

SURVEY & PLANNING ALLOWABLE ACTIVITIES

Cultural Resource Surveys: To identify and evaluate properties in an area or by theme to determine whether they may be eligible for listing in the National Register of Historic Places.

Architectural/Historical Surveys: A reconnaissance or intensive level architecture/history survey of a designated study area or theme to locate resources that may be of historic significance. The survey must be completed in accordance with the Secretary of the Interior's Standards and the WV State Historic Preservation Office Survey Manual and will include the completion of a West Virginia Historic Property Inventory Form for each documented property as well as a survey report that documents objectives, provides a description and history of the survey area, contains a bibliography, and makes recommendations for further work.

Archaeological Survey: Reconnaissance survey consists of a complete and systematic inspection of a designated study area to locate prehistoric and historic archaeological sites. It involves the investigation of both surface and subsurface contexts. Intensive survey consists of conducting limited archaeological excavation and archival research in order to determine whether a site is eligible for inclusion in the National Register of Historic Places. A research design must be submitted and approved prior to the initiation of field work. The research design must identify the qualified archaeologist who will supervise field work and laboratory analysis of any cultural materials recovered from the site. The field work must be conducted and a final report must be prepared in accordance with *Guidelines for Phase I, II, and III Archaeological Investigations and Technical Reports* (WVSHPO 2001). An archaeological site form must be completed for each site identified. All collected artifacts must be curated in accordance with the West Virginia State Historic Preservation Office Curatorial Guidelines and/or 36CFR79: Curation of Federally-owned and administered Archaeological Collections.

National Register: To assist organizations and individuals in preparing National Register Registration Forms for eligible individual properties and/or historic districts, and/or completing the National Register of Historic Places Multiple Property Documentation Form. Also, to prepare Registration Forms for a determination of eligibility when there is a majority property owner objection. For a district nomination, an architectural and history survey must have been previously conducted in the project area and the area has been previously determined eligible for listing. For an individual resource, the property must have already been identified as potentially eligible for listing by a qualified historic preservation professional.

Planning: To organize preservation information pertaining to identification, evaluation, registration, and treatment of historic properties in a logical sequence and set priorities for accomplishing those preservation activities. All projects must comply with applicable Secretary of the Interior's Standards. Projects may include the following:

A local or county historic preservation plan: At a minimum, the plan should outline strategies for the identification, evaluation, nomination and treatment of historic resources within the area. Ideally it will be created as part of a community's comprehensive plan.

Historic context statement: An historic context statement is a document used for interpreting history and historic resources. It groups together properties that share a common theme, geographic area and time period, and describes the significant broad patterns of history in an area that may be represented by historic properties. The development of context statements serves as the foundation for making decisions about identification, evaluation, nomination and treatment of historic properties.

Ordinances, regulations, or standards, such as design review and historic preservation components of zoning ordinances: Design review and zoning are tools that can be used to protect resources and implement an historic preservation plan. They should ideally be created after an historic preservation plan has been developed.

Development, purchase, or implementation of advanced planning or computer technologies and applications for the purpose of furthering local or county historic preservation planning goals.

Printing and distribution of plans, planning studies, ordinances, regulations or other similar documents.

Predevelopment: To assist in activities necessary prior to the development of a property

Historic Structure Reports: A description of existing conditions prior to development of a historic resource.

Feasibility Studies: A detailed physical investigation and analysis of a historic property conducted to determine the financial, technical, or economic advisability of a proposed project and/or alternate courses of action.

Plans and Specifications: Detailed working drawings and technical specifications necessary to guide the construction, determine the scope of work, and provide a firm basis for competitive bidding and contractual obligations.

Heritage Education: To increase awareness and knowledge of preservation and the state's rich heritage.

Conferences, seminars, or workshops: activities which discuss preservation related subjects, issues, and/or techniques and increase the knowledge, skills, and abilities of individuals involved in the administration of historic preservation activities and programs. Audience may be appointed members of historic landmark commissions, planning commissions, zoning boards, historic societies or interested persons.

Educational Projects: Development or implementation of curricula supplements, intern programs, and/or courses to instruct in preservation related subjects or techniques, or that will inform the public about specific historic resources; For example, lesson plans that teach students about the historic district in their town.

Publications: Design, research and/or printing of materials to provide information regarding preservation related subjects, issues, and/or techniques, and to educate the public about specific historic resources, such as brochures for tours of historic districts.

Audio-Visuals: Design and creation of videos, cd-roms, slide presentations, web sites or movies to instruct on preservation related subjects, issues and/ or techniques, or to educate the public about specific historic resources.

Scholarships: To provide educational opportunities for West Virginia residents to increase their knowledge of a range of issues related to historic preservation that would otherwise be unavailable. A separate public announcement will be issued when funding is available. SHPO staff reviews and approves funding and reports to Archives and History Commission.

The activity that is the subject of this program description has been financed with Federal funds from the National Park Service, Department of the Interior. The program receives Federal funds from the National Park Service. Regulations of the U.S. Department of the Interior strictly prohibit unlawful discrimination in departmental Federally Assisted Programs on the basis of race, color, national origin, age or handicap. Any person who believes he or she has been discriminated against in any program, activity, or facility operated by a recipient of federal assistance should write to: Office of Equal Opportunity, National Park Service, 1849 C Street, NW, Washington, DC 20240.