

# Consulting With the Idaho State Historic Preservation Office



10/1/2015

Guidelines and Procedures for Cultural Resource  
Review and Consultation in Idaho



## MISSION

Idaho State Historical Society preserves and promotes Idaho's cultural heritage.

## VISION

Our vision is to inspire, enrich and engage all Idahoans by leading the state in preserving, sharing, and using history and cultural resources relevant to today to inform and influence the future.

The Idaho State Historic Preservation Office (SHPO) was established under the auspices of the National Historic Preservation Act of 1966. A division of the Idaho State Historical Society, the SHPO is the lead historic preservation agency in Idaho and undertakes identification, evaluation, recognition, and protection of Idaho's historic resources.

Idaho State Historic Preservation Office  
210 Main Street  
Boise, ID 83712

Compiled and Edited by: Shannon Vihlene

Cover photo: The 1871 U.S. Assay Office in Boise is one of only three National Historic Landmark buildings in Idaho, and home to the Idaho State Historic Preservation Office.

## Contents

<b>INTRODUCTION.....</b>	<b>1</b>
National Historic Preservation Act (NHPA) .....	1
National Environmental Policy Act (NEPA).....	1
Participation in the Review Process.....	1
State Historic Preservation Office (SHPO).....	1
Tribal Historic Preservation Officer (THPO) and Tribes.....	2
Applicants.....	2
Local Governments, Interested Individuals, and Organizations.....	2
Advisory Council on Historic Preservation (ACHP).....	3
Programmatic Agreements.....	3
The Section 106 Review Process.....	3
<b>IDENTIFY HISTORIC PROPERTIES.....</b>	<b>5</b>
Hiring a Preservation Consultant .....	5
Review Existing Information.....	5
Release of Archaeological Information .....	5
Governing Laws and Regulations .....	5
Record Search Guidelines.....	6
Record Search Results .....	7
Requesting Additional Information .....	7
Conduct Fieldwork.....	8
<b>DOCUMENTING CULTURAL SURVEYS.....</b>	<b>9</b>
Title Sheet.....	9
Management Summary (Abstract).....	9
Key Information.....	10
Project Description.....	10
Project Area of Potential Effect (APE) .....	10
Environmental Setting.....	11
Pre-Field Research.....	11
Previous Cultural Resource Studies .....	11
Expected Cultural Resources.....	11
Field Methodology .....	12
Results.....	12
Site Descriptions.....	13
Isolates/Noted but not recorded.....	13
Management Recommendations .....	13
Determination of Effects .....	13
Avoidance, Minimization, or Mitigation Options.....	13
Conclusions .....	13
References Cited.....	13
Maps .....	13
Report Photos .....	14
Digital Requirements.....	14
GIS Submission .....	15

<b>DOCUMENTING CULTURAL RESOURCES.....</b>	<b>16</b>
ASI Recording Requirements.....	18
Isolated Finds.....	19
Historic Sites Inventory Form.....	19
IHSI Recording Requirements.....	20
Linear Resources .....	21
Agricultural Irrigation Resources.....	22
General Photo Standards.....	24
Mitigation Photo Standards.....	25
<b>EVALUATE HISTORIC SIGNIFICANCE .....</b>	<b>27</b>
Context .....	27
National Register Criteria.....	27
Criteria Considerations.....	28
Integrity .....	28
Location.....	29
Design .....	29
Setting.....	29
Materials .....	29
Workmanship .....	29
Feeling .....	30
Association.....	30
Archaeological Site Integrity.....	30
Traditional Cultural Property (TCP) Evaluation.....	31
<b>SUBMIT A PROJECT FOR REVIEW.....</b>	<b>33</b>
Cover Letter.....	33
Attachments.....	33
Survey Reports.....	34
SHPO Review .....	34
SHPO Comment .....	34
Time Frames.....	35
Record Keeping .....	35
<b>REFERENCES .....</b>	<b>36</b>
<b>APPENDICES .....</b>	<b>1</b>
<b>IDAHO CONTEXT.....</b>	<b>1</b>
Themes .....	1
Time Periods .....	5
Geographic Regions .....	7
Idaho Thematic Studies.....	8
<b>GIS DATA STANDARDS.....</b>	<b>1</b>
Domains .....	4
Additional GIS Information.....	7
<b>CHECKLIST FOR SECTION 106 SUBMISSION .....</b>	<b>1</b>
<b>IDAHO CERTIFIED LOCAL GOVERNMENTS .....</b>	<b>1</b>

# INTRODUCTION

The purpose of this document is to provide a practical guide for consulting with the Idaho State Historic Preservation Office (SHPO) primarily in regard to Section 106 of the National Historic Preservation Act. This guide will be most useful to applicants, property owners, managers and those agencies without cultural resource staff, or anyone new to the process. These guidelines do not supersede more detailed Advisory Council on Historic Preservation regulations (36 CFR §800). Our guidance is offered as an introduction to the process of Section 106 Review and not as legal advice; rather it is offered as a recommendation for conducting cultural resource consultation with the Idaho SHPO.

## NATIONAL HISTORIC PRESERVATION ACT (NHPA)

The National Historic Preservation Act (NHPA) of 1966 (amended 1992) was enacted to help ensure the stewardship of our irreplaceable heritage and is vital to maintaining and enriching our cultural, historical, and educational experiences for ourselves and future generations. Section 106 of the NHPA establishes specific responsibilities for all federal agencies that fund, license, approve, or are otherwise involved in an undertaking(s) that may affect the nation's historic properties<sup>1</sup>. Section 106 requires federal agencies to take into account the effect of an undertaking on historic properties. It is a planning tool to be used throughout the project planning and implementation process to assist federal agencies in avoiding or minimizing affects to historic resources.

---

<sup>1</sup> Any prehistoric or historic district, site, building, structure, or object included in, or eligible for inclusion in, the National Register of Historic Places maintained by the Secretary of the Interior. It includes artifacts, records, and remains that are related to and located within such properties, and it includes properties of traditional religious and cultural importance to an Indian tribe or Native Hawaiian organization and that meet the National Register of Historic Places criteria. [36 CFR §800.16(1)]

## NATIONAL ENVIRONMENTAL POLICY ACT (NEPA)

Section 106 is a separate review process from the National Environmental Policy Act (NEPA), so completion of the NEPA process does not necessarily mean that the Section 106 process is completed as well. NEPA has its own structure and process regarding cultural properties that are distinct from Section 106. However, the Section 106 process does encourage coordination with other review processes such as NEPA if possible. The Advisory Council on Historic Preservation (ACHP) has [A HANDBOOK FOR INTEGRATING NEPA AND SECTION 106](#).

## PARTICIPATION IN THE REVIEW PROCESS

Throughout the Section 106 process, federal agencies are required to consult with the SHPO or Tribal Historic Preservation Officers (THPOs) (if applicable), Indian tribes, applicants, and the public (local government, interested individuals, and organizations). The Advisory Council on Historic Preservation (ACHP) is consulted when there is an adverse effect to a historic property or a consensus cannot be reached regarding project effect. The National Park Service (NPS) is also consulted if a National Historic Landmark is potentially affected.

### STATE HISTORIC PRESERVATION OFFICE (SHPO)

Under Section 101(b) of NHPA, the State Historic Preservation Officer (SHPO) is appointed by the governor of a state to administer a state historic preservation program and to reflect the interests of the state and its citizens in the preservation of their cultural heritage. These programs are approved and overseen by the NPS. In Idaho, the SHPO is the Executive Director of the Idaho State Historical Society. The term "SHPO" is also used informally to refer to the State Historic Preservation Office. The office's professional staff has expertise in archaeology, history, architectural history, historic preservation and city planning. Section 106 consultation with the SHPO should be sent to the PRESERVATION OFFICE. In addition to Section 106 Review responsibilities, the SHPO administers the National Register of Historic Places program for the state; provides grants to certified local governments;

maintains the Idaho State inventory of documented cultural resources in the state; administers the Federal tax incentives program; and provides educational and technical assistance on historic preservation issues.

The Idaho SHPO should be consulted regarding all Federal undertakings that take place within or partially within the boundaries of the State of Idaho. The SHPO is consulted for projects on Tribal lands (ancestral and reservation) unless the Tribe has a Tribal Historic Preservation Officer (THPO).

#### TRIBAL HISTORIC PRESERVATION OFFICER (THPO) AND TRIBES

There are five (5) federally recognized tribes with reservation lands in the State of Idaho: the Coeur d'Alene, the Kootenai Tribe of Idaho, the Nez Perce, the Shoshone-Bannock, and the Shoshone-Paiute. Under Section 101(d) of NHPA, each tribal government can designate a THPO and establish a tribal historic preservation program. Like the State programs, the NPS approves these programs.

*If a Tribe has a THPO, Section 106 consultation for undertakings that take place entirely on that Tribe's reservation lands are reviewed by the THPO and not the SHPO.*

If a Tribe has a THPO, Section 106 consultation for undertakings that take place entirely on that Tribe's reservation lands are reviewed by the THPO and not the SHPO. If a project is on both tribal and non-tribal lands, both the THPO and SHPO must be consulted. The THPOs may request assistance from the SHPO involving historic buildings and features. At this time the Nez Perce Tribe and the Coeur d'Alene Tribe of Indians are Idaho's NPS approved THPOs. If an undertaking is proposed on reservation lands that do not have a THPO, the Federal agency should consult with the designated representative of the tribe and the Idaho SHPO.

The tribes should be consulted for all Federal undertakings within the State of Idaho. Determining which tribe to consult with can prove challenging. The Federal agency has to make a reasonable and good-faith effort to identify Indian tribes that may have an interest in an undertaking. The absence of reservation lands for a federally recognized Indian tribe in a

State does not absolve the agency of its obligations to make a reasonable and good-faith effort to identify Indian tribes that may have ancestral lands within the state that should be consulted. The circumstances of history may have resulted in an Indian tribe's now being located a great distance from its ancestral homelands and places of importance. If in doubt, it is better to consult with as many tribes as possible in order to be as inclusive as possible. Generally, if an undertaking is proposed north of the Salmon River, the Coeur d'Alene, Kootenai Tribe of Idaho, and Nez Perce should be consulted; if an undertaking is proposed south of the Salmon River, the Shoshone-Bannock and Shoshone-Paiute should be consulted. However, there are always exceptions. Please refer to the STATE, FEDERAL AND TRIBAL CULTURAL RESOURCE CONTACTS list for contact information on each tribe.

#### APPLICANTS

Applicants for federal assistance, permits, licenses, and other approvals are also entitled to participate as consulting parties in the Section 106 process. Some Federal agencies have delegated the legal responsibility to comply with Section 106 to local governments and municipalities or to the applicants for Federal grants, licenses, or permits. While the applicants can complete the Section 106 process, the Federal agency ultimately remains legally responsible for compliance with Section 106 regulations. SHPO strongly recommends that applicants hire qualified consultants to conduct their Section 106 responsibilities. This may help alleviate confusion regarding the regulations and in most cases helps expedite the Section 106 process.

#### LOCAL GOVERNMENTS, INTERESTED INDIVIDUALS, AND ORGANIZATIONS

The Federal agency or their delegate should coordinate on the development of a strategy for informing the public throughout the planning and Section 106 consultation process. At a minimum, the Federal regulations require consultation with local historic preservation entities. These entities could be a

Certified Local Government (CLG), city or county historical society, a not-for-profit, or an individual, which represent communities that have shown a commitment to historic preservation.

Certified Local Governments (CLGs) have adopted a local ordinance and have established a historic preservation commission. The program is a dynamic partnership between local governments, the Idaho State Historic Preservation Office (SHPO), and the National Park Service (NPS), to assist diverse communities in preserving their unique historic character. This program provides responsive technical assistance and small grants to local governments to assist in preserving their historic resources for future generations.

The CLG Program responds directly to the needs of many different kinds of local communities and links them to the national historic preservation program established by the National Historic Preservation Act. Currently, more than 30 Idaho communities are participating in the program. A list of [IDAHO CERTIFIED LOCAL GOVERNMENTS](#) and their contact information has been appended to this document. For more information on the laws associated with CLGs refer to Idaho State Statute: [TITLE 67, CHAPTER 46; PRESERVATION OF HISTORIC SITES.](#)

Interested Parties or Organizations are typically volunteer- or not-for-profit-based entities that have an interest in their local history and historic resources. Examples of these groups are city or county historical societies (Latah County Historical Society), individual property societies (Friends of Christ Chapel), or a not-for-profit (Preservation Idaho). A list of potential interested parties and organizations and their contact information has been appended to this document. This list is not inclusive and the Federal agency should make a reasonable and good-faith effort to reach out to other parties.

#### [ADVISORY COUNCIL ON HISTORIC PRESERVATION \(ACHP\)](#)

The Advisory Council on Historic Preservation (ACHP) is an independent Federal agency that promotes the preservation, enhancement, and productive (re)use of our nation's historic resources and advises the President of the United States and Congress on national historic preservation policy. In this capacity,

ACHP also issues regulations (36 CFR §800) to implement Section 106 of NHPA and oversees the 106 Review process. If a historic property will be adversely affected, the Federal agency must notify the ACHP and seek their guidance. ACHP also provides guidance if the consulting parties cannot agree regarding the Section 106 process. The twenty-member Council meets quarterly, but the ACHP's professional staff handles the daily operations.



#### [PROGRAMMATIC AGREEMENTS](#)

Some Federal agencies have entered into program alternatives in lieu of the normal Section 106 process. These program alternatives are formalized in a legal document called a Programmatic Agreement (PA) created between the Federal agency, the Idaho SHPO, and other relevant parties. If a PA is in place, then the process established by the PA is followed in lieu of the normal Section 106 process.

## THE SECTION 106 REVIEW PROCESS

The following gives an overview of the steps in the Section 106 process. For more detailed information please see the [SECTION 106 REGULATIONS USERS GUIDE](#) and [A CITIZENS'S GUIDE TO SECTION 106 REVIEW](#) provided by the ACHP. The most important step is to remember that the Section 106 process is and should be used as a planning tool. If you are aware of a new project in the works, start consultation right away. Early consultation can alleviate questions and concerns later in the process.

- **ESTABLISH THE UNDERTAKING AND INITIATE SECTION 106 PROCESS:** As the first step in the Section 106 process, the Federal agency must determine if a proposed Federal action is an undertaking with the potential to affect historic properties and, if so, initiate consultation.
- **DEFINING THE AREA OF POTENTIAL EFFECTS (APE):** The Federal agency must identify areas where its project could directly, indirectly, or cumulatively affect historic properties. Defining the APE is done prior to identifying historic properties.
- **IDENTIFYING HISTORIC PROPERTIES:** The Federal agency must gather information to determine which properties in the APE are listed in or eligible for listing in the National Register of Historic Places.
- **ASSESSING EFFECTS ON HISTORIC PROPERTIES:** The Federal agency must determine the effects the project may have on any historic properties identified in the APE. These determinations may be “No Historic Properties Affected”, “No Adverse Effect”, or “Adverse Effect”.
- **RESOLVING ADVERSE EFFECTS:** When there are adverse effects to historic properties, the federal agency must explore alternatives to avoid, minimize, or mitigate those effects.

# IDENTIFY HISTORIC PROPERTIES

## HIRING A PRESERVATION CONSULTANT

Federal agencies, local governments, and applicants for federal assistance or permits may find it necessary to obtain professional consulting services to aid in completing the requirements of the Section 106 process. SHPO highly recommends hiring a consultant if the initiating party does not have experience with Section 106.

Generally speaking, the Principal Investigator should meet the Secretary of Interior's Historic Preservation Professional Qualification Standards ([62 FR 33719](#)) and have an advanced degree in archaeology, architectural history, or history, as appropriate to the particular requirements of the survey. The SHPO provides a reference list of [CULTURAL RESOURCE CONSULTANTS](#) that conduct work in Idaho. *This list is not an endorsement, recommendation, or assumption of responsibility for the quality of work of any consultant. The Idaho SHPO does not guarantee that work produced by a hired consultant will meet the federal or state standards and requirements.* It is recommended that you contact multiple consultants and conduct a reference check with previous clients. Any organization or individual may request to be added to the Cultural Resource Consultants List. Consultants should be selected based on their area(s) of expertise, previous experience, and record of performance.

## REVIEW EXISTING INFORMATION

The Federal agency needs to gather background information in order to determine what kind of effect, if any, the undertaking may have on historic properties. This includes determining whether or not historic properties have been previously recorded in the APE and whether or not prior studies have been completed in the APE. The SHPO maintains a statewide database of all recorded cultural resource site locations as well as digital copies of corresponding site forms. Currently, the Idaho

Archaeological Site Inventory (ASI) database contains over 50,000 sites; the Idaho Historic Sites Inventory (IHSI) contains over 30,000 sites. Previous archaeological and architectural survey documents are archived by the SHPO and cataloged in a statewide database which contains over 30,000 documents. Qualified professionals may request information from these databases by submitting a [RECORD SEARCH](#) request.



## RELEASE OF ARCHAEOLOGICAL INFORMATION

The Idaho SHPO's archaeological site information is owned by either the Federal government or the State of Idaho. Per state legal counsel and in compliance with the Federal and State statutes, regulations, manuals, and agreements, the Idaho SHPO releases archaeological information only to professionals meeting the Secretary of the Interior's Professional Qualifications for archaeologists and who have provided a résumé and signed a [CONFIDENTIALITY AGREEMENT](#).

### GOVERNING LAWS AND REGULATIONS

- Freedom of Information Act, 5 U.S.C. 552
- Archaeological Resources Protection Act (see Section 9 under Confidentiality)
- 36CFR296 Protection of Archaeological Resources (see 296.18 regarding confidentiality of archaeological resource information)

- National Historic Preservation Act of 1966 as amended through 2006 (see § 304 regarding confidentiality of the location of sensitive historic resources)
- Secretary of Interior's Historic Preservation Professional Qualification Standards for Archeologists
- The national Programmatic Agreement among the BLM, the Advisory Council on Historic Preservation, and the National Conference of State Historic Preservation Officers regarding the manner in which BLM will meet its responsibilities under the National Historic Preservation Act (see 5.c. reference to § 304 of NHPA)
- The State Protocol Agreement between the Idaho State Director, BLM, and the Idaho SHPO that implements the national PA
- Idaho SHPO annual data sharing agreements with BLM with terms for release of information

An archaeologist may request archaeological site and survey records as needed for Section 106 Review or Federal or state agency planning purposes utilizing the SHPO Record Search service. Large-scale information requests (as determined by SHPO in consultation with the appropriate land-managing agency) will be referred directly to the appropriate Federal and/or state agency for direct release of information from that agency.

## RECORD SEARCH GUIDELINES

In order to submit a record search request and conduct research at SHPO, the researcher must meet certain professional qualifications and have a signed **CONFIDENTIALITY AGREEMENT** with a résumé on file at SHPO. If an individual's employment changes, a new form and résumé must be submitted.

All record searches are initiated by submitting a completed **RECORD SEARCH FORM** and map by email to [recordsearch@ishs.idaho.gov](mailto:recordsearch@ishs.idaho.gov).

A completed form will include all of the information requested at the top of the form:

- researcher names
- telephone

- email address
- affiliation/company
- billing address
- project name
- associated Federal/ state agency
- a succinct project description including expected ground disturbance and visual impact(s)
- legal description (township, range, and sections only) and list of USGS quadrangle maps

The standard area of a record search will include a 1 mile buffered area extending from the APE. If the researcher would like the record search to include an area other than 1 mile of the APE (½ mile beyond a linear APE), the extent of the research area should be requested in terms of a uniform distance from the APE. Reasons for enlarging or minimizing the research area must be justified.

The "Additional comments" section of the form may be used to address any other issues, including requests for GIS shapefiles. The Idaho SHPO Geodatabase includes point, line, and polygon data depending on the site. The polygon site data has been recently established and contains a limited number of site boundaries for sites over 1000m<sup>2</sup>. Currently, the Idaho SHPO does not have survey boundaries in GIS.

Absolutely required and essential for a record search is an attachment to the form: a copy of a map with the APE clearly marked. At least one township, range and section should be marked as a reference. This map must be in .jpg or .pdf format. It is essential that this file be as small as possible. Scale can vary as long as there are sufficient identifying features to relate the APE to a standard USGS quad map. If using the USGS PDF Topo maps, be sure to turn on the PLSS layer and turn off the Projection and Grids layer. Refer to the instructions provided by **USGS**. Aerial photos can be difficult to read and should only be used as a supplementary map.

Providing a GIS shapefile can help in expediting a record search. When providing a shapefile, please include only geographic locations related to the specific project. Do not attempt to buffer the APE; please send only the APE.

The minimum record search cost is \$60 per location (up to 2 square miles). The square miles are calculated using GIS. The record search area includes the APE

plus an additional mile radius or 1/2 mile buffer for linear projects. The record search cost is \$30 for each additional square mile after the initial minimum charge for 2 square miles. Additional fees may be added for record searches involving extra negotiation or clarification, any database manipulation, or unusual density/complexity in mapping linear APEs. Record searches exceeding \$500 must be prepaid.

A response from SHPO should be received in 5 business days and will consist of the requested information, a request for clarification, or a notice that workloads or complexity of the record search request may require additional time.

### RECORD SEARCH RESULTS

The record search results will include a SHPO record search number. This number must be included when discussing your pre-field research in your final project report.

The initial record search request will result in site lists, survey lists, and a map of sites. These documents will be sent to the researcher by email. The archaeological site list will include the site numbers, UTM coordinates (NAD83), and attributes of the sites (i.e. lithic scatter with points, cores). The historic sites list will include site numbers, UTM coordinates, property name, property address, and National Register information if applicable. The results may also include linear site lists. The survey list will include report title, author, year, and reference to each section within the research area. The actual lists and maps provided by SHPO should not be used in a report, this information should be analyzed and synthesized into the pre-field research section of a report.

### REQUESTING ADDITIONAL INFORMATION

After receiving and reviewing the map(s) and lists, the researcher may want to request digital copies of site forms and/or reports. If so, the researcher should list

all desired documents in numeric order on the second page of the **RECORD SEARCH FORM**. The listed documents may be grouped together by archaeology site number, historic site number, and SHPO report number. The form can then be re-emailed to [recordsearch@ishs.idaho.gov](mailto:recordsearch@ishs.idaho.gov) and a CD (or email) will be prepared within 3 to 5 business days. If the total size of the request is under 10MB, the requested documents may be emailed.

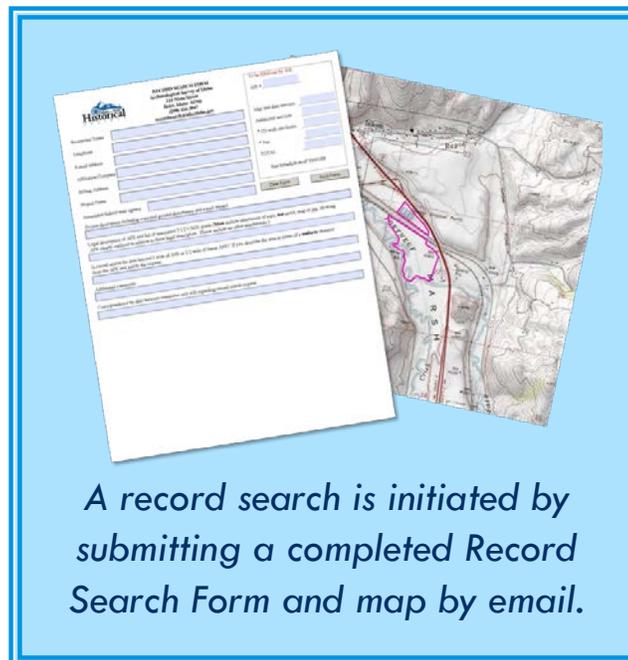
Each request will include a processing fee of \$10 per CD or \$5 per email. Archaeology and architectural site forms may be purchased for \$4 per site. The Idaho SHPO is working on scanning all survey reports. Reports that have been scanned will be indicated on

the record search results. Scanned reports may be purchased for \$10 per report. If a report has not been scanned and the requester would like SHPO staff to scan a report, there will be a \$15 per hour charge in addition to the price of the report. Although the Idaho State Archives houses our material over 10 years of age, the Archives will not provide scanned copies of reports. These documents must be accessed in person.

If a researcher would like to conduct their own research in the SHPO ASI

Repository, there is a \$30 per hour charge (maximum of \$60 per day) plus the cost of photocopies. Inventory reports that are no longer housed in the ASI Repository may be accessed through the Idaho State Archives. Please refer to the Box Accession Number when requesting documents to be un-shelved. Photocopy fees apply. For researchers located outside of the Boise area, a list of local (hourly rate) researchers is available.

A reasonable and good-faith effort should be made to also consult with other sources of existing information including records on file with federal land management agencies, cultural overviews,



*A record search is initiated by submitting a completed Record Search Form and map by email.*

architectural records, ethnographic studies, patent records, local governments and/or historic preservation commissions, universities, historical societies, knowledgeable individuals, and historic maps (government land office plats, USGS quadrangle maps, etc.).

In most cases, fieldwork to identify additional resources will be required. The identification of historic properties should be carried out by a professional in the applicable field.

## CONDUCT FIELDWORK

Any of the consulting parties may request additional effort to further identify historic properties in order to assess project effect. The type of additional effort depends on the types of cultural properties that are known or expected to be within the APE. Depending on the types of properties expected, the services of professional archaeologists, architectural historians, historians, cultural anthropologists, or ethnographers may need to be retained. Surveys should be conducted by qualified professionals that meet the Secretary of Interior's Historic Preservation Professional Qualification Standards ([62 FR 33708](#)) as required by [36 CFR §61](#).

Survey seeks to identify all cultural resources in the APE, including buildings, sites, structures, objects, and districts. Somewhat different efforts are required to identify, record, and document these various resources. The [NATIONAL REGISTER BULLETIN](#) series provides guidance on evaluating, documenting, and listing different types of historic places and should be consulted regularly.

For the purposes of an archaeological survey, transects should be no more than 30m apart and

should cover the entire APE. The survey or inventory report must indicate the actual survey methods utilized. The methodology should include: rationale for subsurface testing; what archival or legal documents were accessed; or why areas were excluded from the standard 30m transects. Deviation from the standard survey coverage may be dictated by the Federal agency (e.g. slopes greater than 30%, plow zone over upland glacial till, or area was historically built of fill), and these aberrations must be described and indicated on the survey coverage map. Surface visibility conditions (e.g. "percentage" of surface visibility) must be described in detail throughout the survey area and conditions such as poor visibility or dense artifact/features may call for narrower transect intervals. Reports not containing this information cannot be reviewed and will be returned for additional information.

For the purposes of an architectural survey, an intensive survey refers to the level of building documentation and research. Recording properties on an intensive level requires an expanded architectural description and historical narrative than that provided for reconnaissance-level documentation. All buildings and structures, including outbuildings and ancillary structures encountered within the APE are required to be documented and thoroughly researched.

The results of the survey need to be compiled in a report that identifies, records, and evaluates cultural properties. For more information concerning the content of a survey report, refer to the next chapter titled [DOCUMENTING CULTURAL SURVEYS](#).

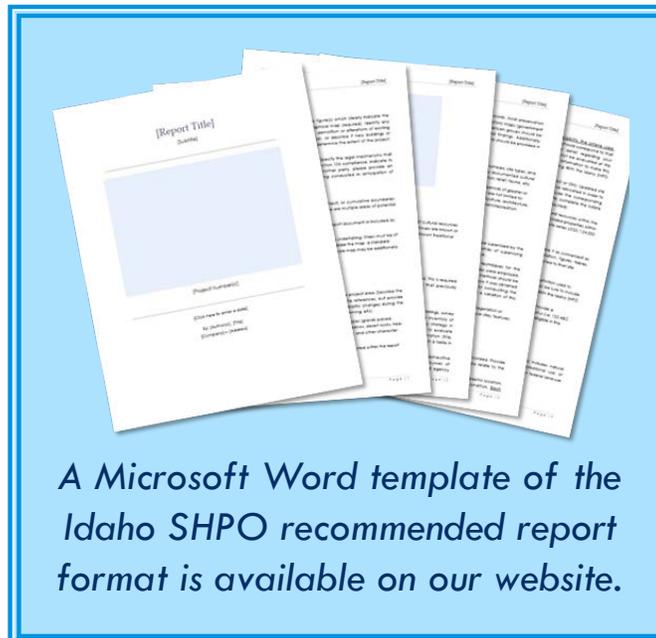
# DOCUMENTING CULTURAL SURVEYS

The following is a summary of the survey documentation requirements for consultation with the Idaho SHPO. Data can be presented and integrated in diverse ways. What is necessary, however, is a clear and concise presentation that incorporates all required elements of a report. Survey results are used by others and should constitute a usable contribution to the body of knowledge regarding the prehistory and history of Idaho. For these reasons, it is important that all reports are able to "stand alone" as research documents and that the assumptions and biases affecting the inventory and results are clearly stated.

Survey reports will range from a few pages to multiple volumes, depending upon the particular project. All areas surveyed must be reported whether or not sites are found.

Each report should be accompanied by a Cover Letter identifying all relevant agencies, a brief project description, and explicit agency recommendations, determinations, and findings for which SHPO comment and review are requested.

Whether this format or another format is used, the body of the document should address the following topics. Reports submitted for Section 106 review should include all required information or the report will be returned to the agency for correction. This will cause a delay in obtaining SHPO comment. A Microsoft Word Template of the **IDAHO SHPO REPORT FORMAT** is available online.



*A Microsoft Word template of the Idaho SHPO recommended report format is available on our website.*

## TITLE SHEET

A title sheet should include the title of the project. Strive for consistency in project names if multiple agencies and or parties are involved. Do not include abbreviations or acronyms in project titles. Any associated report, project numbers, or reference(s) should be noted.

Provide the affiliated company name, and clearly identify the full name and credentials of authors, and principal investigator. The Principal Investigator must meet the Secretary of the Interior's Historic Preservation Professional Qualification Standards (**62 FR 33719**).

## MANAGEMENT SUMMARY (ABSTRACT)

Provide a brief summary of the survey report in such a way that readers can rapidly become acquainted with the larger body of material without having to read the entire document. The summary should include basic locational information, concise analysis and main conclusions. See example below:

*A reconnaissance/intensive cultural resource survey was conducted in \_\_\_\_\_ County.*

*Cultural resources were located in the project area that are (eligible/not eligible) for the National Register of Historic Places. Further work is/is not recommended prior to agency approval of the project. The following avoidance stipulations are recommended:*

*A total of \_\_\_\_\_ acres were surveyed to intensive survey standards.*

The management summary is an ideal location for the Certification of Results. The Principal Investigator must certify that the investigation was conducted and

documented according to the Secretary of the Interior's Historic Preservation Standards and Guidelines and that the report is complete and accurate to the best of his or her knowledge.

***A signature and date must document this certification.***

## KEY INFORMATION

The key information section is meant to serve as the Idaho SHPO data entry form and for the reviewer's quick reference. This information is required and should be presented in a simple, direct, and clean manner. Required fields for the tabular key information:

PROJECT NAME

PROJECT NUMBER

AUTHOR(S)

PRINCIPAL INVESTIGATOR

LOCATION – Indicate the location of the survey, including County, Quad Map Name, and Township, Range, and Section. Legal descriptions cannot be reduced by giving ranges such as T1-3N. This includes linear projects. Too, it is not adequate to state "various sections" in a particular township. Each township, range and associated sections must be listed separately. This entry should include only sections that were surveyed; project legal locations can be described under the Project Description heading.

ACRES SURVEYED – Denote the project acreage and survey acreage. Please indicate the amount of acreage covered by the pedestrian field inventory (intensive or reconnaissance). Intensive survey is defined as pedestrian transects spaced no more than 30 meters apart. If reconnaissance or sample survey is conducted, provide an estimate of the acres within the APE covered by this method. If the undertaking consists of more than one area to be surveyed, the acreage of the total surveyed area should be reported.

SITES RECORDED – Provide a tally of previously recorded cultural resources and newly recorded cultural resources.

FEDERAL AGENCY – Identify the Federal agency responsible for compliance with Section 106 regulations. If the Federal agency is delegating its responsibility to another party, please provide the

name of the agency or party. If there are multiple Federal agencies involved, indicate which agency is lead.

REPORT PREPARED FOR – Indicate the company name of the main contractor if this report is being subcontracted.

REPOSITORY – List where the original survey records and attendant data will be housed/archived. This includes original digital photograph files, field notes, and collected artifacts.

DATE – Date of the report.

## PROJECT DESCRIPTION

Describe the proposed work and define the undertaking. Include figure(s) that clearly indicate the project location on 7.5 minute series USGS 1:24,000 scale topographic maps (required). Identify any potential ground-disturbing activities (if any) that are anticipated, demolition or alterations of existing buildings or structures (please describe in detail what is proposed), or describe if new buildings or structures are proposed. Include maps and figures needed to fully determine the extent of the project. Aerials and photographs are particularly useful.

Identify the reason and purpose for this study's being conducted. Specify the legal mechanisms that require this investigation. If the report is not being completed for Section 106 compliance, indicate its purpose. If a Federal agency is delegating its responsibility to another party, please provide an explanation and name the agency or party. If Section 106 is being conducted in anticipation of receiving federal funding, please explain the situation.

### PROJECT AREA OF POTENTIAL EFFECT (APE)

Describe the area of potential effect (APE), including any direct, indirect, or cumulative boundaries. Describe how the area of potential effect was defined. Indicate if there are multiple areas of potential effect. Indicate the APE(s) on attached map(s). Remember, the Section 106 process should be used as a planning tool. If there is concern identifying an APE, consult with the SHPO to define the boundaries.

A map or maps must be included and clearly indicate the location of the undertaking. Topographic maps must be of the appropriate 7.5 minute series USGS 1:24,000 scale. Do not attempt to resize the map; a standard 1:24,000 scale overlay should align with the printed report map. A larger scale map may be additionally provided to show greater detail, especially as needed for 106 Review.

## ENVIRONMENTAL SETTING

Provide a brief description of both the present and past environments of the project area. Describe the general topography, geology, and vegetation of the area. Feel free to cite references, but provide citations in the reference section. Indicate if there have been any drastic changes during the anthropogenic use of the area (glaciation, flooding, fires, intensive grazing, farming, etc).

Additionally, describe the setting of the built environment: streetscape, road types (gravel, paved, boulevard), the surrounding landscaping (planned lawns, urban gardens, meadows, desert rocks, tree-lined streets), built features (sidewalks, mailbox placement, medians, setbacks), and other character defining features of the surrounding area.

A minimum of two (2) clear overview photographs of the project area must be submitted. Photos may be inserted within the report document or included as attachments.

## CULTURAL SETTING

Provide a brief historic overview or cultural history of the area specific to the types of cultural resources that are known to be present in the area. Indicate which cultures, ethnicities, and groups are known or suspected to have inhabited or utilized the area in the past. Describe any currently known traditional uses of the area.

## PRE-FIELD RESEARCH

Provide the Idaho SHPO Record Search number and the date the results were received. This is required for consultation with the Idaho SHPO. This search must occur prior to the survey so that previously recorded sites can be confirmed and their condition noted.



### PREVIOUS CULTURAL RESOURCE STUDIES

Provide a brief analysis and synthesis of the previous studies including the types of undertakings, survey designs, and results. Indicate whether or not the fieldwork meets current standards for inventory of cultural resources in Idaho. This evaluation is meant to guide the design of the survey strategy in conjunction with the environmental and cultural setting, and provide context in which to evaluate cultural resources for eligibility to the National Register of Historic Places. The bibliographic information (title, authors, year, report numbers, and results) provided by the Idaho SHPO can be summarized in a table or a report appendix.

The information provided by the Idaho SHPO record search is not intended to be an exhaustive research tool and additional sources should be consulted. Indicate the additional sources of information utilized to describe and understand the project area. These may include Federal agency files, cultural overviews, architectural records, ethnographic studies, patent records, local preservation commissions, universities, historical societies, knowledgeable individuals, and historic maps (government land office plats, USGS quadrangle maps, etc.). Consultation with Native American groups should be documented here with specific information regarding the circumstances and findings. Additionally, outreach and involvement with local governments, individuals, and organizations should be provided in this section.

### EXPECTED CULTURAL RESOURCES

Provide a synthesis and discussion of previously recorded cultural resources. Site numbers, site types,

and National Register eligibilities can be summarized in a table. Indicate if previously documented cultural resources are associated with environmental variables: landforms, water, vegetation, relief, fauna, etc.

Finally, indicate the broad themes of past anthropogenic use. Are there temporal periods of greater or lesser intensity of use? Are there multiple themes? Examples of themes include, but are not limited to: prehistory, exploration, fur trapping, settlement, mining, timber, transportation, agriculture, architecture, commerce, communication, ethnic heritage, politics/government, and recreation/entertainment.

## FIELD METHODOLOGY

Indicate when and by whom the fieldwork was conducted. Fieldwork crew must be supervised by the appropriate qualified professional who meets the Secretary of Interior's Standards. Résumés of supervising personnel should be submitted with the report or already be on file at the SHPO office.

Describe survey techniques employed and the rationale for the use of those techniques for the particular survey. In instances in which multiple methodologies or sampling strategies were employed, document in the narrative and indicate the locations for each on the survey map (required). Survey methods should be carefully explained so that others using the gathered information can understand how it was obtained and what its possible limitations or biases are. Define the level of intensity used for conducting the survey. If it is a variation from the SHPO standard, justify the methodology used.

Any conditions that may have affected survey results should be described. Note any vegetation or snow obscuring visibility. Ground visibility should be snow free to evaluate archaeological sites, features, or artifacts.

*Each cultural property identified must include your recommendation for National Register eligibility, the criteria used, and the area of significance to which it is related.*

## RESULTS

Summarize the findings of the survey in terms of the number and types of properties. Provide your overall impression of the cultural manifestations in the survey area and how they relate to the cultural context.

Provide a brief description of each cultural property identified. Consider function, topographic location, temporal and cultural affiliation, physical remains, subsurface potential, size, and condition. *EACH CULTURAL PROPERTY MUST INCLUDE YOUR RECOMMENDATION FOR NATIONAL REGISTER ELIGIBILITY, THE CRITERIA USED, AND THE AREA OF SIGNIFICANCE TO WHICH IT IS RELATED.* Your determinations in the report should correspond to that expressed on the accompanying site forms. Justification and greater detail regarding your determination must be included

on the site forms. If a cultural property cannot be evaluated at this time, state why. Also, outline what steps are needed to obtain the necessary information to make this evaluation. Refer to the EVALUATE HISTORIC SIGNIFICANCE section in this document.

Each recorded property must have the appropriate corresponding site form (ASI or IHSI). Updated site forms should be included for

previously recorded sites in the APE as well as those relocated in order to determine that they were outside the APE. All updated site forms must include the corresponding Smithsonian trinomial or IHSI number. If a location is considered to be an isolate, complete the isolate site form. All recorded properties must be indicated on a corresponding map (required).

A separate map must be provided indicating boundaries of any identified cultural resources within the APE. The map should include the locations of previously recorded and newly recorded properties within the project area. Topographic maps must, again, be of the appropriate 7.5 minute series USGS 1:24,000 scale.

## SITE DESCRIPTIONS

In general, if a report deals with multiple sites, it should be organized in a way to make it as convenient as possible for users to locate individual site information. Whenever practical, narration, figures, tables, recommendations, etc., relating to a single site should be placed in a section devoted to that site.

### ISOLATES/NOTED BUT NOT RECORDED

Describe the isolated finds and/or the noted but not recorded sites. Describe the definition used to determine a site vs. an isolate. Many agencies have their own definition of an isolate; be sure to include the agencies definition if used. Refer to the **ISOLATED FINDS** section for more information.

Additionally, describe why sites were recommended as “noted but not recorded.” Provide a photograph, name or address of site, and its reason for “noted but not recorded” status (i.e. 123 ABC Street was constructed in 1995, is not a historically significant property that could be eligible in the future, and will not be impacted by the roadway expansion or culvert replacement).

*The conclusion should include a cumulative project effect. The overall project effect will be the most severe individual cultural resource project effect.*

## MANAGEMENT RECOMMENDATIONS

Outline all potential threats to the cultural properties within the survey area. This includes natural deterioration such as erosion or deflation; on-going use such as grazing or recreational use; or anticipated status changes such as a planned demolition of a building or a change in federal land-use status. Comment on the potential for vandalism of archaeological properties.

### DETERMINATION OF EFFECTS

For Section 106-related surveys, discuss potential impacts of the proposed project and state your conclusions regarding effect specifically for each property. List “no effect, no historic properties” “no adverse effect,” or “adverse effect” for each cultural resource.

## AVOIDANCE, MINIMIZATION, OR MITIGATION OPTIONS

For Section 106-related surveys affecting cultural properties, discuss avoidance or alternative options first. Mitigation is only discussed once all other options are exhausted and a formal determination of “adverse effect” has been issued by the SHPO. If the project plans can be amended to reduce effect, discuss these options. For the agency's benefit, all alternate project areas or routes should be surveyed and documented in the original survey report to avoid delays in Idaho SHPO review. Describe any monitoring that should take place. Also, provide any recommendations you may have for future management of the historic properties in the survey area. The SHPO determination of effect only applies to the information submitted for review. If an alternative, not submitted to SHPO, is chosen for a project, consultation must be initiated and the alternative options submitted for review prior to work beginning.

## CONCLUSIONS

Provide a discussion about the results and the relevance to the contexts laid out in the pre-field research. State how the results of the survey met the study objectives. Discuss how the results coincide with the expected results and how

the results contribute to the understanding of Idaho history. Also state what implications the findings have for future investigations in the area.

Conclude the section with a statement indicating curation agreements and location where the original survey report, photographic negatives, and any supporting field documents are maintained.

## REFERENCES CITED

Provide a bibliography listing sources consulted, oral interviews, and additional references. The citations should be in the **AMERICAN ANTIQUITY STYLE**; include SHPO Report Numbers if known.

## MAPS

***At least two (2) separate maps clearly identifying survey areas and site locations must be submitted.***

Maps must be included and clearly indicate the location of the undertaking. Topographic maps must be of the appropriate 7.5 minute series USGS 1:24,000 scale. Do not attempt to resize the map; a standard 1:24,000 scale overlay should align with the printed report map. A larger scale map may be provided to show greater detail, especially as needed for 106 Review.

ALL maps (including sketch maps) will contain the following information (and will be submitted on 8.5"x11" letter size, 8.5"x14" legal size, or 11"x17" ledger size paper):

- Source map used (e.g. USGS 7.5' Spruce Mountain, 2003)
- Scale
- North arrow
- Township/Range/Section
- Datum (NAD 83)
- Site boundary or Isolate point (GIS shapefile from the field)
- Map Legend for all represented symbols/shading



A separate map must be provided indicating boundaries of any identified cultural resources within the APE. The map should include the locations of previously recorded and newly recorded properties within the project area. Topographic maps must, again, be of the appropriate 7.5 minute series USGS 1:24,000 scale.

Additional maps denoting boundaries of previously disturbed areas, areas of proposed project disturbance, as well as proposed design changes or reroutes for avoidance must be clearly mapped in relation to cultural resources.

There are a number of available online mapping resources that may be useful while creating maps for survey reports. Some of the resources listed above are downloadable applications, while others are utilized through a web-browser. These interactive mapping resources can also assist with providing point locations in UTM or Latitude and Longitude format.

## REPORT PHOTOS

***A minimum of two (2) clear overview photographs per survey parcel must be submitted for all recordings. More than two (2) photographs may be necessary to document thoroughly the project area and/or sites within the APE.***

Photographs must be included for each site, object, building, structure and structural remain that may be impacted by an undertaking. When photographing historic buildings, photograph the primary (front) exterior wall of each structure. Photographs of representative examples of diagnostic artifacts recovered from prehistoric or historic sites should be included.

Photos should be printed with no more than two (2) photos per page. Each photo must include a caption/label describing the subject of the photograph, direction, date, and Smithsonian trinomial, IHSI number, or temporary site number. Additional photographs of significant features, sites, or artifacts may also be submitted.

Refer to the **GENERAL PHOTO STANDARDS** section for more information about photo requirements.

## DIGITAL REQUIREMENTS

In order to facilitate the transition of our records to digital format, all survey reports and site forms submitted to our office will require the addition of a PDF version of each.

Digital-born PDFs derived from the original word processing program or Microsoft Access database templates are required. Any maps, photos, or additional documentation included in the report must be consolidated into one (1) PDF document. Additionally, any maps, photos, or other documentation required for a site form needs to be consolidated with the appropriate site form text into one (1) PDF document. If a form/report includes

historical documents that are not available digitally, a scan of the document may be used.

Each form and/or report must be submitted as a separate PDF file. Additionally, PDF file names should be the corresponding site/temp number or project number/name without spaces, as shown below.

(ASI) Archaeology form: 10AA256.pdf or Temp1.pdf  
 (IHSI) Historic form: 01-12563.pdf or 104MainSt.pdf  
 Inventory Report: USFO-15-123.pdf or BoiseBAER.pdf

**Submitted PDF files are intended for future access through Internet connections and file sizes should be relatively small** (~ less than 50 megabytes for reports). Software capable of producing PDF files (such as Microsoft Word) generally has a quality setting that includes a Web setting. From the file menu choose: File>Save as pdf and choose the “Minimum size (publish online)” setting.

Digital documentation of cultural surveys, site forms, and GIS may be submitted on a CD/DVD or on a reusable USB Flash Drive. If documents are smaller than 10 megabytes, they may be submitted via email with a clear reference to the disposition of the corresponding paper documentation.

## GIS SUBMISSION

GIS data files for cultural resources and projects are required to be submitted to the Idaho SHPO.

All locations should be recorded using the Universal Transverse Mercator (UTM) coordinate system, North American Datum 1983 (NAD83). This is the same standard used for the National Register of Historic Places.

### GIS requirements:

- Submit a polygon shapefile of the **inventory area/areas**
- Submit a polygon shapefile of **site boundaries** for all cultural resources exceeding 1000m<sup>2</sup>
- Submit a point shapefile for the **site datum** or centroid of each recorded cultural resource
- Submit a polyline shapefile for the extent of the **linear resource**

- Submit a point shapefile for any **isolates** present

Clearly label shapefiles to distinguish between inventory, sites, and isolated finds. Include a reference to the corresponding report with either title or report number in the shapefile name.

Below is an example of an acceptable geodatabase structure. If data is being exported as a shapefile, be sure to include the project name and/or project number as a prefix to the feature name.

	Project_Name_Project-Number.mdb
	InventoryArea
	SiteDatum
	SiteBoundary
	LinearSite
	Isolate

GIS data will be submitted in an ESRI-compatible format (shapefile, file geodatabase, personal geodatabase).

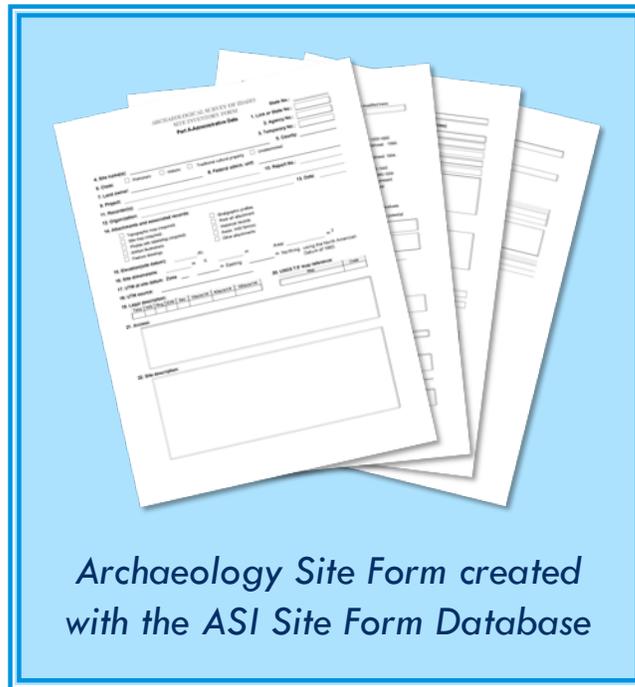
For more information and attribute descriptions, please refer to the [GIS DATA STANDARDS APPENDIX](#).

This requirement can be waived in the rare instance that an author does not have access to a GIS.

# DOCUMENTING CULTURAL RESOURCES

One of the functions of the Idaho SHPO is to maintain the state inventory of archaeological and historic sites. The inventory is comprised of sites identified through survey efforts of Federal and State agencies and Idaho cities and counties. Approximately 50,000 archaeological sites and 30,000 architectural and historic properties have been recorded. An ongoing effort is the electronic maintenance of this data to ensure efficient access and service to researchers.

Recording forms for historic properties in Idaho are divided into two separate inventories at the Idaho SHPO. The Archaeological Survey of Idaho (ASI) inventory is focused on archaeological properties or sites, while the Idaho Historic Sites Inventory (IHSI) is focused on historic properties that are not archaeological – primarily the built environment. Researchers are asked to use the ASI site form for all archaeological recordings and the IHSI form for historic buildings/structures/objects that are not ruins. For those properties that do not fall clearly in either of these broad descriptions, or may be appropriate to both, researchers are asked to apply their professional judgement. Perhaps most important is to consider in which inventory the information that is being recorded would be the most useful.



## ARCHAEOLOGICAL SITE INVENTORY FORM

The SHPO is the state clearinghouse for documentation of all archaeological investigations and all recorded archaeological sites in Idaho. The Archaeological Survey of Idaho (ASI) houses the statewide inventory of archaeological sites and serves as a permanent record of known prehistoric and historic sites.

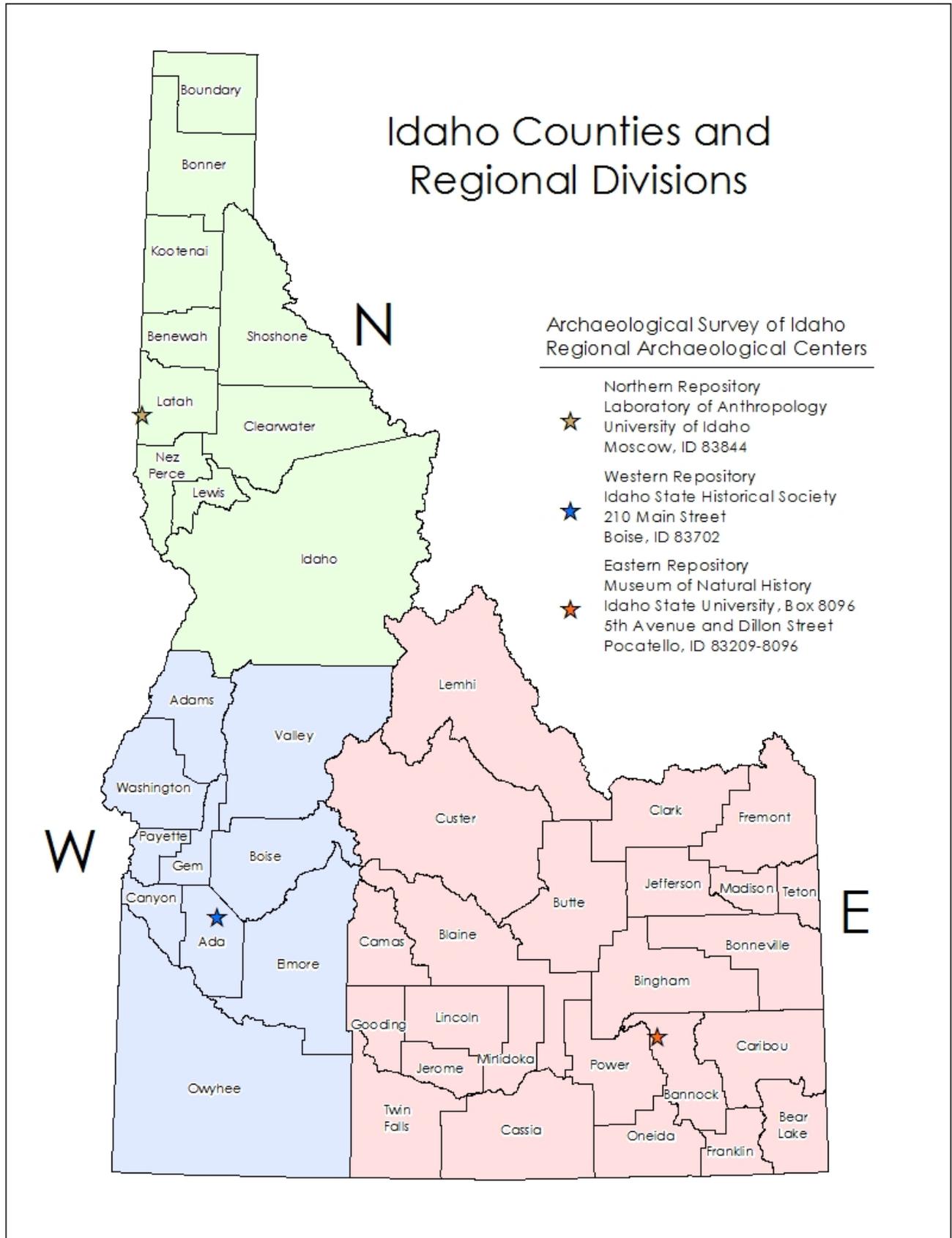
*"IT IS A POLICY OF THE STATE OF IDAHO THAT ARCHAEOLOGICAL INVENTORIES CONDUCTED WITHIN THE STATE BE DOCUMENTED IN A COMPREHENSIVE DATABASE ACCESSIBLE BY EDUCATIONAL PROGRAMS AND FOR OTHER PUBLIC PURPOSES CONSISTENT WITH THE PROTECTION OF*

*THESE RESOURCES. THE SURVEY SHALL BE THE LEAD STATE ENTITY FOR THE COMPILATION, COORDINATION, PRESERVATION AND DISSEMINATION OF ARCHAEOLOGICAL SURVEY DATA AND LONG-TERM CURATION OF COLLECTIONS FOR IDAHO." IDAHO CODE, CHAPTER 39, SECTION 33-3901*

The inventory consists of individual site records and supplemental documents such as photographs, maps, sketches, historical documents, and excavation documentation. The

Archaeological Survey of Idaho (ASI) Site Form is the standard for recording all archaeological sites, mining, timber, and livestock industries sites, and linear sites associated with foot and wagon travel.

The Microsoft Access **ASI SITE FORM DATABASE** is available for download on our website. The Microsoft Word version of the ASI site form available online should only be used by those without Microsoft Access – OS compatibility.



ASI RECORDING REQUIREMENTS

- All archaeological sites must be described on the Archaeological Survey of Idaho (ASI) site form. Sites previously recorded in other formats must be updated on ASI site forms upon re-visitation.
- The ASI site form must be completed entirely in order to be added to the state inventory. The SHPO does not accept “preliminary” or partial site forms.
- All ASI site forms submitted must include Universal Transverse Mercator (UTM) coordinates based on the North American Datum (NAD) of 1983 (noted as NAD83). Site records that use NAD27 will not be accepted.
- Linear sites (1/2 mile or more in length) must be recorded on ASI site forms or IHSI site forms depending on the type of resource. Legal descriptions and attached maps for all linear sites must include all sections crossed by the site in that county whether field checked or not. See guidance on LINEAR RESOURCES.
- Sites classified as requiring IHSI documentation that should be afforded the confidentiality of an archaeological site can still be classified as “restricted” in the IHSI automated database.
- On the ASI form, meters are the standard of measure with the exception of elevation, which is recorded in feet; historic artifacts may be measured using the English or metric standards.

Archaeological site area, whether prehistoric or historic, must be recorded in square meters.

- Traditional cultural properties may be recorded by attaching a narrative to completed administrative and environmental sections of the ASI site form.
- Site forms including any photos and maps must be stapled together as one (1) unit. Original photos or printed digital photos need to be included for archival purposes. Do not bind or hole-punch site forms
- Site forms are intended to be “stand alone” documents and should include all pertinent information in one unit. Forms may be printed double sided so long as there are no overlapping site forms.
- Site form should not include any discussion of project action, description, or effects. Any project specific information should be included with the survey report.

ASI PHOTOS

- All site forms must have a minimum of two (2) clear photos. One of the two photographs should be an overview that includes geographic features that would help relocate the site. Additional photographs of significant features, sites, or artifacts should also be submitted.
- Photographs of representative examples of diagnostic artifacts recovered should be included. Artifact photos should have the appropriate scale included. Metric measurements are standard, although historic artifacts may be measured using the English standard.
- Excavation photos must include a scale, north arrow, and photo board containing site number, unit, depth, date, and company/photographer.
- Each photo must include a caption/label describing the subject of the photograph, direction, date, and Smithsonian trinomial, or temporary site number.



Example of an acceptable excavation photo with north arrow, scale, and photo board.

- Refer to the GENERAL PHOTO STANDARDS section for more information on photo prints and format.

#### ASI MAPS

- All site forms must have at least one (1) 7.5 series USGS 1:24,000 scale topographic map. The map should clearly display the site location and boundaries. Do not include additional information such as survey area or land ownership.
- Attach a sketch map of the site boundary that includes a north arrow, dimension of site, features, location of artifacts, datum, scale, contour interval, and legend.

#### GIS SHAPES

- GIS data must be submitted in an ESRI-compatible format (shapefile, file geodatabase, personal geodatabase). A polygon feature class should be provided for the site boundaries of all cultural resources that exceed 1000m<sup>2</sup>; point data is used for small, discrete sites and isolated finds. Linear sites exceeding ½ mile should be submitted as a line feature class. Refer to the GIS DATA STANDARDS section for more information.

*The definition of an isolate varies by region, context, and professional judgement; therefore, the Idaho SHPO has not specifically defined the term isolate.*

analysis and research. The Idaho SHPO has created an Isolated Find Form as part of the Microsoft Access ASI SITE FORM DATABASE. This form should be completed for each discovery. Isolated finds without completed Isolated Find Forms will not be added to the GIS database. The isolate location should be mapped (as a point) on a 7.5' USGS Quadrangle map with denotation of township, range, and section. A site sketch map may be included where applicable. Diagnostic artifacts should be drawn and/or clearly photographed with a scale. Isolated find documentation will be attached and referenced to the corresponding survey report, and added to our library.

Isolated finds will be considered ineligible if there is no evidence of possible associated subsurface materials. Strongly consider the environmental context when determining the likelihood of subsurface deposits. The recorder must demonstrate that the entity is an "isolate" through full description of the items, environmental context, and event or activity as interpreted during recordation. Adequate justification must be given and a statement of non-significance should be provided on the isolate form.

## ISOLATED FINDS

An "isolated find" is an archaeological category of cultural resource that lacks data potential and context to produce further data. The definition of an isolate varies by region, context, and professional judgement; therefore, the Idaho SHPO has not specifically defined the term isolate. In general, isolated finds are locations exhibiting brief episodes of activity with a lack of artifact density and diversity. An isolated find accompanied by a feature warrants recordation as a site.

While isolates are not given a Smithsonian trinomial number, it is important data and will be added to the statewide GIS database to facilitate geographic

## HISTORIC SITES INVENTORY FORM

Idaho's Architectural and Historic Sites Survey and Inventory provides a coordinated system for the ongoing efforts to identify and record cultural resources throughout the State. The product of this systematic identification of historic properties is officially referred to as the Idaho Historic Sites Inventory (IHSI). The IHSI houses the statewide inventory of architectural and historic properties and serves as a permanent record of known historic buildings, structures, objects, sites, and districts. The Inventory consists of individual historic property records supplemented by property-specific documentation such as photographs, maps, sketches, architectural or engineering drawings, historical documents, news clippings, and other miscellaneous

materials. Each property record provides descriptive data elements about a property for purposes of research, preservation planning, local and city planning endeavors, compliance with federal regulations, and National Register of Historic Places eligibility. The Idaho Historic Sites Inventory automated database form and guidelines are the standard for recording all architectural and aboveground historic resources as well as linear resources such as agricultural irrigation systems, railroad systems, and vehicular travel systems.

Individual architectural and historic sites records are required to be submitted to the Idaho State Historic Preservation Office (SHPO) utilizing the Idaho Historic Sites Inventory automated database recording system. The Microsoft Access **IHSI SITE FORM DATABASE** is available for download on our website.

In addition, all photographic materials must be submitted in accordance with the established procedures and guidelines outlined in the **GENERAL PHOTO STANDARDS**. Finally, all cartographic (map) materials submitted must meet the required standards set forth in the **IDAHO HISTORIC SITES INVENTORY (IHSI) REQUIREMENTS AND STANDARDS FOR DOCUMENTATION**, as outlined below.

### IHSI RECORDING REQUIREMENTS

#### **Reconnaissance-level Survey**

- All IHSI Main Form data fields marked with a red check mark (✓) in **SECTION SEVEN – DATA ENTRY INSTRUCTIONS** of the **IDAHO HISTORIC SITES INVENTORY AUTOMATED DATABASE** manual are required fields and must be completed for reconnaissance-level survey. These fields supply the minimum level of information necessary to relocate a property and to evaluate its potential for

National Register of Historic Places (NRHP) eligibility.

#### **Intensive-level Survey**

- When recording properties at an intensive level, complete ALL DATA FIELDS contained in the IHSI database except those designated as “FOR SHPO USE ONLY.” Recording properties for an intensive-level survey requires an expanded architectural description and a more detailed historical narrative than what is required for reconnaissance-level documentation. Keep in mind that one of the goals of intensive-level documentation is to provide sufficient information to make a well-informed determination regarding the property’s NRHP eligibility. In addition, the information collected should be in a format readily transferrable to a National Register nomination form, and thusly, should meet NRHP documentation requirements.

- When recording a complex of buildings and/or structures, the IHSI site form must include references to and brief descriptions of **all** existing buildings, structures, objects, and features on the property. (This data

must be added in the “COMMENTS” data field. See the Manual of Instruction for Data Entry, p. 10 of 18.)

- IHSI site forms are subject to Freedom of Information Act (FOIA) and Idaho Public Records Law. If you have confidentiality concerns and would like them to be treated the same as ASI site forms, please mark them as restricted in the appropriate check box. A separate sheet briefly explaining the reason(s) for the restriction, including the nature of the threat, must be submitted with the site record.

The image shows a stack of three Idaho Historic Sites Inventory forms. The top form is clearly visible and contains various fields for data entry, including sections for 'PROPERTY INFORMATION', 'ASSOCIATED FEATURES', 'CONSTRUCTION', and 'COMMENTS'. The forms are white with black text and are set against a light blue background.

*Historic Site Inventory Form created with the IHSI automated database*

- All IHSI site forms submitted must include Universal Transverse Mercator (UTM) coordinates based on the North American Datum (NAD) of 1983 (noted as NAD83). Site records that use NAD27 will not be accepted. Forms should specifically note the UTM as NAD83 in the “ADD’L NOTES” data field. Contact the Historic Sites Registrar for assistance with UTM coordinate determinations.
- Linear sites (1/2 mile or more in length) such as main (named) agricultural canals and primary laterals, named/numbered roads and highways, and railroads and railroad grades must be recorded on IHSI forms. See **LINEAR RESOURCES** section for more information.

### IHSI PHOTOS

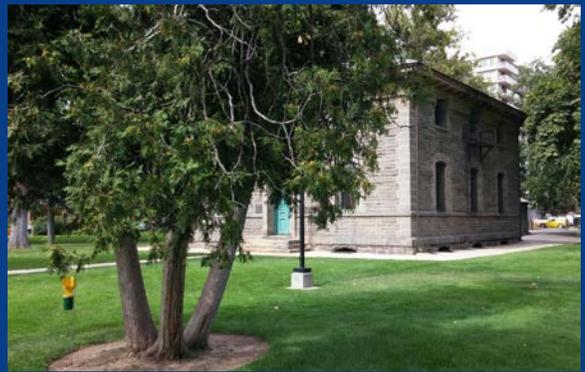
- Every property documented on an IHSI site form must be illustrated with a minimum of two (2) clear unobstructed photographs. Photographs should be of the primary (front) exterior wall of each property recorded; oblique images, where possible are recommended. For sites containing two (2) or more resources, photographs of associated structures/features are required.
- Depending upon the complexity of a property, it may be necessary to take several photographs from various angles as well as of major additions and/or alterations, features, or architectural details.
- All photographs must be labeled with a caption/label describing the subject of the photograph, direction, date, and IHSI number or temporary site number.
- Refer to the **GENERAL PHOTO STANDARDS** section for more information on photo prints and digital format.

### IHSI MAPS

- Each site form must be accompanied by at least one (1) map pinpointing the location of the site. Rural properties located outside of city limits must be pinpointed on United States Geological Survey (USGS) 7.5 minute series 1:24,000 scale topographic maps. Urban properties must be pinpointed on Sanborn Fire Insurance Company maps, subdivision/addition plats, or other



ACCEPTABLE: Clear, unobstructed, oblique photo



UNACCEPTABLE: Obstructed view

appropriately detailed maps. Examples of acceptable online printable maps include satellite views from Google Earth, Bing Maps, Google Maps, MyTopo, and MapQuest as well as Trails.com topographic view. (See **MAPS** section for additional online mapping resources.) Some of these mapping resources can assist with providing point locations in UTM or Latitude and Longitude format.

- Sketch maps or detailed maps must be submitted for districts or for properties containing more than two (2) resources/features. Plat books, insurance maps, bird’s-eye views, district highway maps, and hand-drawn maps may be utilized. Sketch maps must include a north arrow (true or magnetic), but do not need to be to scale.

## LINEAR RESOURCES

As part of the development of the Geographic Information System (GIS) at SHPO, engineering and historic linear properties have been divided into ten (10) types or categories: new roads, railroads,

agricultural water, timber, mining, livestock, old roads, emigrant trails, trails, and others. New roads, railroads, agricultural water systems, and other aboveground structures are to be recorded on the IHSI form. Trails, wagon roads, mining features, livestock trails and timber harvesting features must be recorded on and comply with the format of the Archaeological Survey of Idaho (ASI) site forms. To further clarify, examples of the four categories of linear resources that are to be recorded on the IHSI form are:

- **New Roads:** Roads are those that appear on any modern map from city streets to interstate highways. It also includes roads, numbered or not, identified on U.S. Forest Service maps. This category does not include roads that are now trails or only vague routes. These are categorized as old roads (typically old wagon roads) and should be recorded on ASI forms.
- **Railroads:** Railroads include all common-carrier railroads and railroad grades or those that generally transport passengers or goods/cargo. If a railroad or rail system exists solely for the purpose of transporting timber or mining products,

it should be recorded on an ASI form. These are usually short segments and are conspicuously associated with a mining or timber enterprise.

- **Irrigation Resources:** Irrigation resources are those that are associated with the development of water conveyance for agricultural purposes. These consist of major named canals, laterals and ditches. Water transport systems that are not for agricultural purposes – domestic water pipelines and mining ditches, for example, should be recorded on the ASI form.
- **Others:** Other linear resources can include such aboveground structures as transmission lines, telephone lines, fences, levees/embankments, and aerial tramways (excluding mining features), to name a few.

If questions remain as to whether a property should be classified as a linear resource for IHSI recording purposes, contact the Historic Sites Registrar.

The Idaho SHPO assigns a separate IHSI accession number or ASI Smithsonian trinomial number for each county a linear resource crosses. Although surveyors/consultants/contractors are strongly advised to record a linear property from county boundary to county boundary, comprehensive field examination for the full extent of the resource is not a SHPO requirement. Therefore, portions of the route of the resource may be based on historic documents, general knowledge, system maps, or even assumption. At the very least, a complete legal description of all crossed townships, ranges, and sections and maps showing the full extent of the property within the county is expected. A map scale of less than 1:24,000 may be used, but it must be reasonably translatable to the standard 1:24,000 USGS quadrangle map.

Generally, the following requirements for documenting agricultural irrigation resources can be applied to any of the linear resources categories previously identified.

#### AGRICULTURAL IRRIGATION RESOURCES

The following requirements are intended to collect sufficient documentation of agricultural irrigation resources in order to appropriately evaluate their historic significance. Only primary laterals that divert directly off of the canals (these typically have a name



or number), and regulated drainage systems require recordation and evaluation. Resources below that level, such as secondary laterals or ditches are not required to be recorded and are considered ineligible. There are always exceptions. Ditches associated with mining sites or homestead sites would be considered a feature of a larger site and would therefore require recordation as such. They also are intended to supplement the instructions set forth in the *Idaho Historic Sites Inventory Automated Database: Manual of Instructions for Data Entry*.

Documentation of agricultural irrigation resources must include:

- A general, physical description of the canal/lateral/ditch itself; include the approximate length of the resource in its entirety.
- A brief history of the resource. When possible, include such information as significant dates,

significant persons, associated major laterals, etc.

- A USGS map or maps outlining the entire route of the canal/lateral/ditch – from point of diversion to its terminus – or in the case of spanning county lines, the entire route within the county of project activity. Include a list of USGS map names utilized for mapping.
- References to all townships, ranges and section numbers (omitting quarter sections) through which the resource passes within the county of project activity whether field checked or not.
- Photographs depicting overviews of the canal/lateral/ditch from various locations within the project area.
- Individual site forms for each of the major features along the resource within the project area, such as bridge crossings, diversion structures, head gates,

## WHICH SITE FORM SHOULD I USE?

SITE TYPE	DESCRIPTION	FORM
<b>Roads</b>	Roads that appear on a modern map (including USFS maps) from city streets to interstate highways (if greater than 50 years old).	Historic Site
	Old wagon roads, vague routes, or roads converted to trails	Archaeology Site
<b>Railroads</b>	Intact tracks or removed tracks that were not primarily associated with timber or mining activities	Historic Site
	Timber or mining associated rail lines	Archaeology Site
<b>Canals and ditches</b>	Canal or irrigation features	Historic Site
	Timber or mining associated ditches	Archaeology Site
<b>Logging</b>	Timber transportation: roads, railroads, flumes, chutes	Archaeology Site
<b>Mining</b>	Mining transportation: roads, railroads, ditches	Archaeology Site
<b>Livestock</b>	Historic drivelines for cattle and sheep	Archaeology Site
<b>Trails</b>	All	Archaeology Site
<b>Other</b>	Transmission lines, telephone lines, fences (if greater than 50 years old)	Historic Site

drop structures, weirs, etc.

- At least one (1) photograph of each feature recorded within the project area.
- A USGS map or maps indicating the location of each major feature recorded within the project area.
- UTM coordinates (NAD83) for each major feature recorded within the project area. (Note that UTM coordinates are not required at various locations along the route of the resource itself.)
- A GIS linear shapefile is required for the entire length of the resource – whether from county boundary to county boundary or from point of diversion to terminus (if wholly contained within one county).

## GENERAL PHOTO STANDARDS

Please keep in mind that the photographs submitted to the Idaho SHPO as documentation for archaeological and historic properties are meant to assist SHPO staff in determining eligibility and effects; take photographs accordingly. Documentation should be sufficient to allow for a thorough understanding of the property. Inadequate photo documentation or photos that do not meet the following requirements will result in a request for new/better photos and will likely delay Section 106 Review.

Note that these photo standards are for Section 106 Report Submittal only; additional requirements for mitigation photos can be found in the **MITIGATION PHOTO STANDARDS** section.



***At least two (2) clear photographs per property must be submitted for each site.***

### FOR ARCHAEOLOGICAL SITES:

- One of the two (2) photographs should be an overview that includes geographic features that would help relocate the site. Additional photographs of significant features, concentrations, or artifacts should be submitted.
- Photographs of representative examples of diagnostic artifacts recovered from prehistoric or historic sites should be included. Artifact photos should have the appropriate scale included. Metric measurements are standard, although historic artifacts may be measured using the English standard.

### FOR BUILT-ENVIRONMENT SITES:

- One of the two (2) photographs should be an overview from far enough away that the entire site, as well as the setting, are visible.
- When photographing historic buildings, photograph the primary (front) exterior wall of each property recorded; oblique images, where possible, are recommended and requested to help properly evaluate the property. Each photo does not need to be printed, but supplementary photos can be taken and submitted digitally as set forth below.
- Where a property has multiple buildings or structures, provide photographs of each. Photographs of significant features should be submitted.
- Depending upon the complexity of a property, it may be necessary to take several photographs from various angles as well as of major additions and/or alterations, features, or architectural details.

Each printed photo must include a caption/label describing the subject of the photograph, direction, date, and any Smithsonian trinomial, IHSI number, or temporary site number.

### DIGITAL PHOTOGRAPHIC PRINTS

Digital photos must comply with the following digital requirements:

- Minimum of 8 megapixel camera
- Minimum resolution of 1600 x 1200 pixels

While traditional film prints are still acceptable, digital photographs are now preferred. Photos may be embedded in the text of the report, or included as an appendix. Photos should be printed with no more than two (2) photos per page. Only one (1) property should be printed on each page. It is recommended that photos be printed single sided. Photos may be printed on standard copier paper, although photo paper is recommended.

- ACCEPTABLE – Copier Paper
- BETTER – Acid Free Conservation-grade paper
- BEST – Photo Paper

Photos are required to be incorporated into the report or site form PDF as one complete unit. This is commonly achieved by inserting the photos into the word processing document and saving the completed document as a PDF. In the case of site forms generated from the databases, save the site form data as a PDF and then merge with a separate PDF document containing maps, photos, and other attachments. Submitted PDF files are intended for future access through Internet connections and file sizes should be relatively small.

In addition to the printed photos and PDF document, unaltered photos are required to be submitted as individual .jpeg files. Camera and printer resolution settings should be sufficient to produce prints with sharp detail. Appropriate resolution and contrast are of utmost importance for report reviewers to be able to appropriately understand and evaluate the property.

Digital photos must also be submitted as unaltered .jpg files, so that if staff reviewers have difficulty discerning details on the printed photos, they can refer to the digital image. Files should be organized by site number. It is not necessary to rename each of the photos if they are organized using a folder structure. Below is an example of how photos should be submitted; photo names should correspond to the Smithsonian/IHSI or Temp number for the

property as found on the corresponding site form for easy cross-reference.



If you have taken numerous digital photos of a property – more than you are printing and submitting with the site form – please consider including those in the site photos on the CD as well, as any additional photo documentation can only assist SHPO staff with their resource evaluation.

## MITIGATION PHOTO STANDARDS

Acceptable forms of photographic documentation:

- 35mm black and white archival-quality photographic prints.
- Digital color archival-quality photographic prints.

***Photographs measuring 4 x 6 inches or larger are preferred.***

Only archival-quality photographic prints meeting a 75-year-permanence standard will be accepted. The following requirements must be met depending upon the technology applied.

### TRADITIONAL 35MM BLACK AND WHITE PRINTS:

- 35mm prints must be produced using black and white film developed with black and white processing chemicals and printed on black and white photographic paper.
- Fiber-based photographic paper is preferred, but resin-coated photographic paper is also acceptable.
- Black and white photographs processed with chromogenic processing (C-41), or printed on chromogenic papers, are not acceptable.

- Negatives accompanied by a photographic log in addition to hard-copy prints.

DIGITAL PHOTOGRAPHIC PRINTS:

- Inks and paper used for digital prints must be archivally stable. A non-comprehensive list of acceptable ink and paper combinations for digital images that meet a 75-year-permanence standard is maintained by the National Park Service. The type of inks and paper used must be declared within the inventory form. Types used may also be stated *additionally* in the survey report.
- Camera and printer resolution settings should be sufficient to produce prints with sharp detail. Appropriate resolution and contrast are of utmost importance.
- Digital photos must also be submitted as unaltered .jpeg or .tiff files. Files should be organized by site number. It is not necessary to rename each of the photos if they are organized using a folder structure. Refer to the GENERAL PHOTO STANDARDS for preferred folder structure.

Each photograph must be labeled with the required information using the methods described below:

LABELING INFORMATION:

- Smithsonian or IHSI number (property, field, or temporary number, if a new recording);
- subject of the photograph;
- the direction the camera is facing;
- date (month/year);
- name of the project.

LABELING METHODS:

Traditional 35mm black and white photographs and color photographs must be labeled on the back of the print (never on the front) with a water-soluble pencil intended for writing on transparent or glazed surfaces. We feel the *only acceptable labeling instrument* is the #8046 pencil produced by Schwan All-Stabilo, which can be purchased at art supply stores or online. Do not use any type of *pen* for labeling, including those identified as “archival.” Never use adhesive labels or other applied materials. Never affix photographs to paper, cardboard, or other material. Digital photos must be labeled as just described or *digitally* on the front and below the photograph.

SUBMISSION OF PRINTS:

All photographs – *both* traditional 35mm and digital – must be contained and submitted in clear archival photographic sleeves meeting the following requirements:

Sleeves must be at least 8 ½ x 11 inches overall and not exceed 9 ½ x 11 ½ inches. Pockets in the sleeves must match the photograph dimensions. For 35mm photographs, do not sleeve back to back. Digital prints may be sleeved back to back provided all labeling is digitally printed on the front and below the photograph. Sleeve digital photographs in full-sheet sleeves rather than cutting them to fit pocketed sleeves. Use no adhesives on sleeves and do not label sleeves. Photographic sleeves for each property must be clipped or carefully stapled (taking care not to staple the print) to the appropriate inventory form. Photographs from different properties cannot be contained in the same sleeve.

# EVALUATE HISTORIC SIGNIFICANCE

Any sites or cultural materials, whether previously identified or newly identified within the area of potential effect must be evaluated for their historic significance in order to determine project effect. This is completed by applying the criteria for National Register of Historic Places (36 CFR 63). The criteria are developed and overseen by the National Park Service (NPS). The NPS has provided detailed guidance for assessing significance (eligibility for the National Register) in HOW TO APPLY THE NATIONAL REGISTER CRITERIA FOR EVALUATION (formerly National Register Bulletin 15) and GUIDELINES FOR EVALUATING AND REGISTERING ARCHAEOLOGICAL PROPERTIES (formerly National Register Bulletin 36).

SHPO requires that the Federal agency follow this guidance when evaluating historic significance. There are three (3) general required provisions: context, criteria, and integrity.

## CONTEXT

The first step in determining whether or not a cultural property is a historic property (eligible for listing in the National Register of Historic Places) is made in regards to context. For the purposes of determining eligibility, a "context" is a body of knowledge that is defined by a specific theme or topic, a specific geographical area, and a specific time period. All contexts and context studies are resource based – that is, they must relate to identifiable cultural resources. Contexts serve as frameworks for evaluating the National Register eligibility of cultural properties. Idaho has a number of NATIONAL REGISTER MULTIPLE PROPERTY DOCUMENTS that are helpful in determining the context of a particular site. Generally, cultural or historic contexts included in the IDAHO CONTEXT APPENDIX are used as a framework for evaluating the significance of a cultural property.

*THE SIGNIFICANCE OF A HISTORIC PROPERTY CAN BE JUDGED AND EXPLAINED ONLY WHEN IT IS EVALUATED WITHIN ITS HISTORIC CONTEXT.*

## NATIONAL REGISTER CRITERIA

After evaluating context, a cultural property must also be shown to be significant for one or more of the four criteria in order to be considered a historic property:

A) *Associated with events that have made a significant contribution to the broad patterns of our history*

To be considered for listing under Criterion A, a property must be associated with one or more events important in the defined historic context. Criterion A recognizes properties associated with single events, such as the founding of a town, or with a pattern of events, repeated activities, or historic trends, such as the gradual rise of a port city's prominence in trade and commerce. The event or trends, however, must clearly be important within the associated context: settlement, in the case of the town, or development of

a maritime economy, in the case of the port city. Moreover, the property must have an important association with the event or historic trends, and it must retain historic integrity.

B) *Associated with the lives of persons significant in our past*

Criterion B applies to properties associated with individuals whose specific contributions to history can be identified and documented. Persons "significant in our past" refers to individuals whose activities are demonstrably important within a local, state, or national historic context. The criterion is generally restricted to those properties that illustrate (rather than commemorate) a person's important achievements.

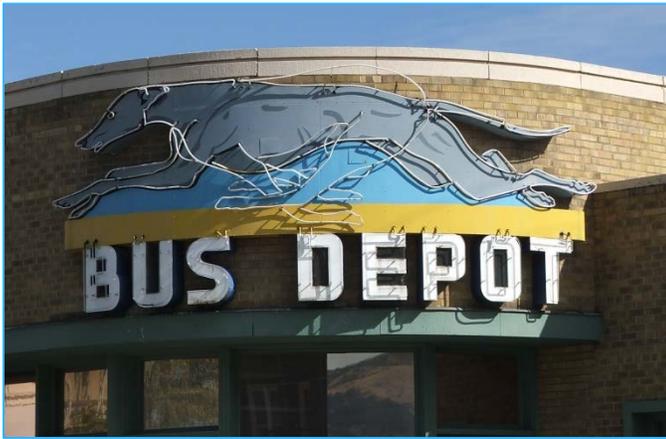
C) *Embodies the distinctive characteristics of a type, period, or method of construction, or that represent the work of a master, or that possess high artistic values, or that represent a significant and distinguishable entity whose components may lack individual distinction*

This criterion applies to properties significant for their physical design or construction, including such elements as architecture, landscape architecture, engineering,

and artwork. To be eligible under Criterion C, a property must meet at least one of the following requirements:

- Embody distinctive characteristics of a type, period, or method of construction.
- Represent the work of a master.
- Possess high artistic value.
- Represent a significant and distinguishable entity whose components may lack individual distinction.

D) *Have yielded, or may be likely to yield, information important in prehistory or history*



Certain important research questions about human history can only be answered by the actual physical material of cultural resources. Criterion D encompasses the properties that have the potential to answer, in whole or in part, those types of research questions. The most common type of property nominated under this Criterion is the archeological site (or a district comprised of archeological sites). Buildings, objects, and structures (or districts comprised of these property types), however, can also be eligible for their information potential.

Criterion D has two requirements, which must both be met for a property to qualify:

- The property must have, or have had, information to contribute to our understanding of human history or prehistory, and
- The information must be considered important.

#### CRITERIA CONSIDERATIONS

As a general rule, certain classes of properties are considered to be not eligible for the National Register

of Historic Places; however, there are exceptions to these rules, called Criteria Considerations. These classes of properties and their exceptions are:

- a) **Religious properties:** Can be eligible if they derive their significance from their architectural or historical significance, or are part of a larger historic district.
- b) **Moved Properties:** Can be eligible if their significance is primarily architectural or if the location to which it is moved provides a similar context and setting as the location from which it has been removed.
- c) **Birthplaces or Graves:** Can be eligible if the person is of outstanding importance and there is no other extant property associated with their productive life.
- d) **Cemeteries:** Can be eligible if they have distinctive design features, or are associated with specific important historic events.
- e) **Reconstructed Properties:** Can be eligible only if it is accurately executed and presented as part of a restoration master plan and when no other building or structure with the same associations has survived. All 3 of these requirements must be met.
- f) **Commemorative Properties:** Can be eligible if its design, age, tradition or symbolic value has its own historic significance.
- g) **Properties Less than 50 Years Old:** Can be eligible if it is of exceptional importance, or, if, as a class, the property is considered fragile or disappearing.

See NRHP Bulletin [HOW TO APPLY THE NATIONAL REGISTER CRITERIA FOR EVALUATION](#) for more information and detail regarding Criteria Considerations.

## INTEGRITY

Finally, in addition to context and the four criteria, a cultural property's integrity must also be evaluated. Integrity is the ability of a property to convey its significance. It is important to note that "integrity" is different than "condition." A property can be in poor condition, but still effectively convey its significance, meaning that it would still have a high level of integrity.

Conversely, a property can be in excellent condition, but has been so altered over time that it has lost all

integrity because it no longer reflects the essential, character-defining features of that style or property type.

The NPS has identified seven aspects of integrity which include: location, design, setting, materials, workmanship, feeling, and association. Each property should be evaluated with these aspects in mind. Depending on the type of property, different aspects of integrity may have more relevance, so each property should be evaluated with that in mind.

### LOCATION

Location is the place where the historic property was constructed or the place where the historic event took place. Integrity of location refers to whether the property has been moved or relocated since its construction. A moved property can be considered to have integrity of location if it was moved before or during its period of significance.

### DESIGN

Design is the composition of elements that constitute the form, plan, space, structure, and style of a property, but recognizing that properties can change through time and do not always constitute a loss of integrity of design.

### SETTING

Setting is the physical environment of a historic property that illustrates the character of the place. Integrity of setting remains when the surroundings of a property have not been subjected to radical change.

### MATERIALS

Materials are the physical elements combined in a particular pattern or configuration to form a historic property. Integrity of materials determines whether or not an authentic historic resource still exists.

### WORKMANSHIP

Workmanship is the physical evidence of the crafts of a particular culture or people during any given period of history. Workmanship is important because it can furnish evidence of the technology of the craft, illustrate the aesthetic principles of a historic period, and reveal individual, local, regional, or national applications of both technological practices and aesthetic principles.

## POOR CONDITION – GOOD INTEGRITY



BAYHORSE HOTEL

Although in poor condition, this building at Bayhorse State Park is immediately recognizable for what it was as a boomtown hotel building, identifiable by the false-front design and the exterior door on the second story. Siding and windows, while in a state of disrepair, are all original materials and accurately convey the building's era as late 19th century. This building is listed in the NRHP.

## GOOD CONDITION – POOR INTEGRITY



RATHDRUM HOUSE

This home is clearly in good condition and was built during the territorial period of Idaho's history; however, a number of features make it difficult for the casual viewer to properly place its construction in the 1880s. The oversized window on the second story, enclosure of a portion of the front porch (with modern, paired windows), the lack of balustrade on the remaining porch, and loss of prominent, visible entry, all degrade the house's integrity and render it not eligible for the NRHP.

### FEELING

Feeling is the quality that a historic property has in evoking the aesthetic or historic sense of a past period of time. Although it is itself intangible, feeling is dependent upon a property's significant physical characteristics that convey its historic qualities.

### ASSOCIATION

Association is the direct link between a property and the event or person for which the property is significant. A period appearance or setting for a historic property is desirable. Integrity of setting, location, design, workmanship, materials, and feeling *combine* to convey integrity of association.

See NRHP Bulletin HOW TO APPLY THE NATIONAL REGISTER CRITERIA FOR EVALUATION for more information and detail regarding the seven aspects of integrity.

## ARCHAEOLOGICAL SITE INTEGRITY

Archaeological site integrity is often determined under Criterion (D), the potential of the site to yield information important in history or prehistory. This involves, first, determining through an appropriate review of the background literature, whether the site *could yield information* important in resolving research questions; and second, determining *how intact* the deposit is relative to its information potential. Intact deposits are those that remain relatively undisturbed relative to their past history. This depends on the *context* in which artifacts, features, and other traces of past human activity are found, and the *associations*



among these traces. The archaeologist must determine whether what she finds was found where it was originally deposited, and whether the things she finds are credibly associated with one another. If they meet both conditions, the deposits are intact enough to address a significant research question.

## ASSESS ARCHAEOLOGICAL SITE SIGNIFICANCE

Three general contexts are appropriate for archaeological and traditional cultural properties:

- a. Prehistoric archaeology
- b. Historical archaeology
- c. Ethnic/Native American Traditions

Data from Idaho's prehistoric and historic archaeological deposits and ruins have not been synthesized. In many regions of the state, either a chronology has not been developed or it has not reached common acceptance. Only very limited literature reviews and interviews have been conducted with contemporary ethnic and Native American populations that address traditional cultural properties.

Therefore, each archaeological site/ruin will be considered eligible to the National Register until it is demonstrated that no information remains to be gleaned from its deposits or surface features. A potential traditional use location will be regarded as eligible until its significance is invalidated through interviews with appropriate traditional communities.

Finally, isolated finds will be considered ineligible if there is no evidence of possible associated subsurface materials. Adequate justification must be given and a statement of non-significance should be provided on the isolate form.

For Section 106-related surveys, evaluation is a crucial step in the 106 Review process and needs to be well documented. Cultural properties recorded during general archaeological research must be evaluated to be added to Idaho's state inventory.

*If sufficient data is not available to evaluate a cultural property, the site form and survey report should contain a statement of insufficient information. This statement*

should be followed by recommendations for further investigations that would provide the data necessary for evaluation.

## TRADITIONAL CULTURAL PROPERTY (TCP) EVALUATION

A traditional cultural property (TCP) is a property that is significant because of its association with cultural practices or beliefs of a living community that are rooted in that community's history and are important in maintaining the cultural identity of the community. To be considered in the Section 106 Review process, a TCP must be listed or eligible for listing in the National Register of Historic Places.

To be eligible for listing in the National Register of Historic Places (NRHP), a traditional cultural property must:

- **Be a tangible place.** The NRHP does not list cultural practices or beliefs. Tangible means that you must be able to physically locate a property. It does not mean that you have to have physical, man-made features or items at the place. A mountain, a street corner, and a pueblo are all tangible places.
- **Be important** to the community today and play the same role in the community's traditions as it did in the past.
- **Have been important for at least 50 years.** For example, a place where pow-wows are held now, but were not held 25 years ago, probably does not meet the 50-year rule. The use of the property, however, does not have to be continuous over the last 50 years, but there should be a pattern of use or continued value.
- **Have integrity.** By regulation, integrity means integrity of location, design, setting, materials, workmanship, feeling, and association. The importance of each of these elements varies depending on the nature of the property. For TCPs, integrity can often be evaluated in terms of the strength of the property's association with the traditions of the community and the property's condition. The association between the place and the community's traditions must be strong. For example, if the traditional activity can be carried out anywhere, then there is no link between the activity and the place (ritual bathing – in any stream or just in a particular spring; fishing – any local source or a specific hole or spot associated with a deity or spirit; hunting – any natural area where game is available or particular sacred hunting ground). Every year since 1832, the Seneca and Cayuga Indians have conducted specific ceremonies at what is now the Basset Grove Ceremonial Grounds in Oklahoma. This property definitely has integrity of association and location. The property's condition is just as important to consider. If commercial buildings surround a TCP that should have a pristine natural environment, then the property has little integrity of condition. Integrity of condition, however, should be evaluated from the perspective of those who value or use the property. For example, a New Mexico Hispanic community has conducted traditional dances in a specific area since the early 1900s. The three-acre dance site now includes a bar, community center, and parking lot. Nevertheless, the ongoing use of the site in much the same manner as has been conducted for over the last 80 years demonstrates that the dance site still has integrity of condition for that particular tradition. If the changes had somehow forced the termination of dances there, or their relocation, the integrity of condition would be lacking, despite the fact that the Hispanic community might still regard the old site as a special location.
- **Have definable boundaries.** Establishing boundaries can be problematic. In many cases, the idea that there is a "real" boundary is absurd. Nevertheless, a TCP listed in the NRHP must have definable, or at least defensible, boundaries. Geological or natural formation traditional cultural properties can also often be problematic because it can be difficult to establish where a formation begins or ends. For example, the top of a mountain is usually obvious, but where is the bottom? Knowledgeable members of the traditional community should be consulted for guidance about what criteria are important in deciding where, for example, a mountain begins or ends. Their comments should be supported by oral tradition, ethnographic evidence, or physical evidence. Perhaps the answer lies in what

constitutes a mountain, or a significant place, not where does it begin and end. Is the river at the mountain's base part of the mountain or is the river its own entity distinct from the mountain? The answers will vary by community.

- **Have defensible boundaries.** Defensible boundaries should be based on the characteristics of the property, how it is used, and why it is important. These characteristics must be clearly articulated in the documentation.

- **Meet NR Criteria.** Like any other property, to be listed in, or eligible for listing in, the NRNP, a TCP must meet one or more of the NRHP criteria. TCPs do not have criteria all of their own. TCPs are almost always listed under Criterion A (and sometimes B) for their association with historical events or broad patterns of events.

Not all TCPs are eligible for the NRHP.

# SUBMIT A PROJECT FOR REVIEW

To initiate the formal Section 106 consultation process with the State Historic Preservation Office (SHPO), the Federal agency (or applicant) is required to submit a cover letter with specific information and attachments. Technically, this information should come from the Federal agency, but Federal agencies occasionally authorize applicants for Federal assistance or permits to initiate consultation with the SHPO directly. A [CHECKLIST FOR SECTION 106 SUBMISSION](#) has been provided in the Appendix.

If the project is located within the boundaries of the Nez Perce or Coeur d'Alene Indian Reservations, contact the Tribal Historic Preservation Officer to start consultation.

If the project is taking place on Federal (e.g., U.S. Forest Service, Bureau of Land Management) or Tribal (reservation) land, or if it is a project associated with the Idaho Transportation Department (ITD), it is necessary to consult with the cultural resource professional employed by the land-managing agency, Tribe, or ITD before consulting with SHPO.

## COVER LETTER

A cover letter is required for all Section 106 reviews. The cover letter must include the following information:

- Name and contact information of Federal agency or agencies involved.
- Project description that clearly specifies all project components including details on:
  - 1) Work that will affect the physical characteristics of buildings and structures more than 45 years old and their sites. For example, will windows be replaced? If so, describe the existing windows and the proposed replacement units. Will an addition be constructed onto the building? Where will it be located, and what will it look like? Will the

building's setting be affected? Will the historic landscape be affected?

- 2) Work that will involve ground disturbance. For example, if the project will be replacing water lines or sewer lines, will the new lines be placed in the same trench or will it be new construction? Will other areas be used, such as staging areas, borrow sources, or disposal areas?
  - Legal description (township, range, and section) or street address of the project's area of potential effects.
  - Brief description of the condition of the ground surface or any information relating to past construction or heavy equipment work within the project area. Has the area been bulldozed? Is it paved or covered with lawn or dense vegetation? Were there structures located on the property in the past? To investigate, you can consult county assessor records, fire insurance maps, owners or previous owners, or long-time citizens.
  - A brief description (including age) of all buildings, structures, or objects that will be involved, altered, or removed during project construction.
  - Information on any cultural resources known to exist in the immediate area surrounding the project area.
  - Summary of previous Section 106 Review(s) of the project, or an earlier project in the same location including dates of correspondence and project findings (if available).

## ATTACHMENTS

- USGS topographic map or a formal city map clearly showing the project location and project boundaries and the project's area of potential effects. Both USGS maps and city maps are available online, please refer to the [MAPS](#) section of this document. All associated project areas, such as borrow or disposal areas, should also be marked. Scale of the map can vary as long as there are sufficient identifying features to relate the APE to a standard USGS quad map. Maps may be printed on 8.5"x11" letter size, 8.5"x14"

legal size, or 11"x17" ledger size paper. Please avoid oversized maps.

- General photographs of the project area. Photographs should include several views that show the surrounding area. For all cell tower and wind farm projects, the photographs are to show several views to and from the proposed tower location(s).
- Specific photographs of building elements that will be modified as part of the project. If the structure(s) to be affected is 45 years old or older, please submit an Idaho Historic Sites Inventory (IHSI) form with accompanying maps and photographs. Photographs should show each elevation of the building, oblique views, architectural details, and overall perspectives of the surrounding area.
- Architectural plans, drawings, and elevations, as necessary, to describe the project.
- Any correspondence with Tribes, city, or county government, historic preservation commissions, historical societies, or other consulting parties.

## SURVEY REPORTS

If a cultural resource survey has already been conducted, one copy of the report (and one copy of each associated site record) must be attached to the cover letter and sent to SHPO. The cover letter may then provide only the Federal agency information and brief project description, as long as the rest of the information and attachments are provided in the cultural resources report.

Accompanying the survey report must be the corresponding PDFs for the report, all site forms saved as individual PDFs, and completed IHSI and/or ASI electronic database, if appropriate. Include the relevant GIS shapefile for survey boundaries and site locations. Please refer to the [GIS SUBMISSION](#) section and [DIGITAL REQUIREMENTS](#) section of this document for more information.

## SHPO REVIEW

After receiving a complete project information packet described above, the 30-day Section 106 review

process can begin. The review process is not based on the date of the cover letter or stamped envelope, but rather, the date the hard copy is physically received and accessioned in the SHPO review database.

## SHPO COMMENT

Based on the nature of the project and on the project's location, the SHPO will usually make one of the following comments:

- ***Additional project information is needed.***

***Considering the nature of the project and the project's location, it is likely that historic properties are located within the project area that could be affected by the project.*** The Federal agency (or applicant) should hire a professional archaeologist, historian, or architectural historian (as appropriate) to survey the project area and evaluate any cultural resources. This work must follow the Secretary of the Interior's Standards for Archaeology and Historic Preservation, and the qualified professional conducting the work must meet the Secretary of Interior's Professional Qualifications Standards. See [HIRING A PRESERVATION CONSULTANT](#)

- ***No historic properties affected.***
  - 1) Either archaeological and/or historical surveys have been conducted, and there are no historic properties located within the project area;
  - 2) Or the project area has been surveyed, and historic properties have been recorded and evaluated for eligibility to the National Register of Historic Places. Although sites exist within or adjacent to the project area, the project will not affect them;
  - 3) Or considering the nature of the project and the project's location, it is unlikely that the project will affect historic properties.
- ***No adverse effect. Historic properties may be affected.***

However, affects to a property will not adversely impact the National Register character defining features that make a property eligible.

- **Adverse effect.** *Historic properties will be adversely affected.*

Once an adverse effect has been determined, the Federal agency and SHPO will enter into consultation regarding mitigation. Mitigation is a set of actions and responsibilities the Federal agency must enact to compensate for adversely impacted cultural resources. The Federal agency is required to contact other consulting parties, as appropriate, and work with the SHPO to develop a legal document called a Memorandum of Agreement (MOA) that stipulates mitigation actions. The Federal agency is also required to invite the Advisory Council on Historic Preservation (ACHP) to participate in the creation and sign the MOA. More often than not, the ACHP does not sign MOAs unless the project is controversial or nationwide.

## TIME FRAMES

By law, the SHPO has thirty (30) calendar days to comment at **each step** of the review process once the project has been received by SHPO. If the SHPO receives sufficient information in the first project review submittal, many reviews will take no more than 30 days. If insufficient information for review is received, the SHPO's response may be a request for additional information, which will result in additional review time. The SHPO may also recommend additional investigations or studies that add to the overall review time. If there is a request for additional information or study, the review period (30 days) will restart once the new information has been received.

## RECORD KEEPING

The SHPO maintains the records and databases of all review information and site and survey reports. However, it is very important that the agency or applicant keep their own records.

# REFERENCES

Advisory Council on Historic Preservation

2013 [NEPA and NHPA: A Handbook for Integrating NEPA and Section 106.](#)

McGrath, C. L., A. J. Woods, J. M. Omernik, S. A. Bryce, M. Edmondson, J. A. Nesser, J. Sheldon, R. C. Crawford, J. A. Comstock, and M. D. Plocher

2001 *Ecoregions of Idaho* (color poster, with map, descriptive text, summary tables, and photographs). Reston, VA: U. S. Geological Survey (map scale 1:1,350,000).

National Park Service

1998 [How to Improve the Quality of Photographs for National Register Nominations.](#)

2000 [Guidelines for Evaluating and Registering Archaeological Properties.](#)

2002 [How to Apply the National Register Criteria for Evaluation.](#)

2013 [National Register Photo Policy Factsheet \(5/15/2013\)](#)

Neumann, Thomas W., and Robert M. Sanford

2001 *Practicing Archaeology: A Training Manual for Cultural Resources Archaeology.* Walnut Creek, CA: Altamira Press.

Parker, Patricia L., and Thomas F. King

1998 [National Register Bulletin: Guidelines for Evaluating and Documenting Traditional Cultural Properties.](#) USDI National Park Service, Washington, D.C.

U.S. National Archives and Records Administration

2004 [Code of Federal Regulations. Title 36, Part 800. Protection of Historic Properties.](#)

# APPENDICES



# IDAHO CONTEXT

## THEMES

The following are major historical themes important in Idaho's history. This list is not intended to be all-inclusive or absolute, but rather to offer a general guideline for categorizing and organizing historic trends and events, as well as to provide a basis for evaluating and comparing similar resources. It is expected that the framework will be subject to continuous development, refinement, and revision over time. Following each theme are examples of Multiple Property Documents related to the theme or Nominations that represent the theme well.

**PREHISTORIC ARCHAEOLOGY** – *The study of prehistoric cultures through excavation and the analysis of physical evidence; the study of indigenous cultures before the advent of written records.*

Idaho is an extremely diverse state, with borders crossing or encompassing ten Level III ecoregions (McGrath et al. 2001). People may have occupied some of these ecoregions for more than 14,000 years. Broadly speaking, the **Paleoindian** period extends from initial settlement in the late Pleistocene to about 8,000 radiocarbon years ago. The following **Archaic** period lasted until about 1500 years ago, and the subsequent **Late Prehistoric** period until about 300 years ago. The last three centuries, when native peoples came into indirect or direct contact with Europeans, define the **Protohistoric** period.

Among current research themes used to integrate data from these spatial and temporal categories are **space/time systematics**, which includes a review of ancestral and traditional tribal territories and summaries of radiocarbon chronologies, followed by an appraisal of the region's archaeological cultures, culture areas, phases, traditions, horizons, patterns, complexes, and interaction spheres. A second research theme focuses on prehistoric **technology**, including lithics, ceramics, textiles, bone and antler tools, cooking and storage features, and various stacked rock cairns and alignments. **Settlement patterns** offer a third theme, looking at how the same people

generate different types of sites on the landscape across the seasons, and how these patterns change over time in response to gradual or abrupt climatic shifts, natural catastrophes, and social processes such as migration, transhumance, colonization, invasion, and abandonment. Settlement patterns are closely related to a fourth research theme addressing **subsistence and land-use patterns**, based on the identification and analysis of such data sets as food remains, dental wear, bone chemistry, and residues extracted from tools. It also includes evidence of landscape modification such as deliberate firing of grasslands or woodlands, other forms of habitat enhancement, and evidence for the use or avoidance of certain landforms at certain times in the past. Prehistoric archaeology is especially good at estimating rates of change over time, and questions of **demography** offer a fifth research approach. These can be framed in terms of shifts in debris density or numbers of contemporaneous sites. More rarely, insights about fertility, mortality, and other population indicators can be gained directly from analyses of human remains. Demography is inseparable from a sixth research theme of **kinship and social organization**. Clues to these regularities might include indicators of power, gender, age, residence, descent, and ownership that structure social agency or daily practices. Insights may emerge from community patterns that employ different combinations of small family dwellings, large matrilineal households, dance grounds or ceremonial structures, and burials and cemeteries. This seventh research theme of **site structure and community patterns** can range from overnight bivouacs to winter villages returned to for generations, centuries, even millennia. Often so little of the original site or settlement survives that structure cannot be realistically addressed. In rare cases, block excavations have been conducted at a scale large enough to at least glimpse site structure. In other places, often dry or rocky areas, site structure can be mapped at the present ground surface with some confidence. Recently, geophysical remote sensing procedures such as LiDAR imagery, magnetometry and ground-penetrating radar promise to enhance our knowledge of site structure and community patterning. Finally, an eighth research theme of **extraregional relationships** may be approached by recognizing diagnostic artifacts found significantly "out of place," by identifying and sourcing exotic raw materials, by evidence for social

violence, by introduced cultigens or regionally exotic plant foods, and by motifs and designs pecked, painted, or scratched into stone. This list offers widely employed examples but by no means exhausts the research potential of Idaho's prehistory.

#### Prehistoric archaeology (Chronological)

Paleo-Indian (13,000 B.C. - 6,000 B.C.)

Archaic (6,000 B.C. - A.D. 500)

Late Prehistoric (A.D. 500 - A.D. 1700)

Protohistoric (A.D. 1700 - A.D. 1805)

- [American Falls Archeological District](#)
- [Camas and Pole Creeks Archeological District](#)
- [Guffey Butte—Black Butte Archeological District](#)
- [Hells Canyon Archeological District](#)
- [Lower Salmon River Archeological District](#)
- [Nez Perce Snake River Archeological District](#)
- [Redfish Archeological District](#)

**AGRICULTURE** – *The process and technology of cultivating soil, producing crops, and raising livestock and plants.*

Still at the core of Idaho's economy, agriculture has been at the center of the state's history from almost the beginning of white settlement. Included in this major category is the development of the Palouse in the north, the irrigated tracts of the Snake River plain, the dry-land farming of southeastern Idaho, and the sheep and cattle industry statewide. Farmsteads, homesteads, storage reservoirs and irrigation networks, crop development, crop storage and processing facilities, and other specific topics offer much potential for historic site recognition.

- [Buhl Dairy Barns Thematic Resources](#)
- [Grange in Idaho Multiple Property Submission, The](#)

**ARCHITECTURE** – *The practical art of designing and constructing buildings and structures to serve human needs.*

The most documented historic theme, in terms of the National Register and the historic sites inventory, is the study of architecture in Idaho. The study of architectural design can be approached in many ways, by particular architects and the buildings they designed, specific architectural styles such as Art Deco,

building materials such as lava rock construction, barn and farmhouse designs, and so forth.

- [Boise Public Schools Thematic Resources](#)
- [Buhl Dairy Barns Thematic Resources](#)
- [Challis Multiple Resource Areas](#)
- [Early Churches of Emmett Thematic Resources](#)
- [Idaho Falls Downtown Multiple Resource Areas](#)
- [Kootenai County Rural Schools Thematic Resources](#)
- [Lava Rock Structures in South Central Idaho Thematic Resources](#)
- [Long Valley Finnish Structures Thematic Resources](#)
- [Potlatch Multiple Resource Areas](#)
- [Tourtellotte and Hummel Architecture Thematic Resources](#)

**COMMERCE** – *The business of trading goods, services, and commodities.*

The physical vestiges of the history of commerce in Idaho are reflected in a very broad range of sites including commercial buildings, banks, retail stores, warehouses, homes of important entrepreneurs, and so on.

- [Idaho Falls Downtown Multiple Resource Areas](#)

**COMMUNITY PLANNING** – *The design or development of the physical structure of communities.*

From the first haphazard mining boomtowns to the agriculture and irrigation-inspired designed plat of New Plymouth, how a community grows and develops is reflective of its own unique history. Location, topography, economic drivers, growth cycles, among other factors all affect how a community grows and evolves. An understanding of how and why a community developed provides the context for understanding what is important to preserve.

- [American Falls, Idaho, Relocated Townsite Multiple Property Submission](#)

**EDUCATION** – *The process of conveying or acquiring knowledge or skills through systematic instruction, training, or study.*

With the creation of the Idaho Territory in 1863, the federal government granted Sections 16 & 36 of each township to the state for the support of public

schools, totaling nearly 3 million acres, and another approximately 650,000 acres for other educational and public institutions.

Small, one-room school houses populated many of these sections in Idaho. These gave way to larger and more-complex school buildings designed to meet the needs of growing communities and reflect changing educational philosophies. Colleges and Universities were established in the different regions of the state to serve the citizens' need for higher education as Idaho grew.

Although many education-related properties have been identified in Idaho, many schools and associated buildings remain to be recorded. Rural Schools in particular are disappearing from the Idaho landscape and warrant recordation.

- [Kootenai County Rural Schools Thematic Resources](#)
- [Public School Buildings in Idaho Multiple Property Submission](#)

**ETHNIC HERITAGE** – *The history of persons having a common ethnic or racial identity and/or definable cultural attributes.*

Included within this broad category are the histories of African-Americans, Hispanics, Basque culture, Finnish settlements in Long Valley, Chinese in Idaho, Swedish settlements, Japanese-American culture, Native Americans (also comprising its own separate category), and other groups that have played a role in Idaho's development.

- [Chinese Sites in the Warren Mining District Multiple Property Submission](#)
- [Long Valley Finnish Structures Thematic Resources](#)
- [New Sweden and Riverview Farmsteads and Institutional Buildings Multiple Property Submission](#)

**EXPLORATION** – *The discovery and investigation of unknown or little-known regions.*

The Lewis and Clark expedition, the discoveries of the fur trade era, and more contemporary events such as Limbert's 1920s explorations of Craters of the Moon offer many opportunities for historic site identification.

**GOVERNMENT/POLITICS** – *The enactment and administration of laws by which a nation, state, or other political jurisdiction is governed; activities related to political process.*

Sites related to the history of government in Idaho are far-reaching, from the state capitol to county courthouses, city halls, homes of prominent politicians, and so forth. They offer a wide and interesting variety of cultural resources that reflect that history.

- [American Falls, Idaho, Relocated Townsite Multiple Property Listing](#)
- [County Courthouses in Idaho Multiple Property Submission](#)
- [US Post Offices in Idaho 1900--1941 Multiple Property Submission](#)

**INDUSTRY, GENERAL** – *The technology and process of managing materials, labor, and equipment to produce goods and services. [Excludes mining and timber, which have their own categories].*

Idaho is not an industrial state in comparison to many others, yet the state claims a wide range of sites reflecting industrial history such as dairy, manufacturing, grain mills, meat processing, paper production, stone quarries, machine shops, and high-technology industries such as the Idaho National Laboratory (INL) facilities, and computer manufacturing.

**MILITARY** – *The system of defending the territory and sovereignty of a people.*

From before the founding of U.S. Army Fort Boise in 1863 to the World War II sites at Mountain Home AFB, Farragut Naval Station, and the World War II and Cold War era with the INL, the military history of Idaho continues to be a major area of interest to the public. Although many sites have been identified, much needs to be done to further document this aspect of Idaho history.

**MINING INDUSTRY** – *The history, technology, and process of locating, extracting, processing, and refining metallic and non-metallic ores and minerals.*

The State of Idaho has its roots in the discovery of gold and the development of mining. Placer sites, hard-rock mining of precious metals, later exploitation of phosphates and molybdenum and other resources

as well as other mining activities, are reflected in numerous properties throughout the state. Although mining continues to decline as a major part of today's economy, the state is rich with hundreds of historic resources as tangible evidence of our mining heritage. Property types include mines, mills, flumes and hydraulic pits, traditionally defined "ghost towns," transportation networks, and others.

- *Elk City Wagon Road Multiple Property Submission*
- *Mining Idaho's History: Metal Mining in Idaho 1860-1960 (available for purchase)*

**NATIVE AMERICANS** – *The history and culture of persons having origins in any of the indigenous peoples of North America, including American Indian and American Eskimo cultural groups.*

The area that is now Idaho was part of the traditional territories of no less than seven tribes: Northern Paiute, Western Shoshone, Northern Shoshone and Bannock, Nez Perce, Coeur d'Alene, Kootenai Tribe of Idaho, and Kalispel. These diverse cultures existed for centuries prior to the incursion of Euro-American explorers and settlers, and their rich history has often been neglected by traditional historians. Sites associated with tribal history and culture may include villages and campsites, traditional resource areas, ceremonial locations, trading centers, missions, Indian agency properties, and reservations.

**PUBLIC LAND MANAGEMENT/CONSERVATION** – *The history of the management and use of public lands and waterways; natural resource conservation and exploitation.*

With approximately two-thirds of Idaho's land area managed by federal agencies, the histories of the Forest Service, Bureau of Land Management, Corps of Engineers, Bureau of Reclamation, and others are reflected in a multitude of historic sites. Fire lookouts, ranger stations, dams for water storage and hydropower generation, public irrigation networks, parks and wilderness areas, and recreational properties are but a few of the potential sites reflected in this theme.

- *North Idaho 1910 Fire Sites Thematic Resources*

**ENTERTAINMENT/RECREATION** – *The development and practice of leisure activities for refreshment, diversion, amusement, or sport.*

As early as the late nineteenth century, Idaho began developing a recreation and tourism industry, which continues to grow in its overall economic impact on the state. Tourist courts, motels, campgrounds, outfitting and guide services, fishing lodges, dude ranches, and vaudeville and movie theaters are among many related historic sites in the state.

- *Motion Picture Theater Buildings in Idaho Multiple Property Submission*

**SETTLEMENT** – *The establishment and earliest development of new settlements or communities.*

From the Coeur d'Alene mission settlement at Cataldo, to the Mormon settlements at Fort Lemhi and Franklin, to speculative "new town" establishments such as New Plymouth and irrigation-based communities like Twin Falls, the early histories of Idaho's settlements are ripe for historic study. In general, cultural resources relating to the earliest settlement periods of a particular community tend to be rare, having been lost or altered by subsequent growth or outright abandonment.

- *Kootenai County Rural Schools Thematic Resources*
- *Long Valley Finnish Structures Thematic Resources*
- *New Sweden and Riverview Farmsteads and Institutional Buildings Multiple Property Submission*
- *Paris Multiple Resource Areas*

**SOCIAL HISTORY** – *The history of society and the lifeways of its social groups.*

This very broad category is comprised of social history and movements, religion and religious group histories, the history of education in the state, arts and literature, and other activities.

- *Early Churches of Emmett Thematic Resources*
- *Paris Multiple Resource Areas*

**TIMBER INDUSTRY** – *The history, technology, and process of harvesting and manufacturing timber products.*

From the earliest settlers who relied on timber simply for building materials and fuel, to the present reliance on national forests for a national and international commodity, the forest industry has played a major role in Idaho history. Forest management sites built by public agencies, private sector mills and other processing facilities, skid roads, logging camps, and others are among the many historic resources remaining to be identified and evaluated.

- *Potlatch Multiple Resource Areas*

**TRANSPORTATION** – *The process and technology of conveying passengers or materials.*

Essential to the history of any state and its people is the growth and development of transportation systems, networks, and facilities. Traditional Native American trails, emigrant trails, highways, grades, tunnels, bridges, pipelines, canals, airfields and terminals, shipping facilities, railroad lines, depots, and others offer a wide range of property types for identification and recognition.

- *Elk City Wagon Road Multiple Property Submission*
- *Metal Truss Highway Bridges of Idaho Multiple Property Submission*
- *Pegram Truss Railroad Bridges of Idaho Multiple Property Submission*
- *US Border Inspection Stations*

## **OTHER**

This category includes all other historic themes not covered above, relatively undocumented or underrepresented categories, or themes that have played a relatively minor role in Idaho's history. Included here are health and medicine, invention, communications, and others.

## **TIME PERIODS**

The following are generalized major time periods in Idaho history, which may be characterized by related historic events, movements, and general context. This organization is not intended to be a definitive or absolute categorization, but rather a general guideline to the major phases in the historic development of Idaho. As with other aspects of the Historic Context Framework, this segment is intended only to offer a broad outline to assist users in identifying and defining historic studies to help establish useful temporal limits and to provide an overall perspective to historic development.

**GENERAL PREHISTORY** (Late Pleistocene – A.D. 1700)

Late Pleistocene peoples may have arrived in Idaho by following a coastal route out of Asia along the Beringian shoreline, by migrating south through an ice-free corridor out of present Canada, from still other directions, or from some yet-to-be-determined combination of these alternatives. Their descendants filled every valley in Idaho over a period of at least 140 centuries. This period is marked by changes in adaptive strategies resulting from environmental fluctuations and availability of resources. These changes are identified through the study of cultural and ecological remains from archaeological deposits throughout Idaho. The end of this period is marked by the introduction of the horse and components of Plains culture and the repercussions of early Euro-American and Asian contact with surrounding areas.

**PROTOHISTORIC** (A.D. 1700 - 1805)

The introduction of the horse and other foreign cultural elements altered the traditional approaches to a hunter and gatherer lifestyle practiced by the early occupants of Idaho. A new focus on the exploitation of bison is an important component of this early contact period. Few sites associated with the protohistoric are identified in the currently known archaeological record. The close of this period occurs in 1805 with the first direct contact with Euro-American explorers.

**NATIVE AMERICAN HISTORY DURING CONTACT** (1805-1870)

A part of Idaho's past that has been largely neglected is the history of Native American peoples during the time of initial and continuing Euro-American contact. Euro-American entrance into Idaho resulted in a clash of cultures that forever changed the traditional lifestyles of Idaho's native peoples. Large segments of the Native American population were decimated by European diseases introduced by early explorers, trappers, and emigrants. Euro-American presence within tribal homelands dramatically increased with the fur trade, the establishment of missions, and Oregon Trail emigration. These activities also stimulated an intense exchange of cultural goods and information between Euro-Americans and native groups. Widespread Indian removal to established reservations toward the end of this period began a new era in tribal history.

### **EXPLORATION AND NON-NATIVE AMERICAN OCCUPATION (1805 - 1860)**

This period is identified as the beginning of white exploration and exploitation of the region later to be known as Idaho. It begins with the Lewis and Clark Expedition, followed with the exploration and discoveries of the fur trade era, emigrant roads, routes and trails, the founding of early Indian missions, earliest Idaho settlements, and so on. The period terminates with the discovery of gold in 1860 and the beginning of the Civil War.

### **SETTLEMENT AND TERRITORIAL DEVELOPMENT (1855 - 1890)**

Overlapping the previous time period, this era begins with initial Mormon settlements in eastern Idaho, the discovery of gold in 1860 and its rush, the establishment of Idaho as a Territory, boundary revisions, development of the mining industry and new ore discoveries, growth of agriculture, Native American conflict, treaties, and the establishment of reservations. This period ends with Idaho's admission to statehood in 1890.

### **EARLY STATEHOOD (1890 - 1904)**

This period begins with admission to statehood and follows with the growth of mining and timber industries, homesteading and agricultural development, population growth, early irrigation developments, the beginning of large-scale irrigation

networks, and growth and development in the Snake River Plain. The period ends with the Carey Act of 1904 and its implications for state development.

### **BEGINNING THE NEW CENTURY (1904 - 1920)**

This time frame begins with the impact of the Carey Act, Reclamation Act, and other irrigation/reclamation efforts and large-scale irrigation, and continues with the ensuing boom in agriculture and population growth, establishment of the national forest system and growth of the timber industry, progressive reform movement, and large-scale transportation and engineering achievements. The period ends with the close of World War I and the initial war recovery period.

### **INTERWAR YEARS AND THE GREAT DEPRESSION (1920 - 1940)**

This period is characterized by the farm depression and onslaught of the Great Depression, the impact of New Deal programs on the state and its economy, the beginning of the age of the automobile, recreational development, and the looming specter of World War II.

### **WORLD WAR II AND THE PRE-MODERN ERA (1940 - 1960)**

World War II and its impact on Idaho begins this period and is followed by post-war recovery and development efforts, major flood control and hydropower projects, establishment of the National Reactor Testing Station (now INL), and the beginnings of the Cold War era.

### **MODERN PERIOD (1960 - present)**

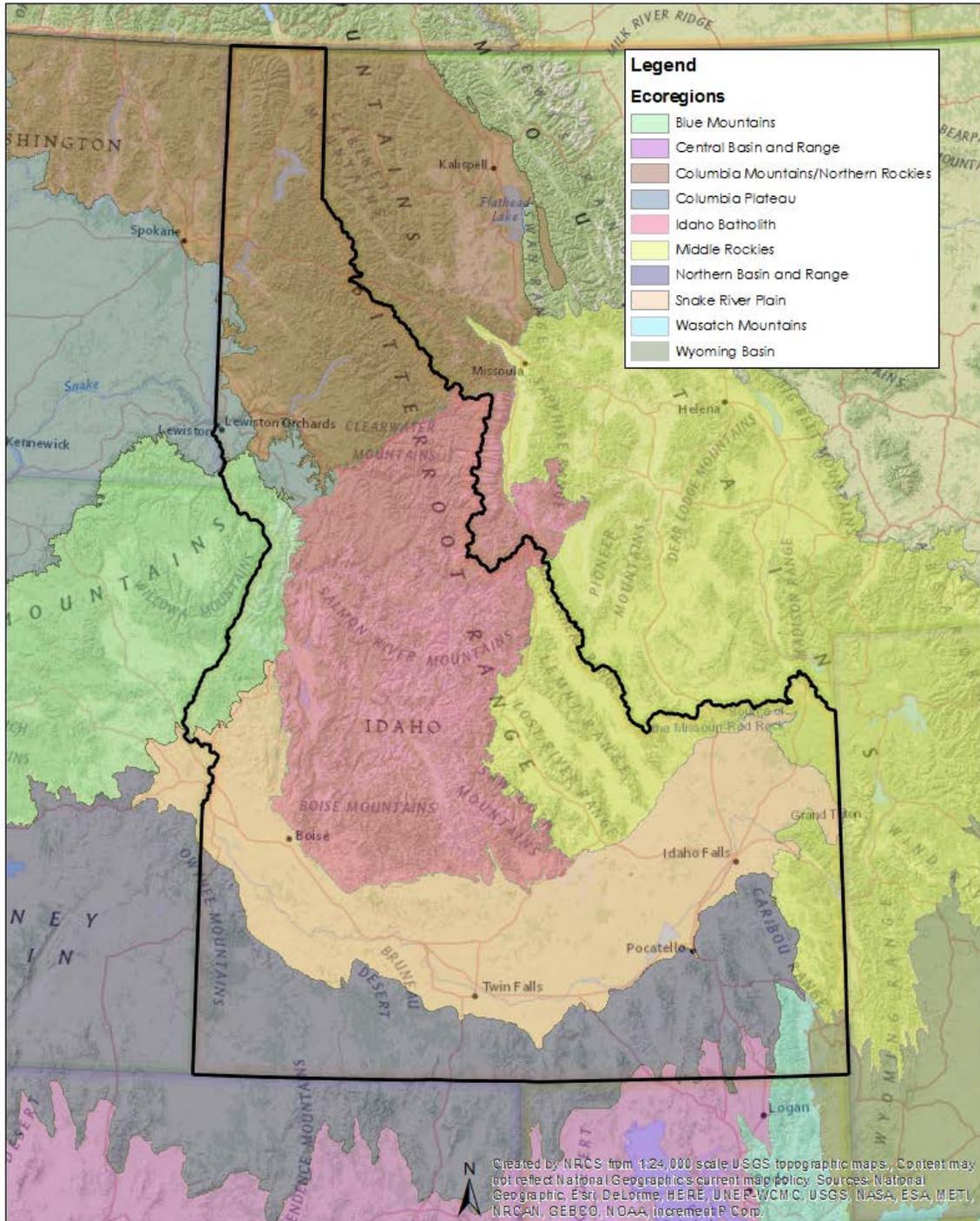
This period is characterized by increased urbanization and the trend away from rural economies, population increases and the growth of major cities, economic diversification, decline of the mining industry, growth and changes in the agriculture industry, development of new technologies and industries, and other activities.

# GEOGRAPHIC REGIONS

This breakdown is intended to provide only a generalized grouping of information based on geographic context. Appropriate geographic boundaries or limits to historical studies will depend on the scope of the context, theme, etc. being studied:

- Coeur d'Alene -- Kootenai
- Clearwater -- Palouse -- Lower Salmon
- Central Ranges
- Southwest
- Southcentral
- Southeast

## Ecological Regions of Idaho



## IDAHO THEMATIC STUDIES

*Agricultural Properties of Latah County, Idaho*

*American Falls, Idaho, Relocated Townsite Multiple Property Submission*

*Boise Public Schools Thematic Resources*

*Buhl Dairy Barns Thematic Resources*

*Challis Multiple Resource Areas*

*Chinese Sites in the Warren Mining District Multiple Property Submission*

*County Courthouses in Idaho Multiple Property Submission*

*Early Churches of Emmett Thematic Resources*

*Elk City Wagon Road Multiple Property Submission*

*Grange in Idaho Multiple Property Submission, The*

*Idaho Falls Downtown Multiple Resource Areas*

*Kootenai County Rural Schools Thematic Resources*

*Lava Rock Structures in South Central Idaho Thematic Resources*

*Long Valley Finnish Structures Thematic Resources*

*Metal Truss Highway Bridges of Idaho Multiple Property Submission*

*Motion Picture Theater Buildings in Idaho Multiple Property Submission*

*New Sweden and Riverview Farmsteads and Institutional Buildings Multiple Property Submission*

*North Idaho 1910 Fire Sites Thematic Resources*

*Paris Multiple Resource Areas*

*Pegram Truss Railroad Bridges of Idaho Multiple Property Submission*

*Potlatch Multiple Resource Areas*

*Public School Buildings in Idaho Multiple Property Submission*

*Rural Properties of Ada County, Idaho Multiple Property Submission*

*Tourtellotte and Hummel Architecture Thematic Resources*

*US Border Inspection Stations*

*US Post Offices in Idaho 1900--1941 Multiple Property Submission*

# GIS DATA STANDARDS

The Idaho SHPO maintains a geodatabase that consists of points, lines and polygons representing information from both the Archaeological Survey of Idaho and the Idaho Historic Sites Inventory. These resources are broken into seven (7) feature classes.

- **Inventory Boundary** polygon feature class includes locations of cultural resource investigations throughout the State of Idaho. These inventories vary from intensive pedestrian survey to articles published about a particular site in Idaho.
- **Archaeological Site (ASI)** point feature class contains the locations of all Archaeological Survey of Idaho site datums. The center of the site is utilized for sites without an established datum. Sites that are primarily classified as linear sites and exceed ½ mile will not be represented in the point feature class.
- **Historic Site (IHSI)** point feature class contains the locations of all Idaho Historic Sites Inventory structure center-point. Sites that are primarily classified as linear sites and exceed ½ mile will not be represented in the point feature class. The attributes are all derived from fields in the IHSI automated database.
- **Linear Site** polyline feature class contains the location of both ASI and IHSI linear sites that exceed ½ mile.
- **Site Boundary** polygon feature class includes site area boundaries for both ASI and IHSI sites. This feature was created for sites exceeding 1000m<sup>2</sup>, although all site boundaries that have been provided will be incorporated into the feature class.
- **Isolate** point feature class includes the location of isolated artifacts, features, or discreet site locations that have been classified as isolated based on the Federal agencies definition.
- **National Register District** polygon feature class includes the boundaries of National Register properties that have been classified as districts. This layer also contains the boundaries of districts that have had a formal determination of eligibility, but are not presently listed in the NRHP.

The geodatabase attributes below are for informational purposes and are not a requirement, although shapefiles received with these attributes will facilitate streamlining and consistency.

 INVENTORY BOUNDARY POLYGON ATTRIBUTES				
DATA ELEMENT NAME	NAMING CONVENTION	FIELD TYPE	CHARACTER LIMIT	VALUES
Project Number/Agency Report Number	PROJNO	Text	30	e.g.: FRFO-14-1234
Report Title	TITLE	Text	254	e.g.: A Cultural Resource Inventory for the Rocky Hills Project, Some County, ID
Date of Report	YEAR	Text	4	Year of survey
Report Author	AUTHOR	Text	254	e.g.: Smith, Bob
Survey Class	SURV_CLASS	Text	30	Please refer to the <b>DOMAINS</b>
Mapping Method	MAP_METH	Text	30	Please refer to the <b>DOMAINS</b>
SHPO Report Number	SHPO_PRTNO	Text	10	Unique number issued by SHPO



### SITE (ASI\*) POINT ATTRIBUTES

DATA ELEMENT NAME	NAMING CONVENTION	FIELD TYPE	CHARACTER LIMIT	VALUES
Site Smithsonian Number	SITE_NUMBE	Text	50	Smithsonian number or temp number if Smithsonian is not available. e.g.: 10AA100
UTM Zone	UTMZONE	Number (Short) or Double	2	Enter either Zone 11 or 12
UTM Easting	EASTING	Number (Short) or Double	6	000000
UTM Northing	NORTHING	Number (Short) or Double	7	0000000
Temporal Class	SITE_CLASS	Text	30	Please refer to the <b><u>DOMAINS</u></b>
Site Description	ATTRIBUTES	Text	255	e.g.: LITHIC SCATTER; 50+ flakes, Elko corner-notched point, 3 bifaces
Site Name	SITE_NAME	Text	70	Formal name or common name for the site.

\* The attributes for the IHSI are all derived from fields in the IHSI automated database.



### SITE POLYGON ATTRIBUTES

DATA ELEMENT NAME	NAMING CONVENTION	FIELD TYPE	CHARACTER LIMIT	VALUES
Site Smithsonian Number	SITE_NUMBE	Text	50	e.g.: 10AA100
Other Numbers	OTHERNOS	Text	50	Associated IHSI #s, additional Smithsonian numbers, Temp Site numbers
Attributes	ATTRIBUTES	Text	255	e.g.: LITHIC SCATTER; 50+ flakes, Elko corner-notched point, 3 bifaces
Mapping Method	MAP_METH	Text	30	Please refer to the <b><u>DOMAINS</u></b>



### SITE LINE ATTRIBUTES

DATA ELEMENT NAME	NAMING CONVENTION	FIELD TYPE	CHARACTER LIMIT	VALUES
Site Smithsonian Number	SITE_NUMBE	Text	50	Smithsonian number or temp number if Smithsonian is not available. e.g.: 10AA100
Idaho Historic Site Inventory Number	IHSI	Text	20	IHSI #
Site Name	SITE_NAME	Text	100	Formal name or common name for the site.
Site Category	CATEGORY	Text	50	Agricultural Waterways Livestock Driveway Mining New Roads Old Roads Other Railroads Timber Trails
Comments	COMMENTS	Text	300	Additional pertinent information.



### ISOLATE POINT ATTRIBUTES

DATA ELEMENT NAME	NAMING CONVENTION	FIELD TYPE	CHARACTER LIMIT	VALUES
Project Number/Agency Report Number	PROJNO	Text	30	e.g.: FRFO-14-1234
Unique Field Number	FIELD_NO	Text	50	e.g.: Site 1A
Isolate Description	DESCRIPTIO	Text	254	e.g.: Gatecliff Split Stem point, black ignimbrite
UTM Zone	UTMZONE	Number (Short) or Double	2	Enter either Zone 11 or 12
UTM Easting	EASTING	Number (Short) or Double	6	000000
UTM Northing	NORTHING	Number (Short) or Double	7	0000000
SHPO Report Number	SHPO_RPTNO	Text	10	Unique number issued by SHPO

# DOMAINS

DATA ELEMENT NAME		MAPPING METHOD CLASS
NAMING CONVENTION		MAP_METH
<b>MAPPING METHOD CLASS NAME</b>		
VALUE	DESCRIPTION	DETAILED DESCRIPTION
Paper	Digitize from paper	Manual digitization by free-hand drawing a shape from a non-georeferenced map
GPS	Generate from GPS	A GPS unit, of any grade, was used.
Heads-up	Heads-up digitizing	Manual digitization by tracing a mouse over features displayed on a computer monitor, georeferenced maps imported into GIS and then traced.
Buffered	Buffered centerline or point	Boundary inferred from verbal description of transect or radius, buffered centerline or point
Imported	Imported data from GIS or CAD	Imported GIS or CAD data

DATA ELEMENT NAME		TEMPORAL AND CULTURAL CLASS
NAMING CONVENTION		SITE_CLASS
<b>TEMPORAL AND CULTURAL CLASS NAME</b>		
VALUE	DESCRIPTION	DETAILED DESCRIPTION
PreHist	Prehistoric	Precontact Native American Dictionary.com: of or pertaining to the time or a period prior to recorded history
ProtoHist	Protohistoric	The presence of Euro-American goods within an otherwise prehistoric context.
Historic	Historic	Euro-American sites
Multi	Multicomponent	Has more than one temporal assignment
HistNative	Historic Native American	Sites, buildings and structures created by Native Americans during the historic period.
Unknown	Unknown age	The age of the resource cannot be determined, either because it has not been examined with regard to age or because an examination failed to find any indicators of age.

DATA ELEMENT NAME		SURVEY OR INVESTIGATION CLASS
NAMING CONVENTION		SURVEY_CLASS
<b>SURVEY OR INVESTIGATION CLASS</b>		
VALUE	DESCRIPTION	DETAILED DESCRIPTION
Class I	Class I Inventory	Class I archaeological surveying describes the activity of a documentary search of literature to determine if resources have been inventoried at the site. It involves no site survey or ground disturbance.
Class II	Class II Inventory	An inventory that does not or did not meet state Class III inventory standards. May include probabilistic field survey: a statistically based sample survey designed to help characterize the probable density, diversity and distribution of archeological properties in a large area by interpreting the results of surveying limited and discontinuous portions of the target area.
Class III	Class III Inventory	Intensive field survey: a continuous, intensive survey of an entire target area, aimed at locating and recording all archaeological properties that have surface indications, by walking close-interval parallel transects until the area has been thoroughly examined. Class III methods vary geographically; conforming to the prevailing standards for the region involved with transect spacing of 30 meters or less.
Reconn	Reconnaissance	Reconnaissance surveys represent a type of field survey that is often used to gather initial information regarding the presence or absence of historic properties within a project area. Sometimes referred to as “windshield survey” or “walk-over”
Architecture	Architectural Inventory	Alternate reference to Reconnaissance survey, generally surveys conducted by CLGs
Excavation	Excavation	Subsurface investigation at a known resource location.
Analysis	Collections/Non-Field Study	Analysis of materials, artifacts, samples that are taken from a resource in a previous investigation.
Monitoring	Monitoring	A condition assessment of existing resource(s) or high probability area(s) to include site updates, ground disturbance, etc.
Ethnography	Ethnographic Study	Ethnography or ethnographic is the systematic study of people and cultures.
Site Specific	Site Specific Study	Advanced study of a resource over and above general recordation to address specific research questions and domains.
Other	Other	An investigation that does not fit within previous categories.

DATA ELEMENT NAME	HISTORIC SITES COUNTY CODE / SMITHSONIAN TRINOMIAL COUNTY
NAMING CONVENTION	IHSI_CO or IHSICounty (IHSI County) or CO or ASI_CO (ASI County)

**HISTORIC SITES COUNTY CODE / SMITHSONIAN TRINOMIAL COUNTY**

NRHP COUNTY DESIGNATION (IHSI County Code)	COUNTY NAME	SMITHSONIAN COUNTY DESIGNATION (ASI County Code)	NRHP COUNTY DESIGNATION (IHSI County Code)	COUNTY NAME	SMITHSONIAN COUNTY DESIGNATION (ASI County Code)
01	ADA	AA	45	GEM	GM
03	ADAMS	AM	47	GOODING	GG
05	BANNOCK	BK	49	IDAHO	IH
07	BEAR LAKE	BL	51	JEFFERSON	JF
09	BENEWAH	BW	53	JEROME	JE
11	BINGHAM	BM	55	KOOTENAI	KA
13	BLAINE	BN	57	LATAH	LT
15	BOISE	BO	59	LEMHI	LH
17	BONNER	BR	61	LEWIS	LE
19	BONNEVILLE	BV	63	LINCOLN	LN
21	BOUNDARY	BY	65	MADISON	MO
23	BUTTE	BT	67	MINIDOKA	MA
25	CAMAS	CM	69	NEZ PERCE	NP
27	CANYON	CN	71	ONEIDA	OA
29	CARIBOU	CU	73	OWYHEE	OE
31	CASSIA	CA	75	PAYETTE	PE
33	CLARK	CL	77	POWER	PR
35	CLEARWATER	CW	79	SHOSHONE	SE
37	CUSTER	CR	81	TETON	TN
39	ELMORE	EL	83	TWIN FALLS	TF
41	FRANKLIN	FR	85	VALLEY	VY
43	FREMONT	FM	87	WASHINGTON	WN

## ADDITIONAL GIS INFORMATION

All GIS data must be submitted in an ESRI-compatible format (shapefile, file geodatabase, personal geodatabase). Clearly label shapefiles to distinguish between inventory, sites, and isolated finds. Include a reference to the corresponding report with either title or report number in the shapefile name.

The SHPO does not process or maintain geographic locations of artifact or feature point plots.

The Idaho SHPO operates using the following GIS map projections:

Datum: NAD 1983 (North American Datum 1983).

Geographic Coordinate System: GCS\_North\_American\_1983

Projection: NAD\_1983\_Idaho\_TM (Transverse\_Mercator)



---

# CHECKLIST FOR SECTION 106 SUBMISSION

## INFORMATION FOR THE IDAHO SHPO

Below is a sample checklist for information required by the Idaho SHPO to respond to a request for review under the Section 106 process. Users of a checklist like this should first be familiar with the more detailed description of each item provided in *Consulting with the Idaho State Historic Preservation Office*.

### COVER LETTER

	Name and contact information of Federal agency or agencies involved.
	Project description including information about work that will affect historic buildings, structures, sites, objects, and landscapes including anticipated ground disturbance.
	Legal description (township, range, and section) or street address where project will take place.
	Brief description of the ground surface conditions.
	Brief description of any buildings or structures that will be affected.
	Information on cultural resources known to exist in the surrounding area.
	Summary of any previous 106 Reviews of the project or of any other projects at the same location.

### ATTACHMENTS

	USGS 7.5' topographic maps and/or formal city map. Aerial photos may be submitted as supplementary maps to the USGS.
	General photographs of the project area (minimum 2).
	Specific photographs of the building elements that will be affected by the project.
	Architectural plans, drawings, or elevations, as necessary.
	Idaho Historic Sites Inventory (IHSI) form for any buildings or structures that will be affected.
	Archaeological Site Inventory (ASI) form for any archaeological sites that will be affected.

### SURVEY REPORT

	Archaeological or historical survey report, if a survey has already been completed. One copy of the survey report and associated site records must be submitted.
	Digital Copy (CD or DVD) of Survey Report and site records including maps and photographs.
	GIS shapefile of surveyed area and cultural site boundaries.



# IDAHO CERTIFIED LOCAL GOVERNMENTS

CLG	CONTACT INFORMATION
ADA CO.	Ada County Development Services (208) 287-7913
ADAMS CO.	Adams County Clerk PO Box 48 Council, Idaho 83612 (208) 253-4561
AMERICAN FALLS	American Falls City Clerk 550 N Oregon Trail American Falls, ID 83211 (208) 226-2569
BOISE	City of Boise Planning Department PO Box 500 Boise, ID 83701 (208) 433-5696
CALDWELL	City of Caldwell Planning & Zoning 621 Cleveland Blvd. Caldwell, ID 83605 (208) 455-4667
CAMBRIDGE	City of Cambridge City Clerk P.O. Box 220 80 S. Superior St. Cambridge, ID 83610 (208) 257-3318
CANYON CO.	Canyon County Historic Preservation Officer (208) 440-4600
EAGLE	Eagle Historical Museum 67 E. State St. Eagle, ID 83616 (208) 939-2669
ELMORE CO.	Elmore County Historical Society 180 S. 3rd. E. Mountain Home, ID 83647 (208) 587-6847

CLG	CONTACT INFORMATION
GEM CO.	Gem County County Clerk 109 S. McKinley Ave. Emmett, ID 83617-3096 (208) 365-4561
HAILEY	City of Hailey City Clerk 115 Main St. South, Suite H Hailey, ID 83333 (208) 788-4221
HAYDEN	City of Hayden Community Services 8930 N. Government Way Hayden ID 83835 (208) 209-2020
IDAHO CITY	Idaho City City Clerk PO Box 130 Idaho City, ID 83631 (208) 392-4584
IDAHO CO.	Idaho County County Clerk 320 W. Main St., Rm. 5 Grangeville, ID 83530 (208) 983-2751
IDAHO FALLS	Idaho Falls Planning Department City of Idaho Falls (208) 612-8187
KETCHUM	City of Ketchum Planning Department 480 East Ave. North PO Box 2315 Ketchum, ID 83340 (208) 726-7801
KOOTENAI CO.	Kootenai County PO Box 9000 Coeur D'Alene, ID 83816-9000 (208) 446-1600

CLG	CONTACT INFORMATION
LATAH CO.	Latah County Latah County Historical Society (208) 882-1004
LEWISTON	City of Lewiston Community Development PO Box 617 Lewiston, ID 83501 (208) 746-1318
MCCALL	City of McCall 216 E. Park St. McCall, ID 83638 (208) 634-3504
MERIDIAN	City of Meridian City Clerk 33 East Idaho St. Meridian, ID 83642 (208) 888-4433
MOSCOW	City of Moscow Planning Department PO Box 9203 Moscow, ID 83843-1703 (208) 883-7095
NAMPA	City of Nampa Economic Development 9-12th Ave. South Nampa, ID 83651 (208) 468-5430
OWYHEE CO.	Owyhee County County Clerk PO Box 128 Murphy, ID 83650 (208) 495-2421
POCATELLO	City of Pocatello Planning Department PO Box 4169 Pocatello, ID 83205 (208) 234-6500
POWER CO.	Power County County Clerk 543 Bannock Ave. American Falls, ID 83211 (208) 226-7611

CLG	CONTACT INFORMATION
PRIEST RIVER	City of Priest River City Clerk PO Box 415 Priest River, ID 83856 (208) 448-2123
RUPERT	City of Rupert Economic Development PO Box 426 Rupert, ID 83350 (208) 436-9600
SANDPOINT	City of Sandpoint Planning Department 1123 Lake St Sandpoint ID 83864 (208) 263-3370
TWIN FALLS CITY	City of Twin Falls Planning Department 342 Hansen St E PO Box 1907 Twin Falls, ID 83303-1907 (208) 735-7267
TWIN FALLS CO	Twin Falls County County Clerk 630 Addison Ave W, 2nd floor P.O. Box 126 Twin Falls, ID 83301 (208) 736-4004
WALLACE	Wallace City Hall 703 Cedar St Wallace, ID 83873 (208) 752-7741
WASHINGTON CO	Washington County County Clerk PO Box 670 Weiser, ID 83672 (208) 414-2092
WEISER	City of Weiser 55 West Idaho Street Weiser, ID 83672 (208) 414-1965

# THE SECTION 106 PROCESS

