

## MINIMUM INFORMATION NECESSARY FOR SECTION 106 REVIEWS

### OFFICE OF HISTORIC PRESERVATION

Upon receipt of materials, SHPO review staff looks for the following information:

- The date of construction of buildings / structures to be renovated, occupied, removed, or demolished.
- A project description. The description should include sufficient detail for staff to assess the project's potential to affect historic resources. If the project is a "design build" undertaking, we request that the applicant provide any details or alternatives that have been proposed to date.
- A map clearly demarcating the project area.
- Photographs of the both the direct Area of Potential Effect (APE) and the indirect APE.
- If ground disturbance is required or the building or structure is over 50 years of age, staff will request the agency conduct a search of the California Historical Resources Information System (CHRIS). We then request the agency submit the results of the search to our office.  
*Note: the CHRIS search costs \$130/hr. and not all Centers are open five days/week.*
- Ground disturbance will also necessitate that the agency show proof, pursuant to 36 CFR Part 800.3(f) (2), of Native American consultation. SHPO staff direct the applicant to contact the Native American Heritage Commission and request a list of tribal groups or entities that should be notified of the project. Once the agency has contacted each group on this list, we request copies of the contact letters as proof of consultation.

If any of the above information is not included, SHPO staff will contact the applicant and request this information. The **30-day review clock resets each and every time we need to solicit additional information**. Should it be determined there is an adverse effect to any historic resource, the Advisory Council is notified by the agency and negotiations begin to find ways to avoid, minimize, and mitigate the adverse effects to the historic resource (36 CFR § 800.6). These mitigation measures are memorialized between the appropriate parties (e.g., the federal agency, the SHPO, the Advisory Council and others) in either a Memorandum of Agreement or a Programmatic Agreement. There is **NO TIME LIMIT** for the preparation of an agreement document.

There is **NO "post-compliance"** in the federal regulations.