

INSTRUCTIONS FOR USING HPOWEB TO CREATE GIS DATA

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As of January 1, 2016 the North Carolina Department of Transportation (NCDOT) will begin requiring GIS data from all consultants who author survey reports used in Section 106 compliance review.

Consultants who do not have access to professional GIS software can use HPOWEB to generate the necessary spatial data. You can view a three-part video showing you how to easily create points and boundaries, correct mistakes, and save your work.

<http://www.hpo.ncdcr.gov/gis/videos/Videos.html#Section106>

The *Annotate the Screen* tool in HPOWEB allows users to create a graphics layer which is saved as a text (.TXT) file. This file should be included with the remainder of the documents and data that the NCDOT requires of Section 106 survey reports.

A single graphics layer text file created from HPOWEB can include boundaries (Area of Potential Effect, any proposed historic districts, and any individually DOE'd properties), as well as *Survey Site Number* labels for all surveyed resources (placed on rooftops).

This text file contains all the longitude and latitude data (of each label's and each boundary corner's location) necessary for the GIS staff at the North Carolina State Historic Preservation Office (HPO) to convert the graphics into a spatial data format used within their office.

While both the *General Audience* (top link) and the *Advanced User* (bottom link) versions of HPOWEB include the *Annotate the Screen* tool required to generate GIS data, only the latter contains a statewide parcel layer – convenient for verifying the address and parcel ID information you may have gathered in the field.

<http://gis.ncdcr.gov/hpoweb/>

<http://gis.ncdcr.gov/hpoweb/default.htm?config=AdvancedUser.xml>

If you experience difficulty in using HPOWEB for the creation of GIS data, please contact the GIS staff at the HPO.

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