

Review Request Submittal Process
As of July 1, 2010 you can now use Emailbox

To submit a request for environmental review, please include the following:

1. For cell towers and borrow/waste areas, please use the forms found on this website.
2. For all other projects, please submit a cover letter with the following:
 - a. A description of the project, including project location, a street address if applicable, city or town, and county.
 - b. A map with the project boundaries clearly marked. We prefer a USGS quadrangle map that includes the name of the quad.
 - c. If there are any buildings 50 years old or older within or immediately adjacent to the project site, please include photographs of all sides of the building.
 - d. Please include your mailing address so we may respond via US Mail. You may also include your phone number and/or email address in case we have questions.

Once we receive a project, we have 30 days to respond. We will respond via US Mail, if you prefer and indicate that preference in your cover letter and provide a US Mail address. Or, we will respond via email, using a PDF attachment, if you show no preference and provide only an email address.

Please send review requests by US mail to:

Renee Gledhill-Earley
State Historic Preservation Office
4617 Mail Service Center
Raleigh, NC 27699-4617

OR

If submitting by UPS or FedEx, the address is:

Renee Gledhill-Earley
State Historic Preservation Office
109 East Jones Street
Raleigh, NC 27601

OR

Via email to:

environmental.review@ncdcr.gov

Use only this address. Do not send email requests to an individual.

Only one review request per email

All email requests, including attachments, can be **no larger than 10MB**

You will receive an auto-reply to indicate that we received your submittal.