## **ATTACHMENTS**

**ENVIRONMENTAL REVIEW RECORD** 

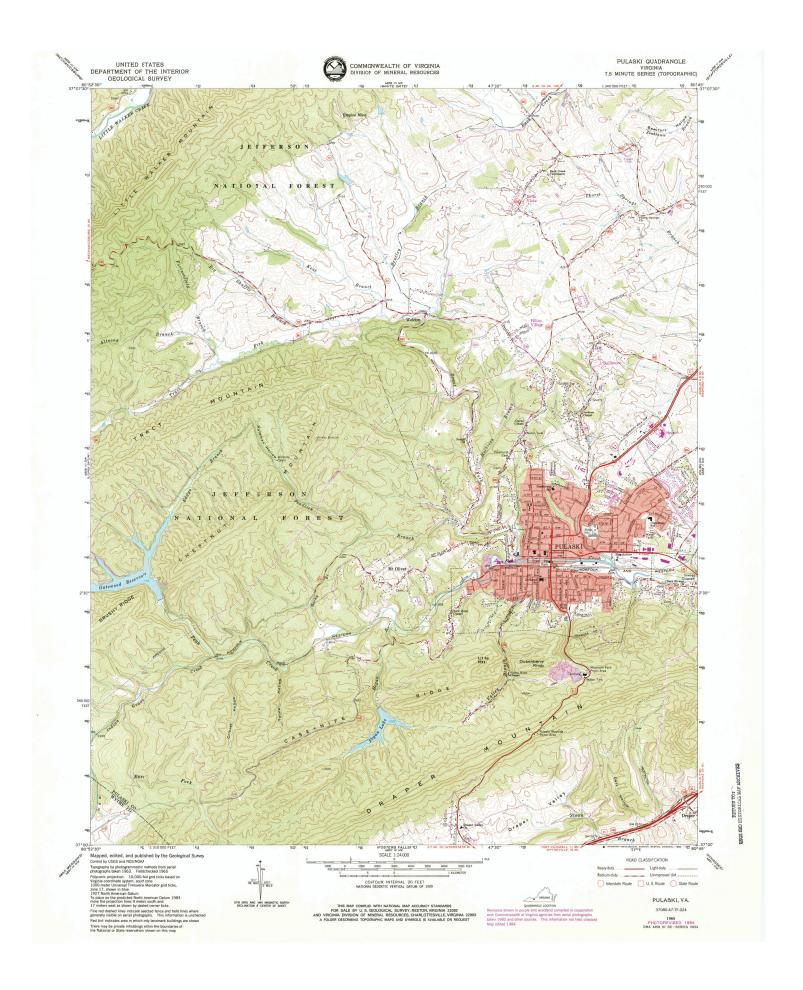
#### TABLE OF CONTENTS FOR ATTACHMENTS

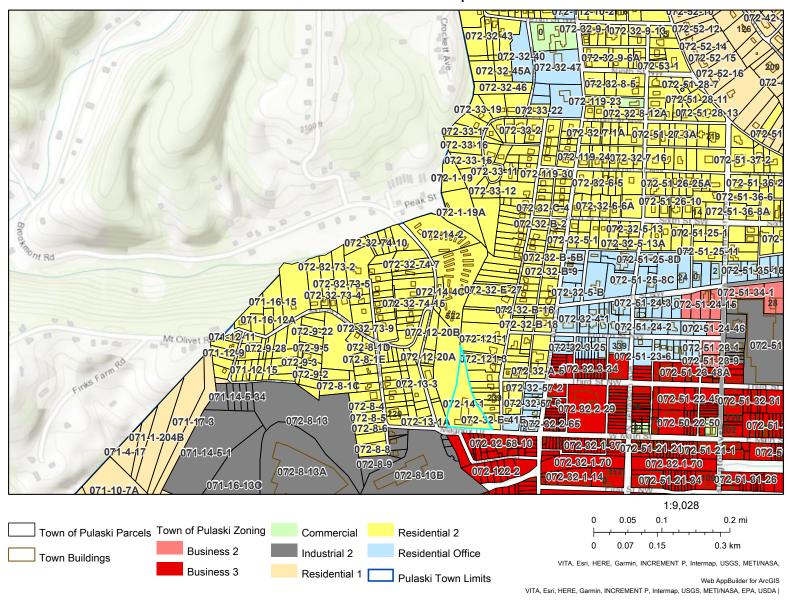
#### **Project Area Maps**

- 1. Historic Properties
- 2. Floodplain Management
- 3. Wetland Protection
- 4. Coastal Zone Management
- 5. Sole Source Aquifers
- 6. Endangered Species
- 7. Wild and Scenic Rivers
- 8. Air Quality
- 9. Farmlands Protection
- 10. Noise Abatement and Control
- 11. Explosive and Flammable Operations
- 12. Airport Hazards
- 13. Contamination and Toxic Substances
- 14. Environmental Justice

**ERR Checklist Items** 

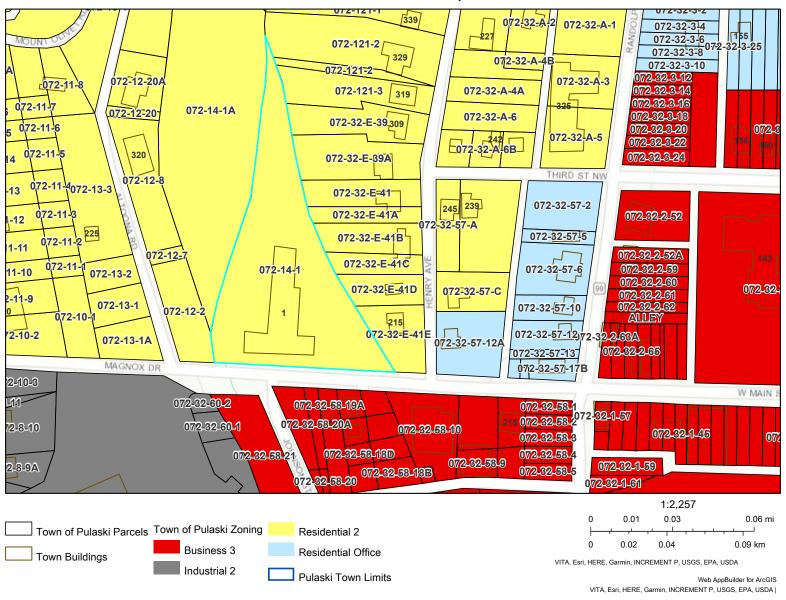
- □ Area USGS Map 37080-A7-TF-024
- ArcGIS Web Map Town of Pulaski Zoning
- □ ArcGIS Web Map Town of Pulaski Zoning Site Specific
- □ DHR VGIN Area of Potential Effect
- □ Pulaski County Historic Districts July 18, 2019
- □ National Flood Hazard Layer FIRMette 51155C0141G

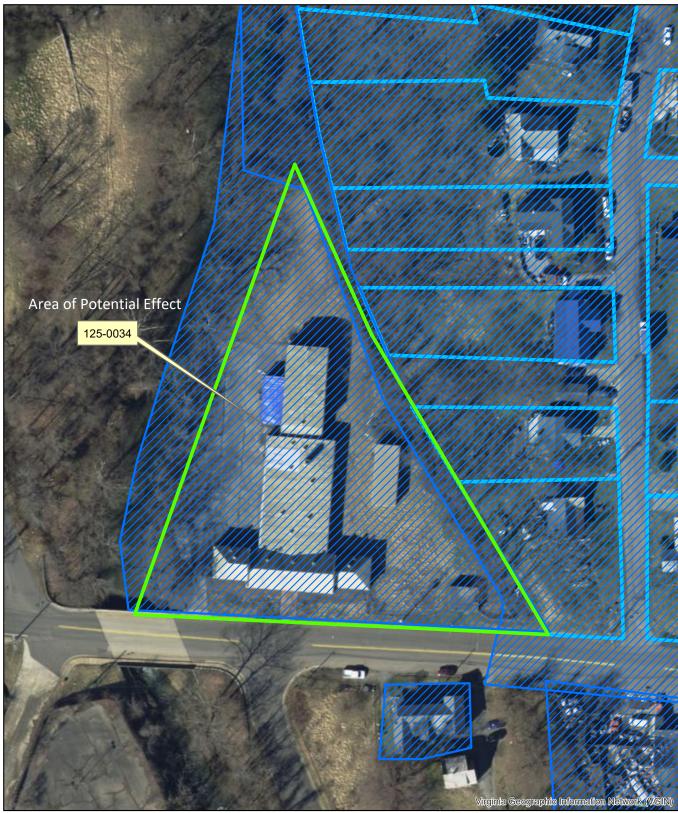




### ArcGIS Web Map

## Town of Pulaski Zoning Calfee Community & Cultural Center





Calfee Community & Cultural Center Quad: Pulaski Location: 1 Magnox Drive, Pulaski, VA 24301 May 20, 2020 A. Ćox

#### Legend

Area of Potential Effect (APE) Architecture Resources Individual Historic District Properties Archaeological Resources

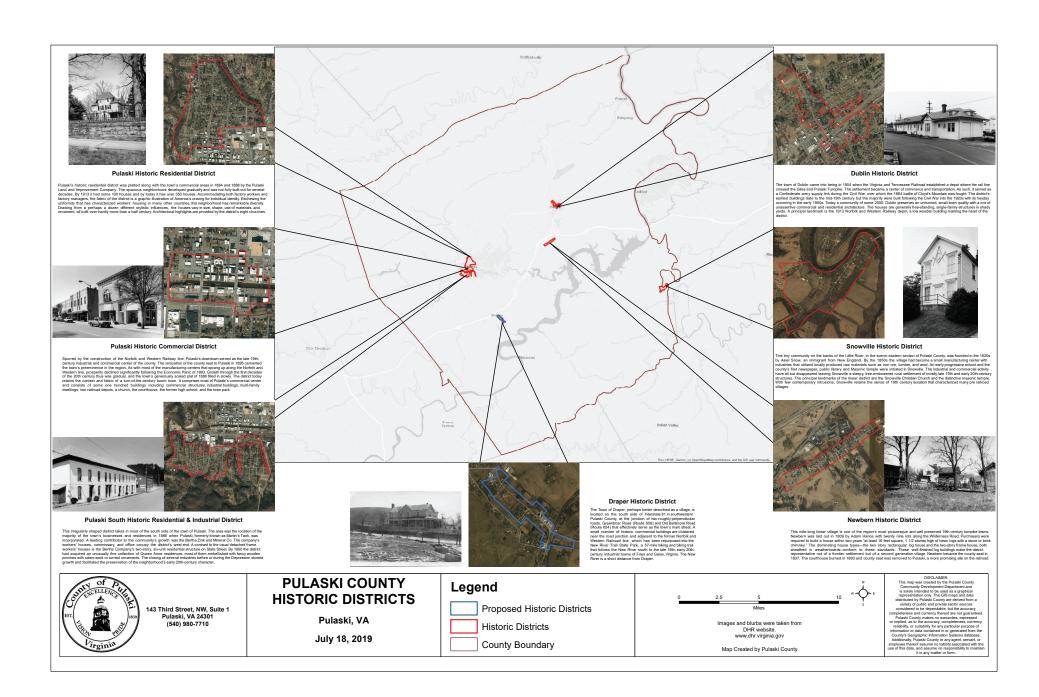
DHR Easements

1 inch = 87 feet

Sources: VDHR 2015, USGS 2002
Records of the Virginia Department of Historic Resources (DHR) have been gathered over many years and the representation depicted is based on the field observation date and may not reflect current ground conditions. The map is for general illustration purposes and is not intended for engineering, legal or other site-specific uses. The map may contain errors and is provided "as-is". Contact DHR for the most recent information as data is updated continually.



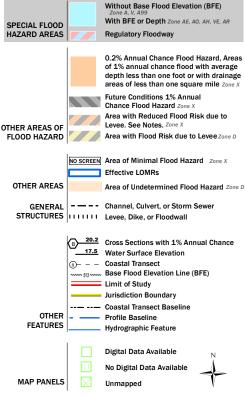




# National Flood Hazard Layer FIRMette **FEMA** 1920 FEE AREA OF MINIMAL FLOOD HAZARD C 1919 9 FEE 1919 FEET OWN OF PULASKI FLOODWAY nal Map: Orthoimagery. Data refreshed April, 2019.

#### Legend

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT



9

The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 4/29/2020 at 10:53:53 AM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.

1,000

1,500

250

500

1:6,000

Feet

2,000

#### 1. Historic Properties

- □ Project Review Application
  - ePIX Application October 21, 2020
  - Photographs of Buildings (3)
    - o Building Plaque
    - o Front Door of Calfee Training School
    - o Front of Calfee Training School
  - Cultural Resources Repot
  - Plans and Architectural Drawing
    - o Site Plan for Future CCCC
    - o Preliminary Design for Floorplan of Future CCCC
  - DHR VGIN Map with Area of Potential Effect
- □ DHR Response November 20, 2020

Print

#### **Create New Application**

This electronic form is to be used for the submission of new projects only. If you wish to submit additional information in support of an existing project, please contact the reviewer assigned to that project.

Before using this form, please understand that the information being requested is important to our review. Incomplete information may lead to delays in the review of your project. Please read all questions carefully and respond as completely as possible. For security purposes, your ePIX session will timeout after 20 minutes of inactivity and any unsaved changes will be discarded. To ensure that no information is lost, we recommend saving your application after the completion of each section. If you have questions concerning the completion of this application, please contact DHR staff at ePIX@dhr.virginia.gov.

#### -SECTION I. CONTACT INFORMATION-

Ms. Jill Williams 1117 Prospect Ave. Pulaski, VA 24301 7049954547

Submitted By Jill.e.williams@gmail.com

Please indicate what your role in this project is:

Applicant Role Consultant tasked with initiating consultation

If Other, please specify

#### SECTION II. GENERAL PROJECT INFORMATION

Project Name Calfee Community & Cultural Center

Agency Project Number

Associated DHR File Number 2020-4640

Project Street Address 1 Magnox Dr.

Independent Cities and/or Counties (multiple cities/counties are allowed):

City/County Name

Pulaski

Town/Locality, if applicable Pulaski

#### **Agency Involvement**

Please select one of the following options as they relate to the project you are submitting:

https://epix.dhr.virginia.gov/secure/PrintApplication.aspx?id=da8a2d2f-25a4-43ae-8284-d268d30c857d

10/21/2020 ePIX - Print Application

• My project involves a federal or state agency and requires review by DHR under the National Historic Preservation Act (Sections 106 or 110), Virginia Environmental Impact Reports Act or other provision of state or federal law.

OI am seeking Technical Assistance from DHR in the assessment of potential impacts of my project on historic resources (e.g. federal or state involvement anticipated, initial project scoping, local government proffer or ordinance).

It is important that you know the nature of the federal or state involvement in your project. Please note that there are a number of state-managed programs that are federally funded (e.g. Transportation Enhancement Grants, some recreational trail grant programs, and many DHCD programs). Understanding the involvement of the agency and the program is helpful for our review.

In some cases there are multiple agencies involved in a project. In these cases, there is generally a "lead" agency. In order to help clarify this, please list the agencies in the order of their involvement in the project. If, for example, there are two agencies providing funding, please provide the contact information for the primary source of federal funding first.

Please select the agency, relationship, contact and click the **Select** button:

Agency	Relationship
Department of Housing and Community Development	State Funded

#### SECTION III. PROJECT DESCRIPTION and CURRENT AND PAST LAND USE

We need to know as much as possible about the project that is being proposed as well as the current condition of the property. In the fields below, you will be required to provide descriptions that are no longer than 2000 characters. Additional and more detailed information can be uploaded and attached at the end of the application.

#### Overview and existing conditions

Please provide a general description of the project.

The historic African American Calfee Training School is currently sitting empty. Community members in Pulaski have come together to renovate the building into a community and cultural center that will house a childcare program, a museum commemorating local African American history, a community kitchen, multiple event and office spaces, a computer lab, two natural outdoor playspaces and a half basketball court. The 2.66 acre property is geographically bounded by Magnox Drive on the South, Tract Fork on the West, and the property line on the East. (See attached property survey.) Physical improvements to the property will include interior renovations, the construction of one small two-story addition on the back of building, a repositioned parking lot (including a half-basketball court), external ramps for building accessibility, and two natural outdoor playspaces. The external building facade facing Magnox Drive will not be

Project Description changed other than an added ramp. (See attached preliminary designs.)

How many acres does the project encompass?

Number of Acres 2.66

Please describe the current condition and/or land use of the project area (e.g. paved parking lot, plowed field).

Three structures stand on this property. The school building is a classical T-shape with the front of the structure (formerly including classrooms and administrative areas) facing Magnox Dr. The gross square footage of this area is approximately 13,250 gross square feet (outside face of wall to outside face of wall). An additional storage shed (960 square feet) sits to the side of the building opposite of the creek. Finally, a small water pump station, owned by the Pulaski County Public Service Authority, sits on the eastern corner of the property. A paved parking lot current abuts the

Current Condition building on the Tract Fork side.

Please describe any previous modifications to the property, including ground disturbance.

In 1990, Magnox Corporation renovated the Calfee Training School for use as an office space. At that time, the former gym/multipurpose area was divided into two floors and used as a storage and warehouse facility for Magnox. The entrance area to the building from the front door was enlarged, taking space from four classrooms and adding a built-in reception

Previous Modifications desk. No renovations have occurred since that time.

#### Work involving buildings or structures

Does the project involve the rehabilitation, addition to, alteration, or demolition of any building structure over 50 years of age?

Buildings Over 50 YearsYes

If yes, please describe the work that is proposed in detail. Current photographs of affected building or structure, architectural or engineering drawings, project specifications and maps may be uploaded at the end of the application.

10/21/2020 ePIX - Print Application

The majority of the adaptive reuse project will involve renovating the building's interior to meet the identified purposes of the future center. Most original classroom walls will remain intact, but a few will be modified. Most notably, three children's bathrooms will be added between classrooms (2) and within a classroom (1) in the learning center. The original bathrooms in the middle of the building will be converted into an infant classroom and an administrative office for the learning center. One classroom at the front of the building will be divided into an office, kitchenette, bathrooms and storage closets. And original footprints of the four classrooms adjacent to the entry that were modified in the Magnox renovation will be restored. The only new construction to the building will be a small two-story addition on the back which will add space for storage and bathrooms on both the first and second floors. A passenger elevator will be added at the rear of the building in order to make the second floor accessible. On the building's exterior, the major changes will be (1) the addition of a wheelchair accessible ramp on the front of the building wrapping around to an entrance on the side of the building, (2) on the creek side of the building, the entryway to the childcare center and event space will change in appearance somewhat to accommodate a ramp and an outdoor space, and (3) external doors will be added to each of the six childcare classrooms for ease of access to the outdoor play spaces. (See

Details attached preliminary designs for more details.)

#### Work involving ground disturbance

Is there any ground-disturbance that is part of this project?

Ground DisturbanceNo

If yes, describe the nature and horizontal extent of ground-disturbing activities, including construction, demolition, and other proposed disturbance. Plans, engineering drawings, and maps may be uploaded on the next page at the end of the application.

Extent of Activities

What is the depth of the ground disturbance? If there are several components to the project, such as new building, utility trenches, and parking facilities, provide the approximate depth of each component.

Depth

How large is the area where ground-disturbing activities will take place? (in acres)

Area Size

#### SECTION IV. AREA OF POTENTIAL EFFECT (APE)

The Area of Potential Effects (APE) is defined as the geographic area or areas within which a project may directly or indirectly cause changes in the character or use of historic properties, if they exist. It is not necessary for an historic property to be present in order to define an APE.

An example of a direct effect is the demolition of an historic building while an indirect effect would be the alteration of an historic setting resulting from the construction of a communications tower or the introduction of noise as the result of the construction of factory. An area such as the footprint of a proposed building is obviously within the APE, but you must also consider visual effects on the property and the limits of all ground-disturbing activity. So, any project may have two APEs - one for direct effects and one for indirect effects.

Please see our guidance on <u>Defining Your APE</u> for more detailed information on defining direct and indirect APEs. If you are using <u>DHR's Data Sharing System</u>, you should indicate the APE on the DSS map. For instructions on how to do this, consult the <u>DSS general use guidelines</u>.

Please provide a brief summary of and justification for the APE and upload your APE map at the end of the application. The written boundary description must match the submitted APE map.

The Area of Potential Effect consists only of the 2.66 acre property which is geographically bounded by Magnox Drive on the South, Tract Fork on the West, and the property line on the East. (See attached property survey and APE map.) There will be no disturbance of sight lines during this APE proposed adaptive reuse project.

#### -SECTION V. CONSULTING PARTIES AND PUBLIC INVOLVEMENT

The views of the public, Indian tribes and other consulting parties (e.g. local governments, local historical societies, affected property owners, etc.) that may have an interest in historic properties that may be affected by the project are essential to informed decision-making. In some cases, the public involvement necessary for other environmental reviews such as that under the National Environmental Policy Act (NEPA) may be sufficient for the Section 106 process, but the manner in which the public is involved must reflect the nature and complexity of the proposed project and its effects on historic resources.

What consulting parties have you identified that have an interest in this project? Please describe your previous and future efforts to involve consulting parties.

The primary parties with interest in this project include former students of the Calfee Training School and their families as well as families who will benefit from programs at the future Calfee Community and Cultural Center (CCCC). The entire initiative has been guided by principles of community engagement and ownership. The original visioning process for the CCCC created opportunities for nearly 300 people, including a large percentage of former Calfee Training School students, to participate in designing the vision for the new facility through in-person facilitated dialogues and surveys. A selection process for the CCCC Board of Directors engaged hundreds of people in nominating, vetting and ultimately selecting a slate of 15 Directors, a majority of whom were students at the historic Calfee Training School or their family members and three of whom were previously youth interns for the Calfee Training School Project. These youth interns were a part of a group of seven students trained in oral history techniques who conducted interviews with former students of the school.

Consulting Parties Their interviews are currently being edited into a documentary.

Please provide information on any previous or future efforts to involve the public, including public hearings, public notices, and other efforts.

10/21/2020 ePIX - Print Application

A survey of Pulaski County parents was conducted in 2018 to gather data related to the need and perception of the need for a new licensed childcare program in the County. The CCCC Board continues to engage the broader public as it designs the programs and spaces in ways that meet the needs of the community members and organizations it intends to serve. An initial public hearing was held on July 7, 2020 to solicit community feedback on the Town's community development needs. Notices about the meeting were published in the local newspapers, and posted in flyers around the downtown area and on social media. A second public hearing will be held in January 2021 to gather specific feedback on the proposed plans for the building. A survey for families who will be served by the CCCC's future programs has been designed and will be conducted soon. Two-way communication with the public is also maintained on a regular basis through the CCCC's social media platforms on Facebook and Instagram. The CCCC's Board is regularly advised on its decisions by subcommittees related to fundraising, museum, kitchen, childcare, and building plans and

Public Involvement members of the public are encouraged to join those subcommittees.

#### SECTION VI. PREVIOUSLY IDENTIFIED HISTORIC RESOURCES

In order for this application to be considered complete, you must determine if there are any known historic resources in the APE and provide this information to us. This step is generally referred to as a DHR Archives Search. More information on how to acquire this information can be found in our guidance document Obtaining an Archives Search.

Has any portion of the APE been previously surveyed for archaeological and/or architectural resources?

SurveysYes

If yes, describe and provide the names of any reports that you are aware of.

A DHR archives search turned up a Pulaski Town Reconnaissance Level Survey conducted by a survey team made up of Gibson Worsham, Holly Olden, and Mark Bittle. The project was funded under a survey sub-grant program funded by the Virginia Department of Historic Resources, and

Survey Reports sponsored by VDHR and the Town of Pulaski. (DHR Report No. PU-026)

Are there any previously recorded archaeological sites or architectural resources, including historic districts or battlefields within the APE?

Recorded ResourcesYes

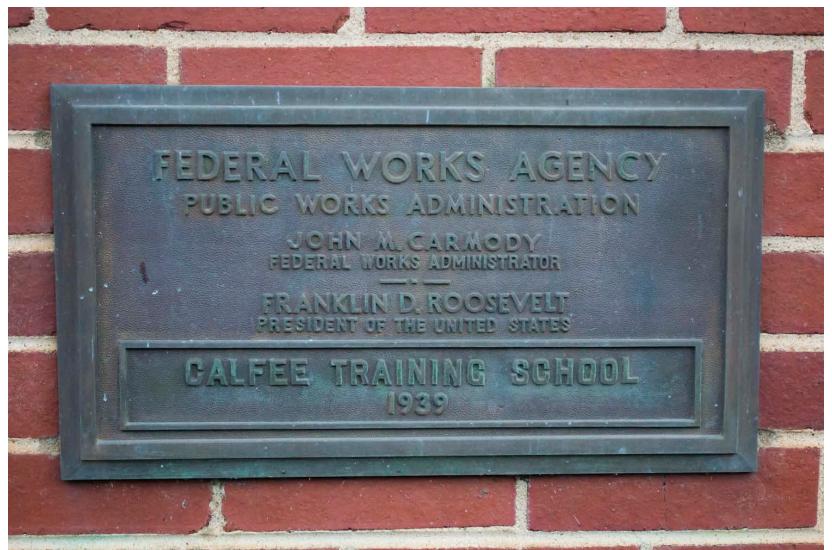
You must upload in Section VIII of this application the Archives Search Map showing previously recorded resources in the APE and the DSS reports for all previously recorded resources.

#### -SECTION VII. ADDITIONAL CONTACTS TO THE APPLICATION

Last Name	First Name	ne Organization	
Chaparich	Kelly	Department of Housing and Community Development	

#### -SECTION VIII. UPLOAD FILES FOR THE APPLICATION

Document Name	File Name	Note
Photographs of buildings	Delaney-DSC_0143- 6.tif	Photo of plaque on building - "Federal Works Agency: Public Works Administration"
Photographs of buildings	Rivers-CP-5.tif	Photo of front door of the Calfee Training School
Photographs of buildings	IMG_20200401_125328 (1).jpg	Photograph of the front of the Calfee Training School
Cultural Resources Report	Resource Report 125- 0034.pdf	
Plans and/or architectural drawings	2020-7-27_15316- SitePlan.pdf	Site plan for future CCCC
Plans and/or architectural drawings	2020-7-27_15316- FloorPlan.pdf	Preliminary designs for floorplan of the future CCCC
Map of APE	Calfee Community & Cultural Center Map.pdf	



Calfee Training School Adaptive Reuse Project Environmental Review Record

February 1, 2021

Attachment 1 - Historic Resources Page 8 of 19





DHR ID	Incorporated Towns	Jurisdictions	Property Names	Property Addresses	Historic District Name	Evaluation Status
			Pulaski Historic Residential District (NRHP Listing),			
125-0006	Pulaski	Pulaski (County)	Pulaski Residential Historic District (Alternate Spelling)	Randolph Avenue - Alt Route 99	Pulaski Residential Historic District	NRHP Listing, VLR Listing
125-0034	Pulaski	Pulaski (County)	Calfee Training School (Historic)	1 Magnox Drive, Main Street West	<null></null>	<null></null>

Other DHR ID: No Data

DHR ID: 125-0006

#### **Property Information**

**Property Names** 

Name Explanation Name

Alternate Spelling Pulaski Residential Historic District NRHP Listing Pulaski Historic Residential District

**Property Addresses** 

Current - Randolph Avenue Route 99

County/Independent City(s): Pulaski (County)

Incorporated Town(s):PulaskiZip Code(s):24301Magisterial District(s):No DataTax Parcel(s):No DataUSGS Quad(s):PULASKI

#### **Property Evaluation Status**

NRHP Listing VLR Listing

This Property is associated with the Pulaski Residential Historic District

#### **Additional Property Information**

Architecture Setting: Town
Acreage: 145

#### **Site Description:**

NRHP nomination:

Pulaski, with a population of 10,860, lies on Peak Creek, a tributary of the New River, along the northern slopes of Drapers Mountain in Pulaski County. U. S. Route 11 runs east-west through the northern part of the town before turning south and following Randolph Avenue and Valley Street to cross Drapers Mountain. Historically this was the main route through the Peak Creek valley and Martin's Tank, later the town of Pulaski.

The district is roughly bounded on the east and north by the rear lot lines of the houses on Prospect Avenue as far north as Eleventh Street and by the rear lines of the lots on the north side of Eleventh Street. It is bordered on the west by the rear lot lines of the houses on the west side of Henry Avenue and for the most part on the south by the north side of Third Street between Randolph and Washington Avenues, and along Fifth Street between Washington and Prospect. Washington Avenue and Sixth Street is at the heart of the district, where the divided-lane boulevards intersect at the site identified on early maps as "Washington Square." Prospect Avenue is the site of the largest concentration of large homes of the factory managers, while Henry Avenue to the west is lined by the homes of workers dating from the first half of the twentieth century. The original lots were built up in a scattered manner through the late nineteenth and early twentieth centuries, and beginning in the 1920s they were often subdivided and built on by later generations.

#### Surveyor Assessment:

NRHP nomination:

The town of Pulaski has suffered from a depressed economic climate since the closing of the mineral industries before and during the Depression. Largely for this reason the district has not suffered from the growth which has harmed similar districts in Roanoke, a railroad and industrial city of similar age. In spite of the economic climate the district has remained a carefully maintained area where most structures are the first to occupy their sites and where houses and churches have, until recent years, been slow to change hands and are well maintained by their owner/occupants.

See nomination for preceding significance statement.

Surveyor Recommendation: Recommended Eligible

Ownership

**Date Source:** 

Ownership Category Ownership Entity

vate No Da

#### **Primary Resource Information**

Resource Category: Other

Resource Type:Historic DistrictNR Resource Type:DistrictHistoric District Status:No DataDate of Construction:Post 1888

**Historic Time Period:** Reconstruction and Growth (1866 - 1916)

Site Visit

May 20, 2020 Page: 1 of 3

#### Virginia Department of Historic Resources

Architectural Survey Form Other DHR ID: No Data

Architecture/Community Planning, Commerce/Trade, Domestic, Education, Government/Law/Political, Health Care/Medicine, Religion, Social **Historic Context(s):** 

Other ID Number:

**Architectural Style:** Mixed (more than 3 styles from different periods, 0)

No Data Form: No Data **Number of Stories: Condition:** Good Threats to Resource: None Known

#### **Architectural Description:**

NRHP Nomination: The historic residential district comprises most of the residential area north of the previously nominated Pulaski Historic Commercial District, as well as some commercial structures intervening between the two districts. There are 363 buildings in the district, including seventeen multi-family and 321 single-family dwellings, eight churches, a former high school, twelve commercial or office structures, two club or fraternal buildings, a hospital, and the municipal waterworks. Of these, eighty-five are considered noncontributing elements. The majority of the contributing buildings are frame and brick residences dating from the 1880s through the 1940s, most of which are intact and wellmaintained.

See nomination for architectural analysis and inventory.

#### **Secondary Resource Information**

#### **Historic District Information**

**Historic District Name:** Pulaski Residential Historic District

**Local Historic District Name:** No Data **Historic District Significance:** No Data

#### **CRM Events**

**Event Type: NRHP Listing** 

DHR ID: 125-0006 **Staff Name:** NPS 8/11/1988 **Event Date:** 

**Staff Comment** No Data

**Event Type: VLR Listing** 

DHR ID: 125-0006 **Staff Name:** VHLC 2/16/1988 **Event Date:** 

**Staff Comment** No Data

**Event Type: NRHP Nomination** 

DHR ID: 125-0006

Staff Name: Gibson & Charlotte Worsham

**Event Date:** 7/1/1987

**Staff Comment** No Data

May 20, 2020 Page: 2 of 3

DHR ID: 125-0006

#### Virginia Department of Historic Resources Architectural Survey Form

DHR ID: 125-0006 Other DHR ID: No Data

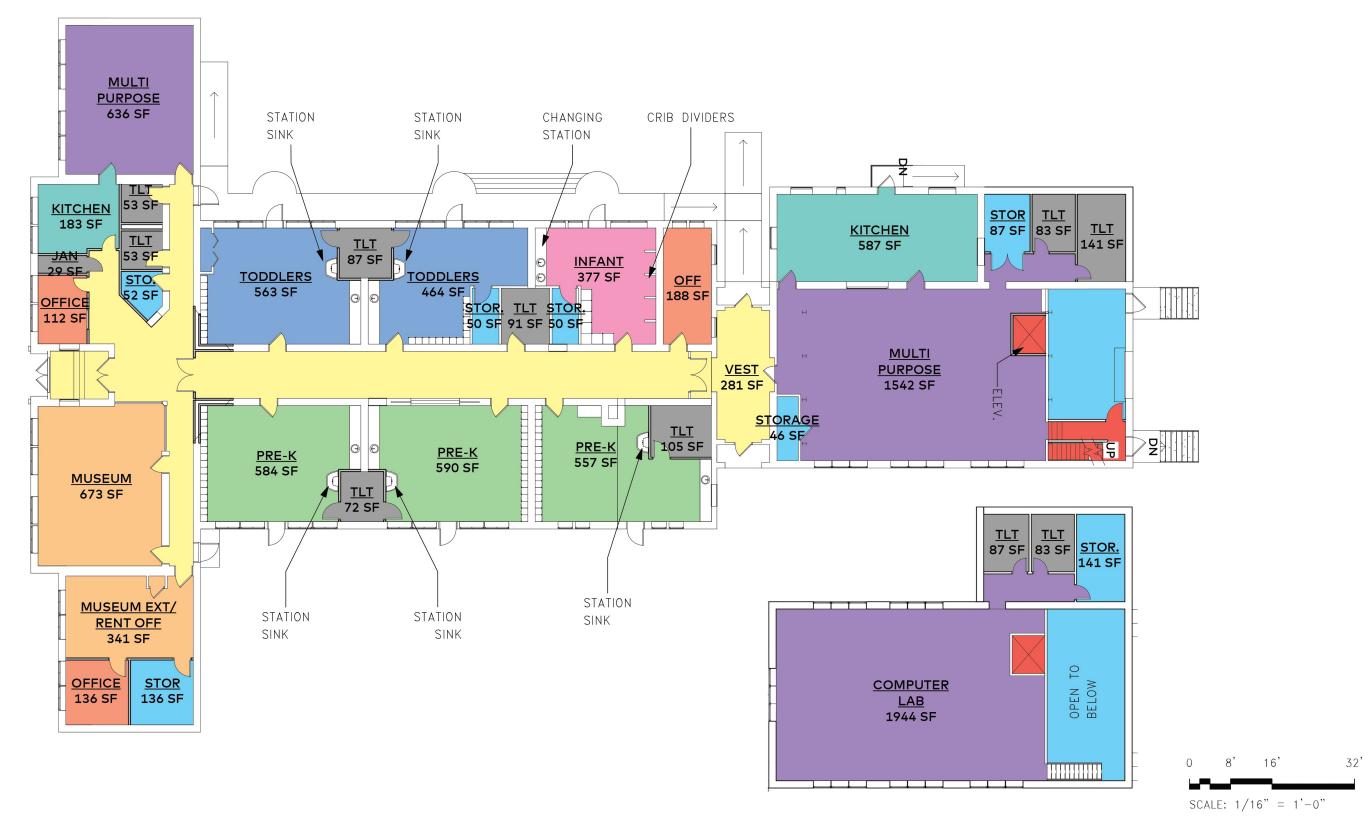
Bibliography:

No Data

**Property Notes:** 

No Data

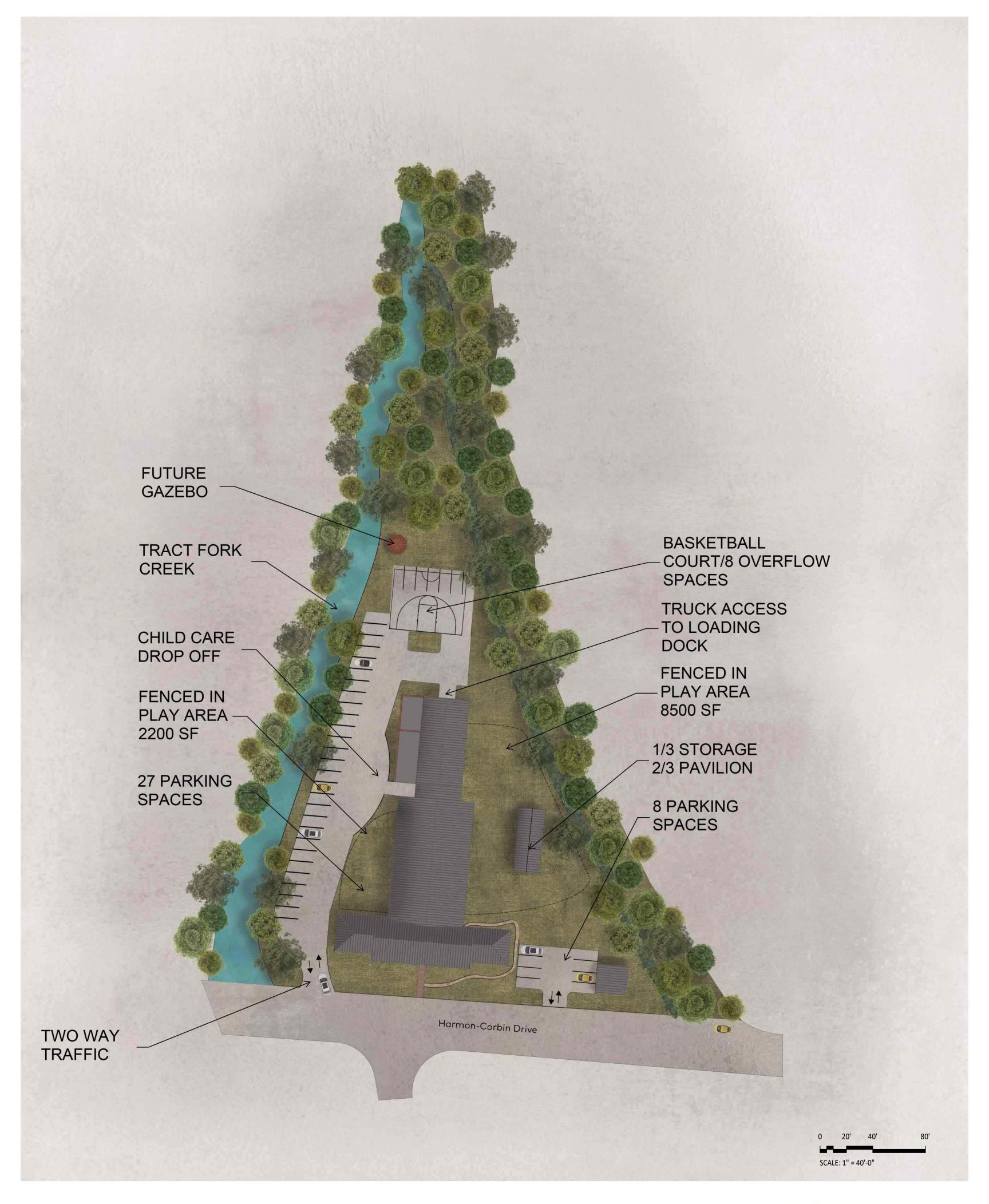
May 20, 2020 Page: 3 of 3



## **CALFEE COMMUNITY & CULTURAL CENTER**

**CONCEPT A** 

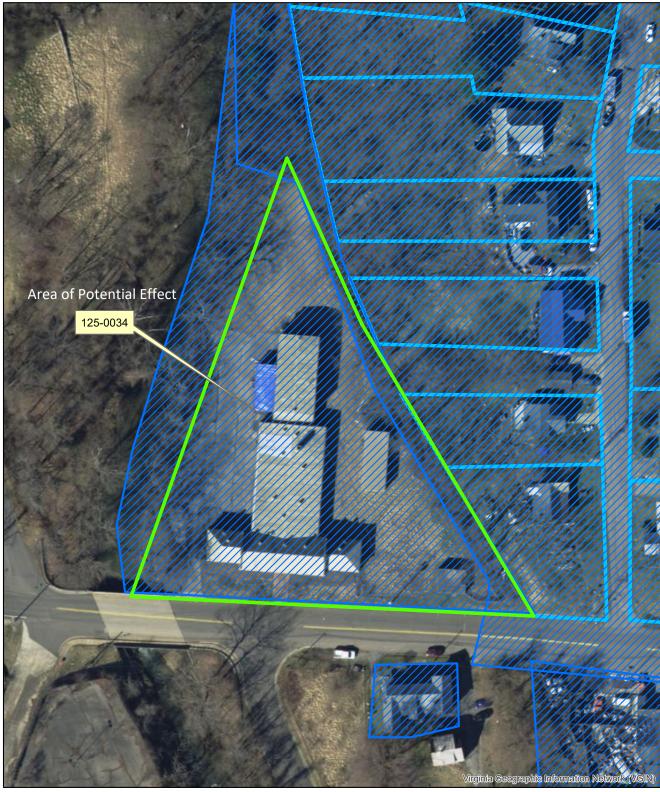




# **CALFEE COMMUNITY & CULTURAL CENTER**

**SITE PLAN** 





Calfee Community & Cultural Center Quad: Pulaski Location: 1 Magnox Drive, Pulaski, VA 24301

May 20, 2020 A. Cox

#### Legend

Area of Potential Effect (APE) Architecture Resources

Individual Historic District Properties

Archaeological Resources DHR Easements



Sources: VDHR 2015, USGS 2002
Records of the Virginia Department of Historic Resources (DHR) have been gathered over many years and the representation depicted is based on the field observation date and may not reflect current ground conditions. The map is for general illustration purposes and is not intended for engineering, legal or other site-specific uses. The map may contain errors and is provided "a-sis". Contact DHR for the most recent information as data is updated continually.







#### COMMONWEALTH of VIRGINIA

Matthew J. Strickler Secretary of Natural Resources

#### **Department of Historic Resources**

2801 Kensington Avenue, Richmond, Virginia 23221

Julie V. Langan *Director* 

Tel: (804) 367-2323 Fax: (804) 367-2391 www.dhr.virginia.gov

November 20, 2020

Ms. Jill Williams
Executive Director
Calfee Community & Cultural Center
Pulaski, VA

Re: Calfee Community and Cultural Center

Pulaski, VA

DHR File No. 2020-4640

Dear Ms. Williams,

The Virginia Department of Historic Resources (DHR) has received your request for review of the project referenced above pursuant to Section 106 of the National Historic Preservation Act of 1966, as amended. U.S Department of Housing and Urban Development (HUD) funds will be utilized, awarded through the VA Department of Housing and Community Development (DHCD). It is our understanding that the proposed project consists of renovating the African-American Calfee Training School building and grounds into a community and cultural center. Proposed physical improvements to the property include interior renovations, the construction of one small two-story addition on the back of building, a repositioned parking lot (including a half-basketball court), external ramps for building accessibility, and two natural outdoor play spaces.

The African-American Calfee Training School (DHR ID #125-0034; *School*) was constructed in ca. 1939 and is a well-preserved example of Public Works Administration design.

The *School* has the potential to be eligible for the Virginia Landmarks Register (VLR) and National Register of Historic Places (NRHP) because it is over 50 years old. Although the resource has been previously recorded in a reconnaissance-level survey, it has not had an intensive-level survey so that it can be evaluated for VLR/NRHP eligibility. In order to determine the impacts of the proposed project and provide meaningful comment, DHR will need an intensive-level survey. Intensive-level survey records submitted to DHR consist of two parts. First, the survey data will be entered into our digital survey database, VCRIS. Once the data entry is complete, the hardcopy survey submittal can be prepared, consisting of the printed survey form, a site plan, floorplans, printed images, and an image disc with JPEGs of survey photos.

Western Region Office 962 Kime Lane Salem, VA 24153 Tel: (540) 387-5443 Fax: (540) 387-5446 Northern Region Office 5357 Main Street PO Box 519 Stephens City, VA 22655 Tel: (540) 868-7029 Fax: (540) 868-7033 Eastern Region Office 2801 Kensington Avenue Richmond, VA 23221 Tel: (804) 367-2323 Fax: (804) 367-2391 Page 2 November 20, 2020 DHR File No. 2020-4640

VCRIS is accessible from any web-connected computer. A free data entry license for VCRIS can be obtained by contacting the database manager, Jolene Smith. Her email is jolene.smith@dhr.virginia.gov. DHR can provide data entry training to input the survey data into VCRIS. Blake McDonald is the DHR contact for VCRIS and can provide further assistance as needed. His email is blake.mcdonald@dhr.virginia.gov.

Additional information about our survey requirements can be found at the following links:

- VCRIS User Guide step-by-step instructions on VCRIS data entry: <a href="http://dhr.virginia.gov/pdf\_files/VCRISQuickGuide\_2017.pdf">http://dhr.virginia.gov/pdf\_files/VCRISQuickGuide\_2017.pdf</a>
- Survey Manual see chapter five for information on architectural survey submittals: <a href="http://dhr.virginia.gov/pdf\_files/SurveyManual\_2017.pdf">http://dhr.virginia.gov/pdf\_files/SurveyManual\_2017.pdf</a>
- Photo Guidelines updated last year and reflected in the survey manual, but this standalone document may be more convenient:
   <a href="http://dhr.virginia.gov/pdf\_files/DHR\_Architectural\_Survey\_Photograph\_Policy\_2016.pdf">http://dhr.virginia.gov/pdf\_files/DHR\_Architectural\_Survey\_Photograph\_Policy\_2016.pdf</a>

Based on the project description and site plans submitted to DHR to date, the proposed construction of one (1) small two-story addition on the back of building, the truck access to loading dock, the repositioned parking lot (including a half-basketball court), the new eight (8)-space parking lot, and external ramps for building accessibility constitute ground disturbance. As plans for this exciting project are developed beyond the conceptualize phase, DHR requests the opportunity to review and comment on the nature and extent of any associated ground disturbance.

We look forward to continued coordination on this project. Should you have additional questions, do not hesitate to contact me at 804-482-6103 or <a href="mailto:Tim.Roberts@dhr.virginia.gov">Tim.Roberts@dhr.virginia.gov</a>.

Sincerely,

Timothy Roberts, Project Review Archaeologist Review and Compliance Division

cc: Adrienne Birge-Wilson, DHR