

The Governor's Executive Order 05-05

Guidance for Capital Programs Applicants

Department of Archaeology and Historic Preservation

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 impacts to historic resources.
- 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 project impacts. 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 project impacts.



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 = MOU



What We NEED to Have

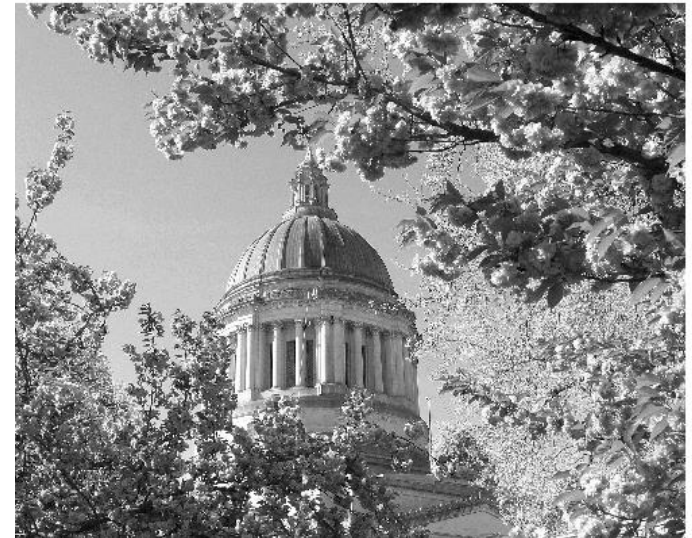
- Map of the area impacted by the project
- Description of the extent and limits of ground disturbance
- List of structures over 50-years of age
- Current photographs of the subject properties
- Copies of correspondence with concerned tribes

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 Wisgaard 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: _____ County: _____

Phone: _____

E-Mail: _____

FUNDING AGENCY: DAHP will email our response directly to the agency/organization contact listed here. The Project Applicant will be copied on the response.

Agency/Organization: _____

Phone: _____

Email: _____

PLEASE DESCRIBE THE TYPE OF WORK TO BE COMPLETED

(Be as detailed as possible to avoid a request for additional information)

PLEASE DESCRIBE THE PROPOSED WORK AND DETAIL ALL GROUND DISTURBING ACTIVITIES

Check if building(s) over 45 years old will be altered or demolished. If so please complete a DAHP EZ-2 form for each building affected before submitting this form. Please include the Project Number generated by Wisaard for the EZ-2 form here: _____

Provide a detailed description of the proposed project:

Describe the existing project site conditions (include building age, if applicable):

Describe the proposed ground disturbing activities including the approximate depth:

PLEASE ATTACH A MAP of the PROJECT AREA

(Use Wisaard with USA Topo Basemap background. Click [HERE](#) for Snipping Tool Tutorial)

PROJECT LOCATION:

Township: _____ Range: _____ Section: _____

(*Please include TRS if the project is in a rural area where an address is not available or may not help us locate the property.)

Please draw a line around the Project area.

Project Address: _____ City: _____ County: _____

CLICK IN THIS BOX TO ADD A MAP
MAP MUST BE IN JPEG FORMAT

SEE LINK ABOVE TO INSTRUCTIONS FOR CREATING A JPEG MAP
WITH THE SNIPPING TOOL FOR WINDOWS

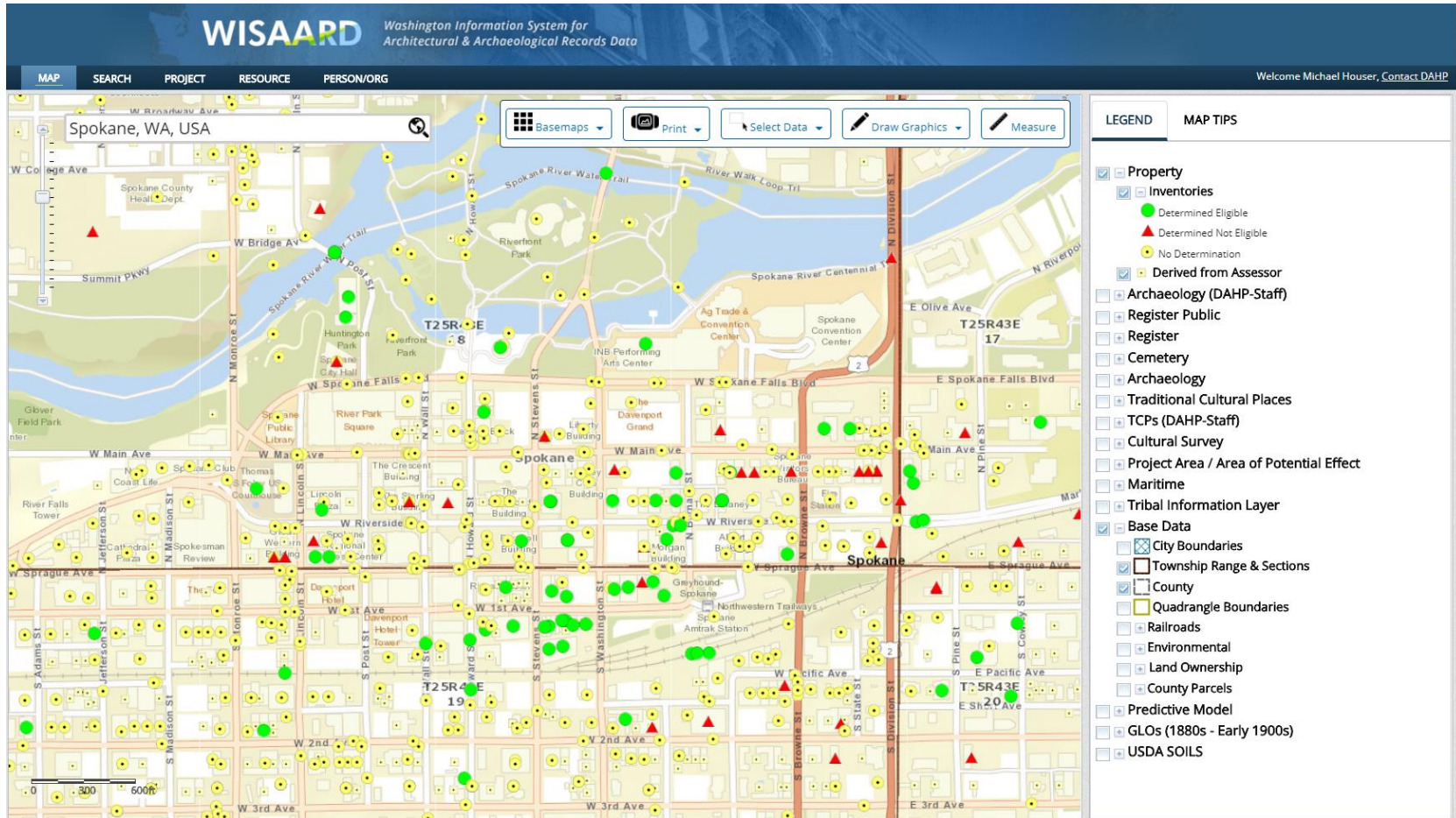
eMail this form to:

Robert Whitlam, Ph.D.
State Archaeologist, DAHP
(360) 586-3080
rob.whitlam@dahp.wa.gov

NOTE: To save this fillable form you must fill it out in Adobe Acrobat or use the PRINT to PDF function in Acrobat Reader. In Reader choose File>Print and choose Adobe PDF as the printer. The file will save to your computer.

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 cultural resource professional.

Determination of Eligibility



Completed through the Wisaard system

Attachment EZ3

Building Rehabilitation Worksheet

BUILDING REHABILITATION WORKSHEET – EZ3

PROPERTY / CLIENT NAME: _____ DAHP Project # _____
 ADDRESS: _____ CITY: _____ COUNTY: _____
 Funding Agency: _____ Manager Name: _____
 Organization: _____
 Phone: _____
 Email: _____

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

PLEASE DESCRIBE THE METHODS OF CONSTRUCTION, ALTERATION, OR ADDITION AND PROVIDE PHOTOS OF AREAS OF WORK, IF APPLICABLE.

ROOF

INSULATION

WINDOWS AND DOORS

FOUNDATION

OTHER

If the project involves any ground disturbing activities please complete a [DAHPEZ-1 Form](#).

eMail this form to:
 Nicholas Vann
 Historical Architect
 (360) 586-3079
Nicholas.vann@dahp.wa.gov

NOTE: To save this fillable form you must fill it out in Adobe Acrobat or use the PRINT to PDF function in Adobe Reader. In Reader choose File>Print and choose Adobe PDF as the printer. The completed form will save to your computer.

DAHPP will respond via email within 30 days.

PHOTOS

CLICK BOX TO INSERT A PHOTO
JPEG FORMAT ONLY

CLICK BOX TO INSERT A PHOTO
JPEG FORMAT ONLY

CLICK BOX TO INSERT A PHOTO
JPEG FORMAT ONLY

CLICK BOX TO INSERT A PHOTO
JPEG FORMAT ONLY

CLICK BOX TO INSERT A PHOTO
JPEG FORMAT ONLY

CLICK BOX TO INSERT A PHOTO
JPEG FORMAT ONLY

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



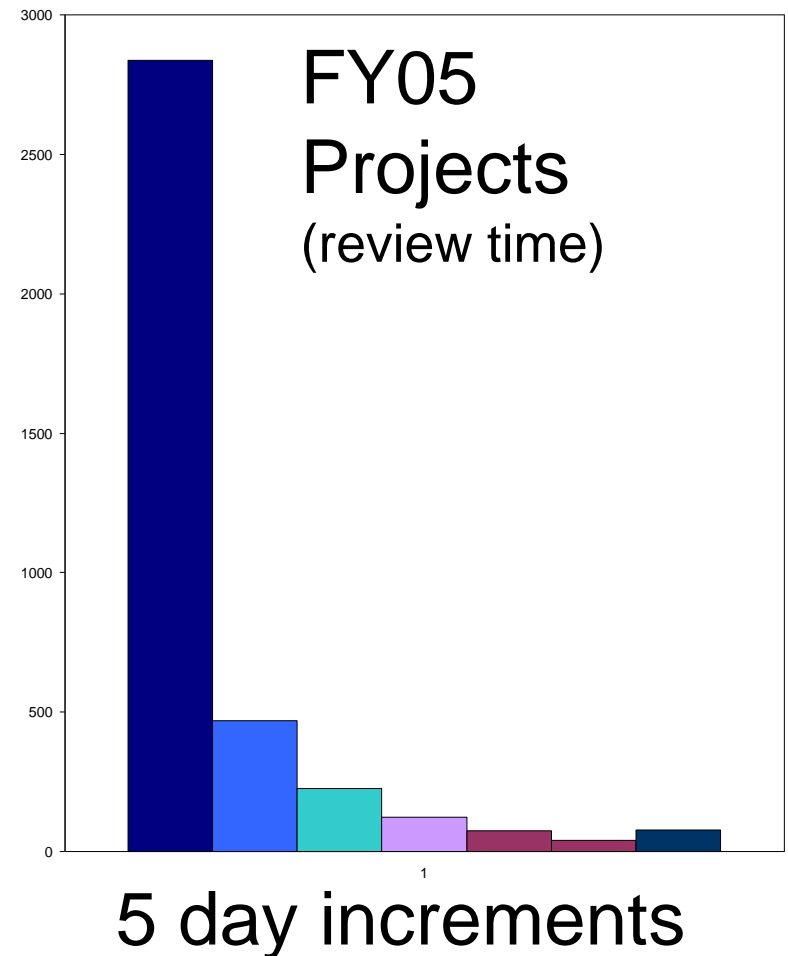
How Long Will A Review Take?

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.

