A guide to the completion of the:

SECTION 106 SURVEY MEMO

Missouri Department of Natural Resources
Historic Preservation Program
P.O. Box 176
Jefferson City, MO 65102-0176
(573) 751-7858

1) Historic Preservation Program (HPP) 106 Project Number:

Enter the HPP 106 project number that the project was assigned when it was logged in at the HPP's office. This number will be on any correspondence that deals with a particular project. Inclusion of this number will expedite review of the project.

Location Information and Survey Conditions

2) County (s):

Enter the name of the county in which the project is located. If the project area covers more than one county, then list each county.

3) Quadrangle:

Enter the name and scale of the U.S. Geological Survey (USGS) quadrangle map within which the project is located. If the project area is located on more than one quadrangle map, then list each quadrangle.

4) Project Type / Title:

Enter the title that the project is referred to on the "RE" line of the correspondence from the HPP office that informed the owner/agent/agency they needed to have a survey conducted.

5) Funding / Permitting Federal Agency:

Enter the name or acronym of the federal agency (and program, if applicable) that is funding, permitting or regulating the project. **This information is required in order to review the project.**

6) Section:

Enter the section number or numbers from the USGS quad in which the project is located. If the project is located in a land grant, include the land grant number. All data should be clearly indicated, where relevant, on the accompanying map(s). If the project area is located in more than one section, list each section.

7) Township:

Enter the number of the appropriate township within which the project is located. If the project area is located in more than one township, then list each township. All data should be clearly indicated, where relevant, on the accompanying map(s).

8) Range:

Enter the number of the appropriate range within which the project is located. If the project area is located in more than one range, then list each range. All data should be clearly indicated, where relevant, on the accompanying map(s).

9) Universal Transverse Mercator (UTM):

Enter the UTM coordinates for the project boundaries. Do not enter or include UTM coordinates for the center of the project area only. For detail of the methods for delineating project boundaries refer to Figure 1 (taken from National Register Bulletin 28: Using the UTM Grid System to Record Historic Sites). All data should be clearly indicated, where relevant, on the accompanying map(s).

10) Project Description:

Enter description of the project. For example: *Proposed construction of water main parallel to existing road for approximately 9125 linear meters. Project corridor is ten meters wide and located on the south side of the road; or proposed construction of a cellular communications facility. Facility consists of roof mount with operations equipment located in an interior room.* At the end of the description cite Figure 1(see Attachment Check List), the copy of the relevant portion of the USGS quadrangle map showing the project area and any recorded sites / NRHP properties or districts, National Historic Landmarks, etc.

11) Topography:

Enter a brief description of the topography of the project area as it appears on the USGS quadrangle map. For example: *Rolling uplands overlooking Sugar Creek or recently disturbed area between bluff edge and Interstate 55.* At the end of the description, cite Figure 1 (see Attachment Check List), the copy of the relevant portion of the USGS quadrangle map showing the project area.

12) Soils:

Enter the soil types as described by the United States Department of Agriculture, Natural Resources Conservation Service (NRCS) for the project area. If the soils have not been mapped prior to the initiation of project-related activities, put in statement to that effect.

13) Drainage:

Enter the drainage basin within which the project area is located. To determine the basin, consult the Department of Natural Resources Drainage Basin Map.

14) Land Use / Ground Cover (Including % Visibility):

Briefly describe the current land use, by acre of the project area, including the percentage of surface visibility. For example: *3.4 acres of bean and corn stubble providing 50 percent visibility and 0.8 acres of grass and trees providing zero surface visibility*. These areas should be clearly labeled on Figure 2, the sketch map.

15) Survey Limitations:

Enter a description and justification for any areas that could not be surveyed. For example: *0.2 acres of pasture could not be surveyed because landowner could not be contacted to turn off electric fence and remove livestock*. These areas should be clearly labeled on Figure 2, the sketch map (see Attachment Check List).

Historical Background Information

16) HPP – Cultural Resource Inventory

Check box to indicate that the required background research was conducted at the HPP – Missouri Cultural Resource Inventory in Jefferson City, MO. At the completion of the research, an HPP – Missouri Cultural Resource Inventory Request for Information form will be issued to the researcher indicating compliance. A copy of this form must be included with the report in the project correspondence section (See Item 39d).

17) Archaeological Survey of Missouri:

Check box to indicate that the required background research was conducted at the Archaeological Survey of Missouri (ASM) located in Columbia, MO. A copy of the ASM Request for Information form must be included with the report in the project correspondence section (See Item 39d).

18) GIS Database:

Check box to indicate that the required background research was conducted on the Geographic Information System (GIS) databases for relevant counties. The GIS databases are maintained at the HPP – Cultural Resource Inventory in Jefferson City, MO. If the relevant counties are not available at the time the project research is being conducted, check N/A. Proof of compliance with the GIS database check will be indicated on the HPP – Missouri Cultural Resource Inventory Request for Information form issued at the completion of research.

19) Historic Plats/Atlases/ Sources:

Enter a shortened bibliographical reference for each source consulted during the background research for a project. Figures should be made of all historic maps. For example: *Warner and Beers (1874) (Figure 3); Northwest Publishing Company (1895) (Figure 4); George A. Ogle (1914) (Figure 5).* Each figure will have the project area clearly indicated.

20) Previously Reported Sites:

Enter all previously reported sites within the project area and a one-mile radius of the project limits. All previously located sites must be located on Figure 1 (see Attachment Check List). If there are no previously located sites within the project area or within a one-mile radius, this must be clearly stated. For example: *None within project area. No nearby sites.*

21) Previous Surveys:

Enter a shortened bibliographical reference for each previous survey within the project area and a one-mile radius of the project limits. For example: *John Doe (1991a); JohnDoe (1991b).* All previous survey locations must be located on Figure 1 (see Attachment Check List). If there are no previously surveys within the project area or within a one-mile radius, this must be clearly stated. For example: *None within project area. No nearby sites.*

22) Regional Sources Utilized:

Enter the name of any regional sources interviewed (e.g., local collectors, local preservation staff / commissions, Missouri Archaeological Society chapter members) or facilities utilized (e.g., historical society archives, local library, county courthouse) for this project.

23) Master Plan Recommendation:

Enter a summary of the Master Plan for Archaeological Resource Protection in Missouri recommendation for the area in which the project is located if it is available.

24) Investigation Techniques:

Enter a list of investigation methodologies utilized for the project area. The listed methodologies should correspond with the methodologies indicated on the sketch map. For example: *Pedestrian survey at 5 meter intervals in plowed fields and shovel testing at 15 meter intervals in grass.*

25) Time Expended:

Enter the total number of person hours expended to conduct the required survey. For example: If a field crew consisting of three members expends 12 hours conducting the field reconnaissance, the time expended equals *36 person hours*.

26) Historic Properties Located:

Enter the total number of historic properties located by the survey. This includes <u>all</u> historic properties over 50 years old. Archaeological sites should be further identified by their official ASM site number. Other historic properties should be listed by type and number. Discussion of eligibility is addressed in Section 31 below. For example: *23 historic properties were located by the survey. These include: archaeological site 23CY_-_ _,1 bridge, and 21 buildings.*

27) Cultural Materials:

Enter a brief description of artifacts recorded for individual sites. For example: *23CY_ _ _ - 1 nail (very corroded); 2 brick fragments; 1 metal button; 4 window glass; 1 piece coal; 2 coal clinkers. 23CY_ _ _ - 3 flakes; 1 biface fragment; 1 Dalton point; 3 cordmarked sherds (temper unknown).*

28) Curated At:

Name of the institution where the artifacts collected during the project are being curated.

29) Collection Techniques:

Enter a description of the methodology used to determine which artifacts were collected and which were left in the field and why. For example: *Total collection of all materials greater than 50 years.* Or, *all materials over the age of 50 years were recorded in the field but not collected.* If materials were not collected include justification for the use of this methodology.

30) Area Surveyed (Acres & Square Meters):

Enter the total area the project covers. This amount should be listed in both acres and square meters. For example: *4.2 acres; 16,992* m^2.

<u>Results of Investigations and Recommendations</u>

31) Results of Investigations and Recommendations:

Enter the appropriate number of cases in the box for each description:

31 a) No Historic Properties Located.

For projects that fail to locate historic properties; place a check mark in the box for 31a.

31 b) No National Register Eligible Historic Properties Located.

Historic properties were located; however they do <u>not</u> meet the <u>eligibility standards</u> for listing in the National Register of Historic Places.

31 c) National Register Eligible Historic Properties Located.

Historic properties were located which meet the <u>eligibility standards</u> for listing in the National Register of Historic Places.

31 d) Historic Properties May Meet Requirements For National Register Listing; Phase II Testing Is Recommended

If the recommendation is that the historic property needs to under go Phase II testing to make the determination, enter the number of cases in the box at 31d. In section 31e, enter a breakdown of all sites, buildings, structures or objects with pertinent data (i.e. site number).

31 e) Comments: Enter a discussion of the project. If enough space is not provided in section 31e, attach extra sheets as necessary. Record a breakdown of all sites / buildings, structures or objects with pertinent data (i.e. site number) and the indication that they are not eligible (31b) or eligible (31c).

For example: *This survey located 12 archaeological sites, 23XX001 through 23XX012. Sites 23XX001, 23XX002, and 23XX003 are small, low density prehistoric scatters that do not appear to meet requirements for National Register Eligibility (see site form for details). Sites 23XX004 – 23XX011 are small historic period scatters that do not appear to meet requirements for National Register eligibility. One site, 23XX012 appears to be eligible. Mid-range dates for the ceramics collected suggest a mid1800s' occupation, but the site terminus post quem and terminus ante quem are 1874 and 1895 respectively, as based on an indicated structure in historic atlases. It therefore appears that the ceramics may have been curated. The site may meet requirements for National Register Eligibility, and avoidance or Phase II testing is recommended for this resource.*

In addition the survey located four buildings over 50 years old. Buildings A,B, and C (see photograph log) have had several recent additions and had vinyl siding added and do not appear to be eligible for listing in the National Register of Historic Places. Building D (see photograph log), is a Greek Revival I - house that appears to be eligible under Criterion C for Architecture. As planned, the proposed project will have no adverse effect to this historic property because it will have no direct impact to the physical structure of the building.

Cultural Resource Management Contractor Information

32) Consultant:
Enter the name of the company or individual hired to complete the survey.

33) Address / Phone:
Enter the mailing address and phone number of the company or individual hired to complete the survey.

34) Surveyor(s):
Enter the names of all individuals involved in the current project and their roles. Include field and lab staff, and principle investigator.

35) Survey Date(s):
Enter the date or range of dates when the field survey was conducted.

36) Report Compiled By:
Enter the name of the person or persons who compiled the report.

37) Date:

Enter the date when the report was completed.

38) Submitted By (Signature and Title):

Enter the signature and title of the principle investigator for the project. This line may need to contain more than one signature and title if there is more than one principle investigator. For example: a project area contains archaeology and eligible buildings, therefore a qualified archaeologist and architectural historian will both need to be signatories.

Attachment Check List

39) Attachment Check List:

1) Relevant Portion of USGS 7.5' Topographic Quadrangle Map(s) Showing Project Location and Any Recorded Sites;

2) Project Map(s) Depicting Survey Limits and, when applicable, Approximate Site Limits, and Concentrations of Cultural Materials;

3) Site Form(s): One Copy of Each Form;

4) All Relevant Project Correspondence;

5) Additional Information Sheets as Necessary.

Address of Owner/Agent/Agency to Whom HPP Comment Should Be Mailed

13) Address of Owner/Agent/Agency to Whom HPP Comment Should Be Mailed:

Enter the name and address of the owner/agent/agency of the project area. This space should not duplicate the name and address of the consultant unless they are also the owner/agent/agency proposing the project.

14) Contact Person:

Enter the name of the owner/agent/agency contact person of the owner/agent/agency entered in #40. This space should not duplicate the name and address of the consultant unless they are also the owner/agent/agency proposing the project.

15) Phone Number:

Enter the phone number where the owner/agent/agency contact person can be reached. This space should not duplicate the name and address of the consultant unless they are also the owner/agent/agency proposing the project.