

The Arizona State Land Department
Cultural Resources Management/Archaeological Review Process
A.R.S. § 41-841 *en seq* and A.R.S. § 41-861 *en seq*

Step One – Records Check

- Check records to determine if previously recorded cultural resources are in the project area.
- Assess the potential for finding intact cultural resources in the project area.
- Determine if a cultural resources inspection is needed.

The Applicant can request an official site records check from the Arizona State Museum. The records check can be done quickly, easily, and inexpensively. To request a site records check, contact the Arizona State Museum (ASM) Site Records Office at 520-621-2096. However, in most cases the ASLD Cultural Resources Management (CRM) office should be able to complete a records check within 30 days once the application is submitted to the CRM.

The results of the ASM records check will contribute to the determination of the next step in the process by the CRM office. For instance, if the project area has been inspected within the last ten years and no prehistoric or historic cultural resources were found, the Applicant can submit the ASM records check form to ASLD for review. Once the review is complete, and no significant cultural resources have been documented, then ASLD may recommend no further cultural resource field work needed before ASLD continues to process the application. However, provided the records check reveals that the project area has not been surveyed, ASLD may require a cultural resources inspection and mitigation, if necessary, before continuing to process the application.

Step Two - Inventory

- Cultural Resources Inspection: An on-the-ground Class III inspection of the project area and all areas related to the project.
- Requires the services of a professional archaeologist with an Arizona Antiquities Act permit issued by the Arizona State Museum, or architect, or both, as needed.
- Two original reports documenting all cultural resources, or their absence, in the project area submitted for archaeological review. A cultural resources inspection requires hiring a professional in archaeology or architecture who meets the professional standards of Arizona.

Step Three - Evaluation

All cultural resources documented in connection with an application on State Trust land will be evaluated for their eligibility to be listed on the National and State Register of Historic Places.

Criteria of Significance of the National and State Register of Historic Places

- A – Associated with significant events
- B – Association with significant persons
- C – Associated with a type, period, or method of construction...
- D – Information important to history or prehistory

This is the nation's honor role of places considered to be important to the history of the American people at the national, state, or local level. The criteria were developed by the National Park Service and are used as a national standard. Any cultural resource that meets one or more of the criteria is considered "significant" and is eligible for the National and State Register. Any cultural resource that is not eligible for the National and State Register is not considered "significant" and usually requires no further consideration.

Step Four – Impact Assessment

Assess impacts to National and State Register eligible sites

- Will the proposed project adversely affect the characteristics that make the site eligible for listing?
- If yes, prepare mitigation plan.
- If a project will not negatively affect a National or State Register eligible site, or the project can be modified to avoid affecting the site, then a mitigation plan is not needed and the project can continue. However, a monitoring and discovery plan made be required.

The preferred means of treating effects to, or impacts on, National and State Register eligible sites is avoidance. Avoidance is the quickest and cheapest way to deal with the problem and the best way to protect and preserve cultural resources. If that is not possible, or desirable, and a National or State Register eligible cultural resource will be affected, then mitigation is required.

Step Five - Mitigation

- Mitigation Plan: A strategy for minimizing harm to National Register sites.
- Typical mitigation options:
 - restore/reuse/rehabilitate
 - relocate
 - record/research/recover data

Mitigation means doing something to either preserve the actual cultural resource itself or to recover information about the cultural resource before it is destroyed through construction. What is done to mitigate effects to the cultural resources will depend on what the resource is, why it is important, and how it will be affected. The options can range in scope from a simple monitoring plan to full scale excavation, analysis, curation, and report preparation.

Review Process

- Cultural Resource Management Office -ASLD
- State Historic Preservation Office - SHPO
- Arizona State Museum - ASM
- Federal government - COE, EPA, USFWS, etc.

Throughout the review process, reports are generated by professional archaeologists or architects, as applicable, and these reports are reviewed by ASLD's Cultural Resources Manager. Although at times, there are often other agencies in the review process.

Planning for the Process

- Project Review is mandatory
- Required information
- What is the project?
- Where is it located?
- Who is doing the work?
- When will the work begin?
- Are state and/or federal permits necessary?

Summary of Points to Remember

Here is a summary of important points and things to remember that will allow ASLD to assist you.

- Cultural Resources are important
- County, state, and federal law protect these important resources
- Consultation is mandatory for the Application process
- There is an established review process
- Other parties may be involved in the review process
- Compliance takes time and costs money
 - Consult with us early in planning process – anticipate
 - Provide us with critical project information
 - Coordinate compliance with your project schedule
- Good communication is the key to the review process