown  
 License/Permit  Other, please explain: \_\_\_\_\_  
 Direct/Is performing the action

D. Type of Review Requested:

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

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: \_\_\_\_\_

The review period for a project is a MAX of 30-days:

- *Be warned: the clock restarts if additional information is needed*

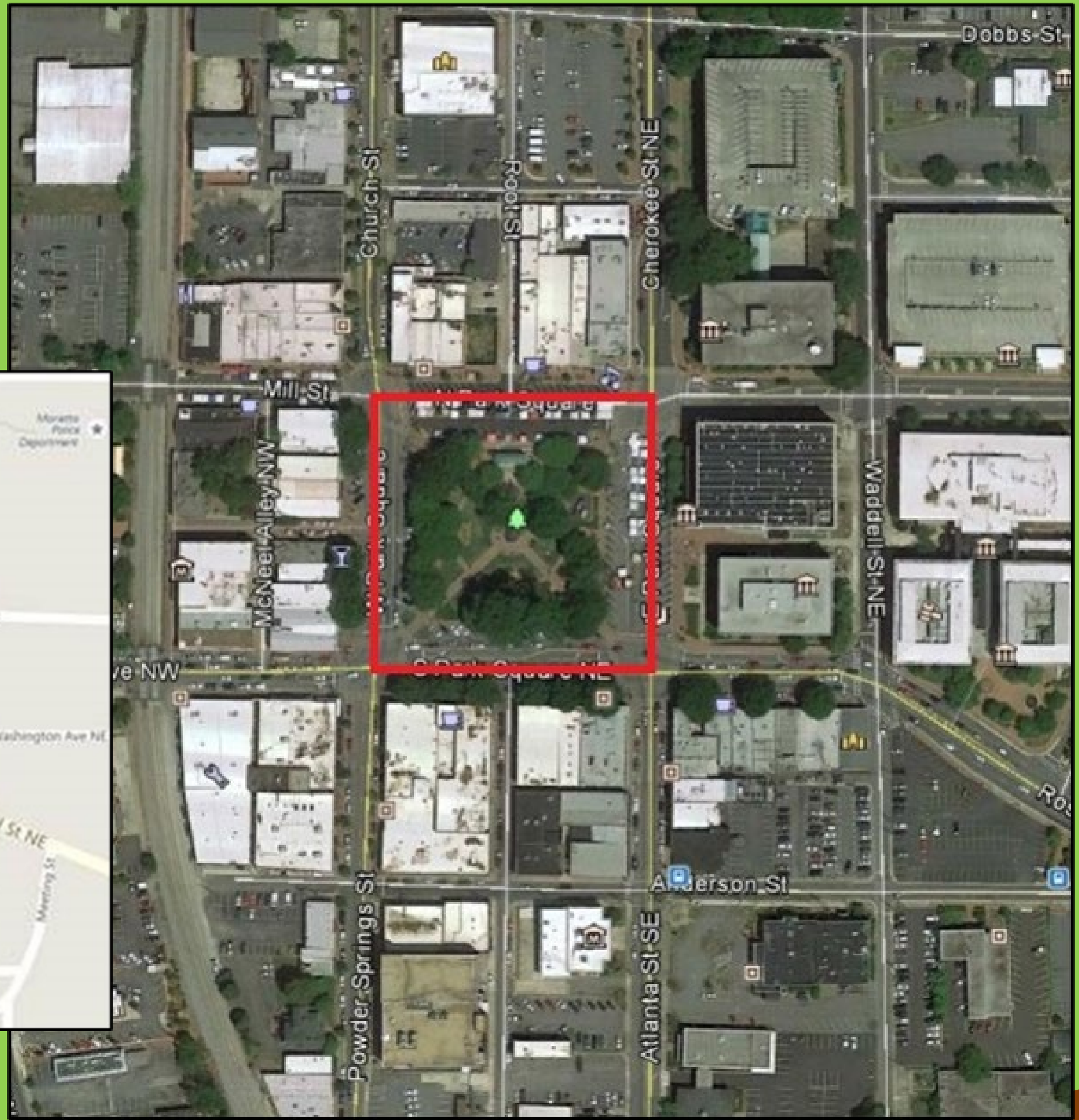
A completed ER form will provide HPD with:

- *Basic project information*
- *Details about your project site*
- *Details about what historic resources are nearby*
- *Details about the effect your project will have on any nearby historic resources*

The more details you provide, the fewer questions HPD will need to ask about your project!

***Project Materials are Submitted Online!***

# SUPPORTING DOCUMENTS - MAPS



# SUPPORTING DOCUMENTS - PHOTOS



# THE REVIEW PROCESS

- The applicant UPLOADS the project to the HPD/ER online portal
- HPD/ER reviews the project within 30-days of receiving it
- HPD/ER responds to the applicant with a letter/memo on via email or by the end of the 30-day review period
- Is that all?



# ADVERSE EFFECTS

## An Adverse Effect Defined:

When an undertaking “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!

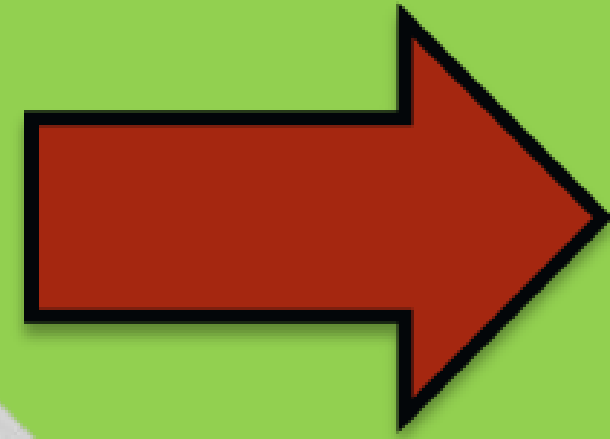
# WHAT CAUSES AN ADVERSE EFFECT?

- Introduction of incompatible visual or atmospheric elements
- Change in use, character, or setting
- Destruction or damage
- Neglect
- And more....

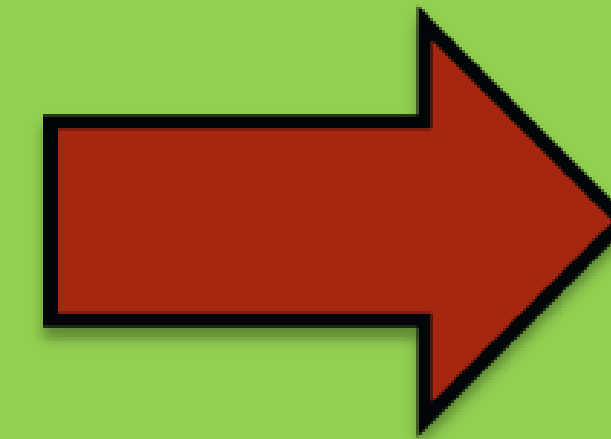


# RESOLVING AN ADVERSE EFFECT

Avoid



Minimize



Mitigate





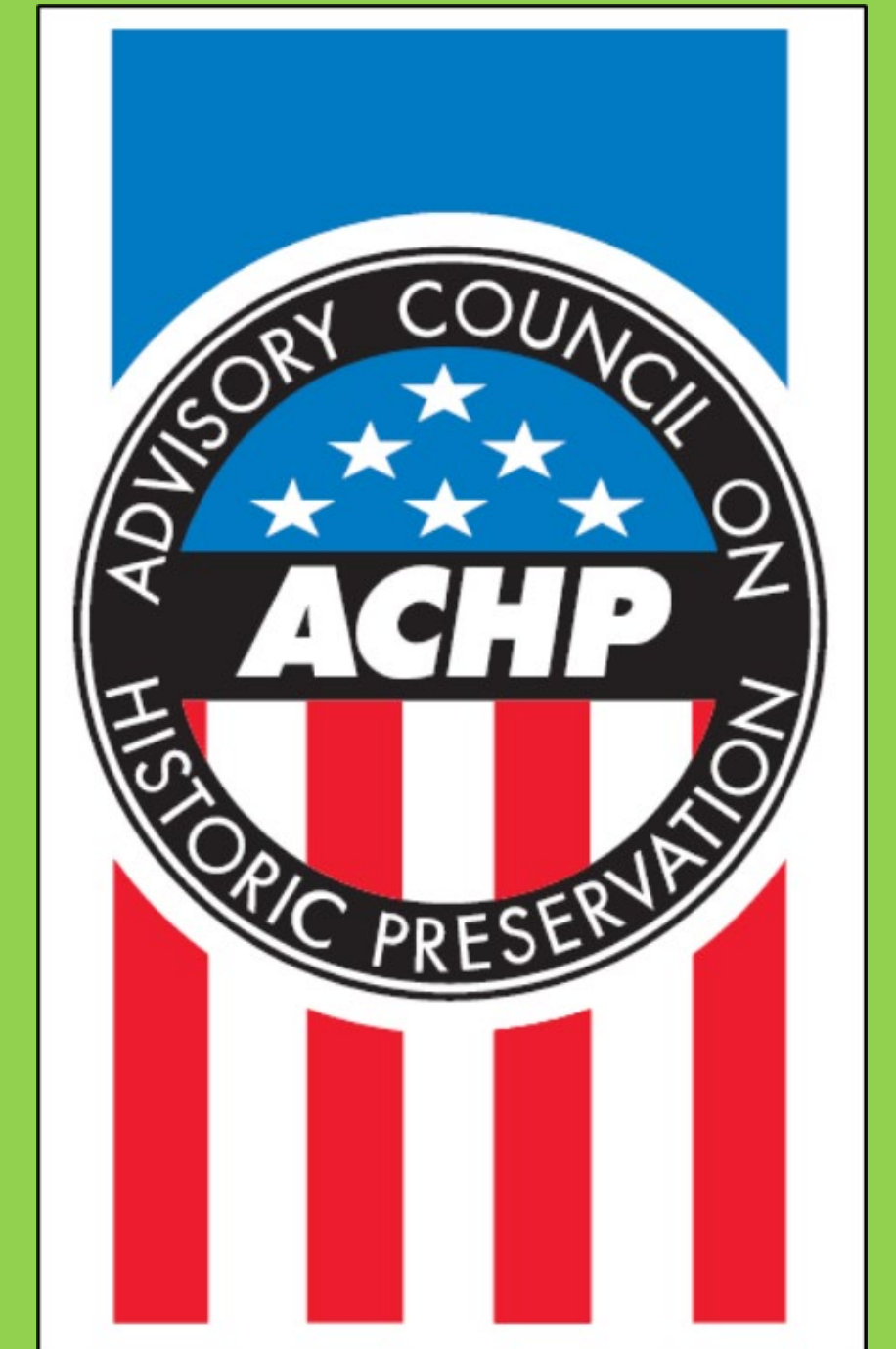
# NOTIFY ACHP OF ADVERSE EFFECTS

<https://www.achp.gov/e106-email-form>

- Items to include when contacting the ACHP:
  - Background Info
  - Photos, Maps, and Drawings
  - Adverse Effect
  - Correspondence
  - MOA Draft

*ACHP staff contact information can be found at:*

<https://www.achp.gov/about/staff>



*ACHP Notification is ONLY required if an adverse effect is determined.*

# MEMORANDUM OF AGREEMENT

*ONLY required if an adverse effect is determined*

- Formalizes mitigation measures
- Assigns responsibilities
- LEGALLY BINDING



## MOAs Include:

- Whereas Clauses (preamble)
- Stipulations (mitigation)
- Stipulations (administrative)
- Conclusion
- Signatures

# FINAL POINTS TO REMEMBER

- Cold Reader
- Sufficient Documentation
- Clear/Color Photos and Maps
- Site Plans and Elevations
- Adverse Effect is NOT the end, does NOT stop a project
- HPD is here to help!



## HPD's Website:

<https://www.dca.ga.gov/georgia-historic-preservation-division>

## External User Database Link:

<https://hpd.ga.gov/nrtigers/login>

## HPD/ER Staff Contact:

**Mary Ann Hawthorne**

**Environmental Review Historian**

[MaryAnn.Hawthorne@dca.ga.gov](mailto:MaryAnn.Hawthorne@dca.ga.gov)