

CHECK LIST IN ORDER TO PRESERVE CULTURAL RESOURCES

(revised 05/05)

Cross reference with book entitled “Cultural Resources Workshop” mailed under separate cover and Technical Guide Notice 546. Farm Services Agency (FSA) is responsible for Cultural Resources Management (CRM) in the Conservation Reserve Program (CRP). Field office (FO) personnel for NRCS complete the CPA 52 form and submit to FSA unsigned for CRP.

Area of Potential Effect (APE):

_____ Determine if the practice is an undertaking. An undertaking in this case means that the practice has the potential to impact cultural resources. In order to determine this, check the book entitled *Cultural Resources Workshop* under section 2 on page 58 of the material entitled “Classification of Conservation Practice Effects on Cultural Resources.”

_____ Determine the area of potential effect (APE). This includes haul roads, borrow areas, view sheds, audible range, the actual footprint of the practice, areas that will be affected in the surrounding area, and areas that will be affected by this practice in the future. A buffer is the distance between a cultural resource and a ground disturbing practice. The distance for a buffer is 65 feet; this means add 65 feet to the perimeter of your practice + haul road + borrow area + view shed + audible area + area that could possibly be impacted. The entire area is the APE and should be included in the file and literature search.

File and literature search:

_____ Contact Cultural Resources Specialist (CRS) for NRCS and provide a copy of the CO-SSC-1 form (revised 4/05) either by email, fax, or mail regarding locations of cultural resources. Confirm that no known cultural resources will be impacted by the practice:

**Marsha Sims, State Cultural Resources Specialist (CRS) and Archeologist
NRCS, Room E200C, 655 Parfet Street, Lakewood, CO 80215-5517**

Telephone number: 720-544-2815; fax: 720-544-2962; and email marsha.sims@co.usda.gov

_____ The CO-SSC-1 form should **include your name; project name; the location: County, Quadrangle, Principal Meridian, Township, Range, and Section with ¼ sections as described in the legal description.** A copy of a CO-SSC-1 form on cultural resources management for each ground disturbing practice must be maintained at the State office. For an update on the General Manual procedures for NRCS, refer to the NRCS web page Title 420-Social Sciences Part 401 – Cultural Resources (Archeological and Historic Properties).

_____ Check all resources: aerial photographs of area, National Register of Historic Places, State Registers, county or city historical museums/societies, landowners, notes from previous Field office personnel, county/city plat books and other records for previous owners and buildings on the property and check local histories, local libraries. Add information to CO-SSC-1 form. Providing this information protects contractors in cases of buried foundations that the Field office personnel identify during this research. This is one more precaution such as “call before you dig.”

Site Appraisal (Walking survey and documentation):

CRS assistance (See Technical Guide Notice for Program issues) –

Areas 2 and 3 is Marsha Sims, State CRS (see above information)

Areas 1 and 4 is William Volf, CRS; Cortez FO;

telephone number: 970-565-9045 ext. 115; Fax: 970-565-8797; email:

william.volf@co.usda.gov

Field office (FO) personnel –

_____ Provide site appraisal for the APE by transect for cultural resources. Plan transects of parallel zones. Find and mark a reference point at beginning and end. Record the distance between. If potential cultural resources are in the APE, consult the CRS. Add survey information to the CO-SSC-1 form.

_____ Provide a copy of the CO-SSC-1 form to the State CRS at the State office in order for the CRS to complete a file search. Leave B and site appraisal portion of the CO-SSC-1 form blank. Attach a copy of the quadrangle sheet with the location of the practice marked.

_____ File CO-SSC-1 form in a file that is not accessed by the public. Information regarding cultural resources is exempt from the Freedom of Information Act and cannot be released to the public. Maintain this information indefinitely.

Proceed with the practice unless a cultural resource is indicated in the file and literature search or in site appraisal (walking survey).

_____ If CRS suggests that a professional archeologist survey the site, please arrange for a site visit for the CRS.

_____ Complete the Performance Results System (PRS), the electronic record of cultural resources management.

_____ If site appraisal indicates that a cultural resource is in the section, send a copy of the CO-SSC-1 form and a copy of the quadrangle with area of the practice indicated to the CRS along with a copy of the completed CO-SSC-2 form (New Site Report Form, revised 5/05). Please call the CRS and arrange a site visit.

_____ CRS provides information regarding location of cultural resources in reference to the APE. A copy of the CO-SSC-1 form and a copy of the quadrangle sheet will be returned to the FO with the cultural resources indicated within or near the APE.

_____ Please arrange for the CRS to visit the location of the cultural resource if it is in or near the APE of your planned practice. If the CRS file search results provide information regarding a cultural resource that was not observed in the site appraisal, call the CRS. Together, decide how to avoid the cultural resource by at least 65 feet.

_____ Wait for a response from the CRS after the site visit so that proper documentation is available. Place documentation in a file not accessed by the public. The CRS will consult with concerned individuals and the State Historic Preservation Officer (SHPO), complete the file search, and write a report for SHPO prior to a decision on procedures.

_____ Other types of mitigation may be required. After mitigation (usually determined in an agreement with SHPO), you will be notified to proceed with the practice unless otherwise instructed.

For more information on cultural resources:

- <http://www.coloradohistory-oahp.org>
- <http://www.nps.gov/places.htm>

eFOTG on Colorado home page

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