

State Historic Preservation Division  
**HRS 6E Submittal Form**

Per §6E, Hawai'i Revised Statutes, if the Project requires review by the State Historic Preservation Division (SHPD), please review and fill out this form and submit all requested information to SHPD. Please submit this form and project documentation **electronically** to:

dlnr.intake.shpd@hawaii.gov

If you are unable to submit electronically, please contact SHPD at (808) 692-8015. Mahalo.

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The submission date of this form is:

**1. APPLICANT** (select one)

Property Owner       Government Agency

**2. AGENCY** (select one)

Planning Department       Department of Public Works       Other (specify):

Type of Permit Applied For:

**3. APPLICANT CONTACT**

3.1) Name:

3.2) Title:

3.3) Street Address:

3.4) County:

3.5) State:

3.6) Zip Code:

3.7) Phone:

3.8) Email:

**4. PROJECT DATA**

4.1) Permit Number (if applicable):

4.2) TMK [e.g. (3) 1-2-003:004]:

4.3) Street Address:

4.4) County:

4.5) State:

4.6) Zip Code:

4.7) Total Property Acreage:

4.8) Project Area (acreage, square feet):

4.9) List any previous SHPD correspondence (LOG Number & DOC Number, if applicable):

LOG NO.

DOC NO.

**5. PROJECT INFORMATION**

5.1) Does the Project involve a Historic Property? A Historic Property is any building, structure, object,

district, area, or site, including heiau and underwater site, **which is over 50 years old** (HRS §6E-2).

Yes  No

5.2) The date(s) of construction for the historic property (building, structure, object, district, area, or site, including heiau and underwater site) is

5.3) Is the Property listed on the Hawai'i and or National Register of Historic Places? To check:  
<http://dlnr.hawaii.gov/shpd/>

Yes  No

5.4) Detailed Project Description and Scope of Work:

5.5) Description of **previous** ground disturbance (e.g. previous grading and grubbing):

5.6) Description of **proposed** ground disturbance (e.g. # of trenches, Length x Width x Depth):

5.7) The Agency shall ensure whether historic properties are present in the project area, and, if so, it shall ensure that these properties are properly identified and inventoried. Identify all known historic properties:

5.8) Once a historic property is identified, then an assessment of significance shall occur.

Integrity (check all that apply):

Location  Design  Setting  Materials  Workmanship  Feeling  Association

Criteria (check all that apply):

- a – associated with events that have made an important contribution to the broad patterns of our history
- b – associated with the lives of persons important in our past
- c – embody the distinctive characteristics of a type, period, or method of construction; represent the work of a master; or possess high artistic value
- d – have yielded, or is likely to yield, information important for research on prehistory or history
- e – have an important value to the Native Hawaiian people or to another ethnic group of the state due to associations with cultural practices once carried out or still carried out, at the property or due to associations with traditional beliefs, events, or oral accounts - - these associations being important to the group's history and cultural identity

5.9) The effects or impacts of a project on significant historic properties shall be determined by the agency.

Effect Determination (select one):

- No Historic Properties Affected
- Effect, with Agreed Upon Mitigation Commitments (§6E-42, HRS)
- Effect, with Proposed Mitigation Commitments (§6E-8, HRS)

5.10) This project is (check all that apply, if applicable):

- an activity, or program funded in whole or in part under the direct or indirect jurisdiction of a Federal agency, including those carried out by or on behalf of a Federal agency;
- carried out with Federal financial assistance; and or
- requiring a Federal permit, license or approval.

If any of these boxes are checked, then the Project may also be subject to compliance with Section 106 of the National Historic Preservation Act (NHPA).

## 6. PROJECT SUBMITTALS

6.1) Please submit a copy of the Tax Map Key (TMK) map

6.2) Please submit a copy of the property map showing the project area and indicate if the project area is smaller than the property area.

6.3) Please submit a permit set of drawings. A permit set is a set of drawings prepared and signed by a licensed architect or engineer and is at least 65% complete.

6.4) Are you submitting a survey?

Yes  No

Specify Survey:

6.5) Did SHPD request the survey?

Yes  No

If 'Yes', then please provide the date, SHPD LOG NO, and DOC NO:

Date:    LOG NO.    DOC NO.

6.6) **SURVEY REVIEW FEES.** Fee for Review of Reports and Plans (§§13-275-4 and 284-4). A filing fee will be charged for all reports and plans submitted to our office for review. Please go to:

<http://dlnr.hawaii.gov/shpd/about/branches/archaeology/filing-fee-schedule/>

A check payable to the Hawaii Historic Preservation Special Fund should accompany all reports or plans submitted.

6.7) Please submit color photos/images of the Historic Property (any building, structure, object, district, area, or site, including heiau and underwater site) that will be affected by the Project.

The following are the minimum number and type of color photographs required:

Quantity	Description
1-2	Street view(s) of the resource and surrounding area
1-2	Over view of exterior work area
1	exterior photo of the North elevation (if applicable)
1	exterior photo of the South elevation (if applicable)
1	exterior photo of the East elevation (if applicable)
1	exterior photo of the West elevation (if applicable)
1-2	interior photos(s) of areas affected (if applicable)

#### CHECKLIST

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- SHPD FORM 6E** (this form)
- PROJECT SUBMITTALS** (any requested documentation for items 6.1 - 6.7 of this form)
- FILING FEE FORM** (if applicable)