

Historic Preservation Review
Hawaii Department of Land and Natural Resources (DLNR)
State Historic Preservation Division (SHPD)

Purpose: To assess effects of a project on historic properties, and, if applicable, develop plans to avoid, minimize, or mitigate adverse effects to the historic properties.

Regulations / Authority: Hawaii Revised Statutes (HRS) 6E and Hawaii Administrative Rules (HAR) 13-275 to 13-284.

Fees: Application Fee is required – Refer to submittal sheet link below.

References (not all inclusive): HRS 6E; HAR 13-275 to 13-284

For Permit Application, Guidelines and Fees:

<http://files.hawaii.gov/dlnr/shpd/forms/Arch-submittalform.pdf> for submittal sheet with listing of fees.

<http://dlnr.hawaii.gov/shpd/archaeology/historic-preservation-review-process/> for guidelines of the review process. <http://files.hawaii.gov/dlnr/shpd/archaeology/Arch-revproc.pdf> for flow chart of the review process.

<http://hawaii.gov/dlnr/hpd/hprevstndrds.htm> for Standards for Review Submissions.

For Hawaii County, see “Submittal Information for Hawaii County Grading, Grubbing and Stockpiling Permit Applications.”

Contact Information: SHPD (808) 692-8015

Checklist / Process	Chronology
1. Determine if there is an effect on historic sites by hiring an archaeological consultant to conduct an assessment. A current list of archaeological consultants that are approved by SHPD to conduct archaeological activities in the State of Hawaii can be found at http://dlnr.hawaii.gov/shpd/archaeology/ .	3 months
2. Determine if an inventory survey is needed. If yes, go to Step 3. If no, submit the archaeological assessment determining no effect on historic sites for an approval by SHPD.	1 to 3 months
3. Prepare an Archaeological Inventory Survey (AIS) including recommendations on significance of historic sites and mitigation plans. If no historic sites are present, submit the AIS for an approval by SHPD.	3 to 6 months 1 to 3 months
4. SHPD approves, recommends changes, or rejects the AIS.	3 to 6 months
5. After the approval of the AIS, the SHPD may require preservations plans, data recovery plans, and/or monitoring plans for the applicant to prepare through its archaeological consultant.	1 to 3 months
6. Submit required plans from Step 5.	
7. SHPD approves, recommends changes, or rejects the plans.	3 to 6 months
Estimated Time from Completed Application Acceptance	1 year to 3 years

Other Application Considerations:

1. Historic preservation review is required for all projects with potential to impacts historic sites.
2. Each phase of the development (i.e. permitting phase and construction phase) will require a historic preservation review process. If the project parameters do not change, the original AIS can be submitted for all subsequent phases.
3. Although, permitting agencies are allowed to determine the significance of the historic sites, permitting agencies typically defer that determination to SHPD. It is generally recommended to start the historic preservation review process as early as possible.
4. It is recommended to consult with SHPD before fieldwork at Step 3 is conducted to determine scope of work for pedestrian survey and backhoe testing. Prior archeological studies done for the same site can provide sufficient information to support a SHPD determination without need for additional site assessment.
5. It is also recommended that applicants consult with Native Hawaiian organizations or other stakeholders regardless of whether a Federal Section 106 process is required.
6. Please review the Aloha Aina Guidance Document for helpful information on consulting the appropriate resource management entities:
http://hawaiihumpbackwhale.noaa.gov/council/council_aloha_aina_guidance.html.
7. To fully understand potential impacts to archeological resources, developers are advised to consult the Aha Moku Advisory Committee within the Department of Land and Natural Resources, which advises the Board of Land and Natural Resources. Active practitioners of Native Hawaiian culture within the area should also be consulted early in the project siting and due diligence stages.
8. Consult SHPD to determine if other approvals are required, such as:
 - Inventory Survey Report
 - Preservation Plan
 - Monitoring Plan
 - Archeological Data Recovery Plan or Report
 - Burial Treatment Plan
 - Burial Disinterment Report
 - Ethnographic Documentation Report
 - Osteological Analysis Report
 - Cultural Impact Assessment