

RECORDS IN THE SURVEY OF HISTORIC PROPERTIES FINDING AID

There are four series of records included in this Finding Aid. This Finding Aid is catalogued as Series Number S108041. The four series are described as follows:

Series Number S108042:

Survey of Historic Resources - County by County Data on Surface Properties

DATES: 1970 - present

These are records generated by the Statewide Survey of Historic Properties. The information gathered is used by local governments, historic preservation organizations, tourism and economic development entities, interested citizens, and federal and state agencies, including the State Historic Preservation Office (SHPO), to make sound decisions regarding the care and promotion of the historic resources of the state.

Call Slips must be filled out and submitted to the Research Room staff to obtain most of the information in these records. Some reports are available in the Reference Room. An increasing number of digitized survey records and born digital surveys are available in the [South Carolina Electronic Records Archive](#) (SCERA) and [South Carolina Historic Properties Record](#) (SCHPR). Select countywide, municipal, and thematic survey reports are also available on the [SHPO website](#).

Regional Surveys were undertaken by the ten regional COGs (Councils of Government) in the early 1970s. Some regions completed more than one survey. Most of these surveys are bound and a library call number references their location in the Research Room. Regional Surveys are listed under a separate tab in the back of the Finding Aid, in addition to being integrated within the Finding Aid records for each county.

Thematic Surveys gathered information about properties that reflect important themes or trends in SC history. For instance, there is a survey of properties associated with tobacco cultivation in two Pee Dee counties. Thematic Surveys are listed under a separate tab in the back of the Finding Aid. The following is a list of topics on which thematic surveys were conducted:

1. Bridges
2. Civil War
3. Military/Cold War
4. Photographic
5. State Owned or Leased Historic Properties
6. Textile Resources
7. Tobacco Resources
8. Education Resources
9. African American Resources
10. Rice Resources
11. Commerce Resources

Series Number S108043:

Survey of Historic Resources - Compliance Project Data on Surface Properties

DATES: 1992 - present

These are records generated by federal projects that fall under the review and compliance requirements of the National Historic Preservation Act (Sections 106 and 110), and by state

projects that require permits from the Department of Health and Environmental Control's Office of Ocean and Coastal Resource Management (DHEC-OCRM). The information gathered is used by federal and state agencies, including the SHPO, to make sound decisions regarding the future of the historic resources of the state. Call Slips must be filled out and submitted to the Research Room staff to obtain most of the information in these records. An increasing number of digitized survey records and born digital surveys are available in the [South Carolina Electronic Records Archive](#) (SCERA) and [South Carolina Historic Properties Record](#) (SCHPR).

Survey reports conducted for state and federal compliance purposes that do not discuss aboveground resources and only deal with archaeological resources are not permanently retained by South Carolina Department of Archives and History. The South Carolina Institute of Archaeology and Anthropology (SCIAA) curates compliance reports and archaeological site files that deal specifically with archaeological resources. Requests should be directed to the Site File Manager at the [South Carolina Institute of Archaeology and Anthropology](#), 1321 Pendleton St., Columbia, SC, (803) 777-8170. A list of archaeological reports that are available by request is listed on [SCIAA's website](#). The [Subscriber View of SC ArchSite](#) also provides access to archaeological site form PDFs.

Series Number S108044:

**Survey Data From National Register Preliminary Information Forms
DATES: 1987 - 1997**

These records identify survey data collected from National Register Preliminary Information Forms (PIF's) that were submitted between 1987 and 1997 and mostly includes properties that were determined *not eligible* by the SHPO. These Forms are sent to the SHPO by property owners who request a decision about the eligibility of a property for the National Register of Historic Places (NRHP). These records are integrated within the Finding Aid records for each county. Call Slips must be filled out and submitted to the Research Room staff to obtain the one box that information in this Series comprises. An inventory of S108044 was prepared in June 2013, updating the NRHP status of these resources. The inventory is in the front of the box.

Series Number S108142:

**Historic American Buildings Survey/Historic American Engineering Record (HABS/HAER)
and other intensive property documentation
DATES: 1971 - present**

HABS/HAER, or other intensive property documentation, is usually produced as mitigation when a historic property is threatened with destruction, relocation, or some other significant alteration. There are various levels of intensive documentation. HABS (Historic American Buildings Survey) and HAER (Historic American Engineering Record), with HALS (Historic American Landscapes Survey being added later, are federal programs administered by the National Park Service to document significant historic properties of America. The [HABS/HAER/HALS Collection](#) is housed at the Library of Congress. In general, large format photography, a research report, measured drawings, and maps are the products of HABS/HAER/HALS documentation. Not all intensive documentation is at the HABS/HAER/HALS level though. Other documentation levels may include a research report on a specific property, 35mm black and white or digital photos, measured drawings, or a survey card. Also included are original bridge plans for projects in which bridges were replaced. Note that there is a separate grouping of photographs taken by Jack E. Boucher, National Park Service HABS photographer. These records are listed under a separate tab in the back of the Finding Aid. Call Slips must be filled out and submitted to the Research Room staff to obtain the information in these records. An

increasing number of digitized records and born digital records are available in the [South Carolina Electronic Records Archive](#) (SCERA).

HOW TO FIND THESE RECORDS

Surveys are arranged by county. Counties are arranged alphabetically – Abbeville to York. Within each county, the surveys are generally arranged chronologically, with the most recently completed listed first. Each survey entry will indicate where the survey records are located by giving you a library call number, stack location, or SCERA or SCHPR hyperlink. Use the library call number to locate the record in the Reference Room. Or, fill out a Call Slip with the Series number, county, name of the survey, the date, and stack location to request the record from the Research Room staff. Or access the internet to search for records in SCERA or SCHPR. The Finding Aid is always being updated, so surveys completed from an earlier date may be added at different times.

USING THESE RECORDS

When a patron requests information from the survey records, the Research Room staff generally brings out the entire box in which the survey is located. **It is up to the researcher to ensure that survey cards are kept in order and that all survey records and folders are refilled appropriately. Please mark your place when removing information from the box and replace it in the proper order when you have finished so that other researchers can find their information without trouble.**

TYPES OF RECORDS WITHIN THE FINDING AID

Report files can contain a general history of the geographic area covered by the survey, lists of properties surveyed, lists of properties that are eligible for the National Register of Historic Places, who conducted the survey, or how and when the survey was done, and research materials. Occasionally small maps may be stored in the report files.

Maps showing the location of properties identified during a survey must be pulled by Research Room staff. Some surveys do not have maps. The Finding Aid will indicate that maps are available. To access a map, fill out a Call Slip with the county and name of the survey, the stack location, drawer, and folder number of the map.

USGS 1:24,000 topographic maps are the standard scale for surveys of rural areas.

Survey forms contain information about the physical appearance of the property, the date of the property and history, if known, and a photograph(s) of the property. Survey forms vary in size. Some are 5" by 8" and others are 8 1/2" by 11" and can contain three pages of information.