State Historic Preservation Office (SHPO) Approval Documentation

New York’s State Historic Preservation Office (SHPO), is part of the New York State Office of Parks, Recreation & Historic Preservation. The mission of SHPO is to help communities identify, evaluate, preserve and revitalize their historic, archaeological and cultural resources.

If your library building is 50 years old or older and/or the project involves ground disturbance and/or demolition, please read the following documents to determine if your project requires a SHPO approval:

- **Formal Agreement with the State Education Department including Attachment A**
  [Examples of Activities Exempt from OPRHP Review] (PDF format) [Letter of Resolution between the New York State Office of Parks, Recreation and Historic Preservation and the New York State Education Department, For the purpose of expediting the review of projects in accordance with Article 14; Section 14.09 of the New York State Parks, Recreation and Historic Preservation Law]

If appropriate, an approval letter from SHPO must be attached your construction grant application as a signed .PDF.

Please see the [SHPO information page](#) for more information.

In the event a building is determined by SHPO to be of historical significance, the SHPO approval letter must specify the precise changes to the building that are being approved. Any project components not specifically approved in writing will not be considered for funding. In the event a building is determined by SHPO to lack historical significance, a letter to that effect from SHPO must accompany the application. Such letter may be used in subsequent years to comply with construction application requirements. All SHPO letters must be submitted as PDF attachments.

**Questions regarding the SHPO approval process should be directed to SHPO at 518. 237.8643.**

[Information about New York State’s historic preservation initiatives](#)
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Cultural Education Center, Albany, New York 12230. Phone: (518) 474-7890