



# **The Governor's Executive Order 05-05**

## **Guidance for Capital Programs Applicants**

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**Department of Archaeology and Historic Preservation**

[www.dahp.wa.gov](http://www.dahp.wa.gov)

# Purpose of the GEO 05-05

- Lead by Example
- Washington is rich in Cultural Resources
- Preservation and protection is necessary to understand our history and prehistory
- The citizens of Washington want their cultural resources protected
- Many places have not only cultural and historical significance but also have religious significance to Tribes.

# Mission of GEO 05-05: CONSULTATION

- The Department of Archaeology and Historic Preservation (DAHP) is the legally recognized environmental agency with special expertise in cultural resources. (WAC 197-11.920)
- The Governor's Office of Indian Affairs (GOIA) has key responsibility in establishing State policy affecting tribes.



# Who is responsible for review?

- The State agency with a capital construction project or land acquisition not reviewed under Federal law. (this responsibility can be handed down to the applicant)
- All projects require a review if they have the potential to impact cultural resources.
- Both DAHP and the affected tribes must be consulted to determine impacts.

# What is required?

- Consultation with DAHP and tribes.
- Reasonable steps to avoid, minimize, or mitigate effects.
- Invitations to DAHP and Tribes to participate in project planning.
- Agencies that do not know how to consult with tribes should contact GOIA.



# What DAHP Does under 05-05

- Provides consultation to state agencies on capital projects and real estate acquisitions.
- Reviews agreements between agencies and tribes for cultural resource issues.
- Provides training to State staff managing capital construction projects.

# Starting the Process

- **Informal consultation:** a cursory review for cultural resources including areas affected by the scope of work. Eliminate those projects that trigger a Federal review.
- **Formal consultation:** determinations of eligibility and determinations of effect. Negotiations with DAHP for appropriate mitigation strategy.
- Interagency agreement if necessary.

# Getting Results

- **Informal consultation:** A list of projects that require no further review from DAHP. A list of projects that require some level of research. A list of projects that can be reviewed for eligibility. A list of project that **MUST** be reviewed for effects.





# Getting Results

- **Formal consultation:** *Determination of Eligibility for the National Register of Historic Places.*
  - When eligible resources are known, a determination of impacts must be made.
  - When impacts are adverse, a dialogue concerning avoidance, minimization or mitigation must take place.
  - Mitigation = MOA



# What We NEED to Have

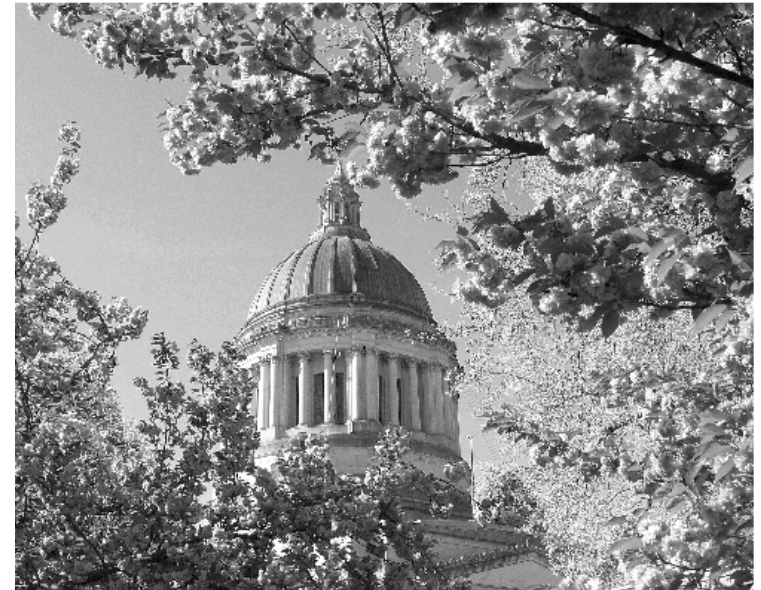
- Map of the area impacted by the project
- Description of the extent and limits of ground disturbance
- List of structures over 50-years of age
- Current photographs of the subject properties
- Copies of correspondence with concerned tribes

# Consultation & Recordation

- The initiation of consultation can be letters or forms from our office.

## DAHP Forms

- EZ-Forms
- Cultural Resource Surveys
- Archaeological Site Forms
- Historic Property Inventories



# EZ Forms

- EZ-1 Project Worksheet--includes a scope of work and a map.
- Determination of Eligibility--includes a photograph & Map
  - use HPIF Wisard Database
- EZ-3 Determination of Effect—only when requested by SHPO.



# Attachment EZ1

# Project Review Worksheet

## PROJECT REVIEW SHEET – EZ1 HISTORIC & CULTURAL RESOURCES REVIEW

PROPERTY / CLIENT NAME: \_\_\_\_\_ FUNDING AGENCY: \_\_\_\_\_

Project Applicant:	_____		
Contact Person:	_____		
Address:	_____		
City, State:	_____	Zip: _____	County: _____
Phone/ FAX:	_____		
E-Mail:	_____		

**Funding Agency:**  
 Organization: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City, State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_

## PLEASE DESCRIBE THE TYPE OF WORK TO BE COMPLETED (Be as detailed as possible to avoid having to provide additional information)

- Provide a detailed description of the proposed project:  
\_\_\_\_\_
- Describe the existing project site conditions:  
\_\_\_\_\_
- Describe the proposed ground disturbing activities:  
\_\_\_\_\_

### Project Location

Township: \_\_\_\_\_ Range: \_\_\_\_\_ Section: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ County: \_\_\_\_\_



**Mail this form to:** Department of Archaeology and Historic Preservation or E-mail to: Robert Whitlam, Ph.D.  
 1063 S. Capitol Way, Suite 106 State Archaeologist, OAH  
 P.O. Box 48343 (360) 586-3080  
 Olympia, WA 98504-8343 [rob.whitlam@dahp.wa.gov](mailto:rob.whitlam@dahp.wa.gov)

*(Within 30 days DAHP will mail their opinion back to you.)*

Please be aware that this form may only initiate consultation. For some projects, DAHP may require additional information to complete our review such as plans, specifications, and photographs. An historic property inventory form may need to be completed by a qualified preservation professional.

# Determination of Eligibility

WISAARD - Historic Property Inventory - Windows Internet Explorer

http://ssvwbolydahpgsl/hpi/

File Edit View Favorites Tools Help

WISAARD Washington State DAHP WISAARD - Historic Prope... Bing Customize Links

DAHP Governor's Ex... Bing Maps - d... WISAARD ... http://www.d... Bing Maps - d... todd tovani, a... Bing Maps - d...

**WISAARD** Historic Property Inventory

Welcome Houser, Michael Phone: [Edit My Info](#)

Site Name Historic:  Field Site Number:

Common: 9443 Points Drive NE Scan ID: 127066 [Save](#) [Print](#) [Exit](#)

Identification Description Narrative Photos Location **Determination** Check Data

Current Info

[Manually Move Location](#)

Address Number: Prefix: Street Name:  
9443  Points

Suffix: Direction: City / Town: Zip:  
Dr  NE  Clyde Hill  98004

Township / Range / Section:

Township:  Range:  E/W:  Section:


1/4 Section:  1/4 1/4 Section:  [Add](#)

	Township	Range	E/W	Section	1/4 Section	1/4 1/4 Section
Delete	25	05	E	19		

County:  [Add](#)

[DAHP Home](#) [WISAARD Home](#) [Contact](#) [Help](#)

DEPARTMENT OF ARCHAEOLOGY & HISTORIC PRESERVATION  
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Imagery  Topo  Streets

Local intranet | Protected Mode: Off 100%



DEPARTMENT OF  
ARCHAEOLOGY &  
HISTORIC PRESERVATION  
*Protect the Past. Shape the Future*

# Attachment EZ3

# Building Rehabilitation Worksheet

## BUILDING REHABILITATION WORKSHEET – EZ3

PROPERTY / CLIENT NAME: \_\_\_\_\_ DAHP Log # \_\_\_\_\_

Address: (in rural areas also include  
Township, Range, and Section) \_\_\_\_\_ City: \_\_\_\_\_ County: \_\_\_\_\_

Funding Agency:

Manager Name:	_____
Organization:	_____
Address:	_____
City, State:	_____ Zip: _____
Phone:	_____

### PLEASE DESCRIBE THE TYPE OF WORK TO BE COMPLETED (Be as detailed as possible to avoid having to provide additional information)

PLEASE CHECK, WHICH ITEMS ARE PROPOSED FOR WORK AND DESCRIBE THE METHODS OF CONSTRUCTION, ALTERATION OR ADDITION AND PROVIDE ADDITIONAL PHOTOS OF AREAS OF WORK.

ROOF

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INSULATION

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WINDOWS AND DOORS

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FOUNDATION

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GROUND DISTURBING ACTIVITIES

---

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OTHER

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Check if there are any ground disturbing activities. If so, please complete a DAHP Attachment Project Worksheet "EZ1" form for the proposed project.

Mail this form to: Department of Archaeology and Historic Preservation or E-mail to: Stephen Mathison  
1063 S. Capitol Way, Suite 106 Historical Architect  
P.O. Box 48343 (360) 586-3079  
Olympia, WA 98504-8343 [stephen.mathison@dahp.wa.gov](mailto:stephen.mathison@dahp.wa.gov)

*(Within 30 days DAHP will mail their opinion back to you.)*

Please be aware that this form may only initiate consultation. For some projects, DAHP may require additional information to complete our review such as plans, specifications, and photographs. An historic property inventory form may need to be completed by a qualified preservation professional.

# When the EZ Form Not Enough?

- When the level of effort for the review is not commensurate with the scope of work
- When the cultural resource is considered significant in the opinion of the SHPO





# Your Key Success Factors:

- Involve DAHP and Tribes early and often.
- Build a good rapport
- Be process transparent especially when it comes to changes in the scope of work.



# What about projects underway?

- Projects underway should be halted at the discovery of archaeological resources or human remains and the appropriate authorities notified immediately.
- Focus is upon planning for capital projects



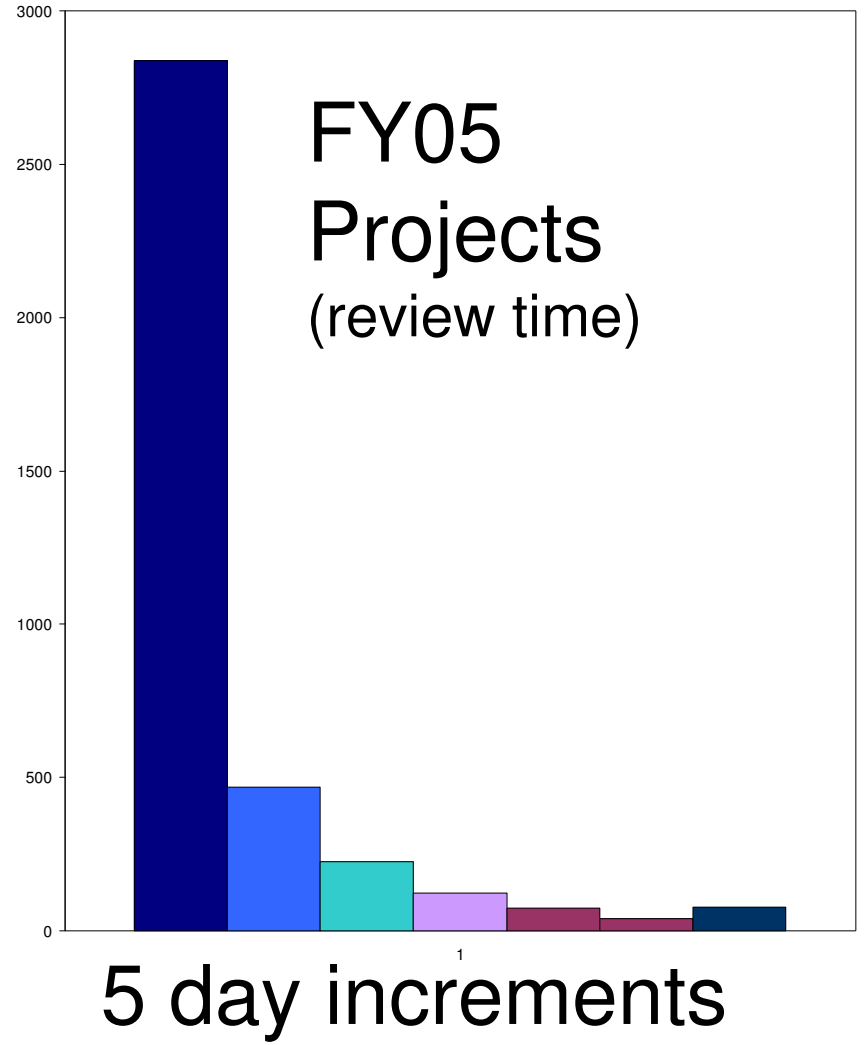
# Do All Capital Projects Need Review?

- Yes! Either through formal or informal consultation
- Projects with ground-disturbing activities
- Property Acquisition
- Structures over 50



# How Long Will A Review Take?

Federal Projects reviewed  
within 30 days  
FY05 Total Projects: 4163.  
98% under 30 days.  
68% under 5 days.



# What Can Be Exempted?

- Projects which have no ground disturbing activities
- Buildings less than 50 (unless exceptionally significant)
- General Maintenance and repair (per PA or informal consultation)
- Projects reviewable through a Federal action
- Special exemptions prescribed and agreed upon in a Programmatic Agreement.

# Can SHPO Contact Tribes?

- No, the SHPO cannot contract Tribes on your behalf.

## Ways to contact Tribes

- Agency Tribal Liaison
- Contact GOIA if you do not know what tribes require consultation on your project.

