

## **PROJECT SUMMARY FORM OHIO STATE HISTORIC PRESERVATION OFFICE**

### **Section 106 Review and Ohio Revised Code 149.53**

This is a two-tiered form. Sections 1 to 3 must be completed by everyone submitting a Project Summary Form (PSF) to the Ohio State Historic Preservation Office (SHPO). Sections 4 to 6 are reserved for agencies, consultants, or applicants that have defined an Area of Potential Effects (APE), identified consulting parties and historic properties, and have made a determination of effect.

For projects requiring a license from the Federal Communications Commission, DO NOT USE THIS FORM. Please submit the FCC Forms 620 or 621.

### **SECTION 1: PROJECT CONTACT INFORMATION**

All contact information provided must include the name, address and phone number of the person listed. Email addresses should also be included, if available. Questions can be directed to [section106@ohiohistory.org](mailto:section106@ohiohistory.org).

- A. Applicant Contact Information:
  - a. Name:
  - b. Agency/Company:
  - c. Mailing Address:
  - d. Phone Number:
  - e. Email Address:
- B. Project Name and Basic Information
  - a. Project Name:
  - b. Is this a new project submittal to SHPO? YES or NO  
If NO, please provide the SHPO/RPR Reference Number from previous submission.
  - c. Reference number used by Federal/State Agency to identify this project.
- C. Project Address or vicinity
- D. City/Township
- E. County
- F. Federal Agency/Agency Contact. (HUD Entitlement Communities acting under delegated environmental review authority should list their own contact information).
- G. Type of Federal Assistance. List all known sources of federal funding, approvals, and permits.
- H. State Agency and Contact Person (if applicable)
- I. Type of State Assistance (if applicable)

## SECTION 2: PROJECT DESCRIPTION AND LOCATION

- A. Provide a detailed description of the proposed work associated with the project.
- B. If the project involves ground-disturbing construction activities, provide a description of the construction activity and the horizontal and vertical dimensions of the expected ground disturbance.
  - a. Provide photographs of the area expected to have ground disturbance.
  - b. Provide a narrative description of current land use and conditions.
  - c. If known, please provide a description of previous land use and past ground disturbance activities. Include historic aerials and maps if useful.
- C. Provide a map depicting the location of the project; road names must be identified and legible. The use of Google maps is acceptable but any legible aerial, topographic, or county map will work. Please outline the work limits of your project or if it is a single house, a dot on the house will suffice.
- D. Current color photographs of all buildings or structures that are directly or indirectly affected by the project. Include an approximate age of the buildings/structures.

## SECTION 3: ASSOCIATED DOCUMENTATION

If available, provide any additional information such as plan or schematic sheets, renderings of the proposed building/structure/development, and/or agency correspondences. If a Phase I archaeology or reconnaissance level history architecture survey was completed, please provide the report.

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Email the completed PSF form and supporting documentation to our office via [section106@ohiohistory.org](mailto:section106@ohiohistory.org). Submission of the form does not constitute completion of the consultation process. Once the SHPO has received the information they will provide within 30 days one of the following recommendations in writing:

- A finding of *No Historic Properties Affected* [36 CFR § 800.4(d) (1)].
- Request additional information or clarification.
- Request a Phase I archaeology and/or reconnaissance level history architecture survey if not previously provided.
- A finding of *No Adverse Effect* on historic properties [36 CFR § 800.5(b)].
- A finding of *Adverse Effect* on historic properties [36 CFR § 800.5(d) (2)].

Note that the file size is limited to 20 MB. If your file sizes are larger, SHPO will be unable to receive your submission. To check your submission was received and logged in for our review, please visit <https://www.ohiohistory.org/preserving-ohio/federal-state-reviews/project-status-check-for-106/>

## **PLEASE READ BEFORE SUBMITTING YOUR PSF**

If you are an agency or consultant working on behalf of an agency continue to SECTION 4:  
AREA OF POTENTIAL EFFECTS

### **SECTION 4: AREA OF POTENTIAL EFFECT**

The Area of Potential Effect (APE) means the geographic area or areas within which an undertaking may directly or indirectly cause alterations in the character or use of historic properties, if any such properties exist. The APE is influenced by the scale and nature of an undertaking and may be different for different kinds of effects caused by the undertaking [36 CFR Part 800.16(d)].

- A. Provide an aerial map depicting the project's APE.
- B. Provide a description of the horizontal and vertical extent of the APE that accounts for direct and indirect effects. Explain the steps taken to identify the APE, and your justification for the boundaries chosen.

### **SECTION 5: IDENTIFICATION OF HISTORIC PROPERTIES**

Describe the cultural resources and properties listed in or eligible for listing in the National Register of Historic Places located within your APE and how they were identified. Identification efforts must be carried out by a qualified individual or individuals who meet the Secretary of the Interior's Professional Qualification Standards and have demonstrated familiarity with the range of potentially historic properties that may be encountered, and their characteristics.

- A. Include a SHPO GIS map depicting known resources within the APE.
- B. Provide a clear description of the steps taken to determine the presence or absence of historic properties within the APE.
- C. Provide a description of how you consulted with others (including the Indian tribes) who may have knowledge of historic properties in the APE. Please provide any written responses that you may have received from the public and consulting parties.
- D. If applicable, include a pdf copy of your Phase I archaeology and/or reconnaissance level history architecture reports.
  - a. Provide shapefiles for the area surveyed for archaeological and history architecture properties.

### **SECTION 6: DETERMINATION OF EFFECT**

If you believe that you have gathered enough information to conclude the Section 106 process, you may be ready to make a determination of effect and ask the SHPO for concurrence. Please select one of the following determinations, then explain the basis for your decision:

- No Historic Properties Affected [36 CFR § 800.4(d) (1)].
- No Adverse Effect [36 CFR § 800.5(b)] on historic properties.
- Adverse Effect [36 CFR § 800.5(d) (2)] on historic properties. You may also include an explanation of how these adverse effects might be avoided, reduced, or mitigated.

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- Agree with your determination of effect
- Suggest a different determination of effect
- Request additional information or clarification.
- Require additional information gathering efforts such as a Phase II archaeology or history architecture evaluation.

Note that the file size is limited to 20 MB. If your file sizes are larger, SHPO will be unable to receive your submission. To check your submission was received and logged in for our review, please visit <https://www.ohiohistory.org/preserving-ohio/federal-state-reviews/project-status-check-for-106/>