



POLICY STATEMENT – STATE HISTORIC PRESERVATION REVIEW BOARD

Subject: Reviews of Documentation for the Relocation of National Register-Listed Property

Pursuant to the National Historic Preservation Act of 1966, as amended, (54 U.S.C. 300101 *et seq.*, formerly 16 U.S.C. 470 *et seq.*), and E.O. 11593, the State Historic Preservation Office (SHPO) is responsible for processing requests under the federal National Register of Historic Places program for Connecticut properties.

The State Historic Preservation Office and State Historic Preservation Review Board (SRB) review requests to maintain the National Register-listed status of property when relocation is proposed and the owner seeks retention of this status. National Park Service (NPS) regulations regarding the relocation National Register-listed property are located at [36 CFR 60.14](#). Pursuant to these regulations, documentation must be prepared before and after a relocation. The regulations list the type of information needed, but do not specify the format of the documentation or level of detail.

The purpose of this statement is to clarify SHPO and SRB minimum expectations for pre-move and post-move documentations. *These documentation materials are part of the public record.

Minimums for Pre-Move Documentation

- Report (Adobe PDF or Microsoft Word document) prepared in a professional manner that includes:
 - All information listed in 36 CFR 60.14.
 - Narrative including the reasons for the move.
 - Detailed description of the methods of the move, including any temporary structural stabilization efforts or selective demolition; equipment that will be used to separate, lift, and move the resource; locations of attachment to the resource when lifted off its site; treatment of the foundation; explanation of whether any components will be separated and moved separately; any special arrangements needed while the building/structure is traveling.
 - Data table describing the estimated construction dates of major building/structure features and the proposed treatment of those features during and after the relocation (ex. retained, removed)
 - Explanation of changes to the property since the date of listing of the property in the National Register of Historic Places
- Archaeological assessments of the existing and proposed sites.
 - Archaeological investigations may be required in some cases.
- Graphics showing the proposed route of the move.
- Plan showing the orientation and location of the building on its new site.
- A Historic Structure Report *may be* necessary for some relocations, depending on the situation.
- Graphics showing the locations of attachment of temporary structures or equipment used in the process of the move *may be* necessary, depending on the situation.

State Historic Preservation Office

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Expectations during the Move

- Notification to SHPO when relocation work is scheduled to begin.
- Consultation with and notification to SHPO if there are unanticipated archaeological discoveries, substantive changes to the methodology of the move, or substantive changes to proposed treatment of the building/structure.

Minimums for Post-Move Documentation

- National Register Amendment prepared on a current National Register Form, including:
 - Description narrative explaining the current location and condition/status of the building (to reflect any changes that occurred as a result of the move)
 - New photographs of the building/structure on its new site.
 - New location map, site map, and geographic coordinates.
 - The amendment may include other supplemental information or editing of the period or areas of significance, as needed.

Definitions:

This policy was approved by the State Historic Preservation Review Board on xx.

Signed: _____
Jared Edwards, Chair, State Historic Preservation Review Board

Date:

As State Historic Preservation Officer, this policy is effective as of the date of my signature.

Signed: _____
Mary B. Dunne, State Historic Preservation Officer

Date: