

*Texas Department of Transportation
Environmental Affairs Division*

**Standards of Uniformity for
Technical Documents**

**Review Standards for
Antiquities Permit Applications**

Review Standards for Antiquities Permit Applications

CSJ _____ Hwy _____ Contract/WA# _____

Contractor _____ QC Reviewer _____

Author/Affiliation _____ ENV Reviewer _____

Page	Section	Sentence	Criteria	Issues: Not Applicable / None / Editorial or minor / Substantive / Critical	How addressed (or why not addressed)	New Page	QC check
			Project Description				
1			Submittal includes a map of the project area on a USGS 7.5' quadrangle or equivalent if a 7.5' quadrangle is unavailable.				
2			The project description clearly identifies the project type and any associated elements.				
3			The area of potential effects (APE) is defined to encompass the limits of the existing right of way; proposed, new project right of way; permanent and temporary easements; utility relocations; and project-specific locations designated by TxDOT. The APE is defined in three dimensions, including the project limits, width, acreage, and depth of impacts. The description of the APE identifies the maximum depth of impacts from the project, referring to project plans or to typical impacts for this class of project. Note: the APE encompasses the entirety of the project area, regardless of the extent of prior archeological investigations, the particular locations subject to proposed field investigations under the permit (see Criterion 14), or the portion of a project added through a design change.				
4			The project description notes whether the project includes any new right of way, easements (temporary or permanent), utility relocations, or project-specific locations; describes the location of any such features; and quantifies their area				
5			Clearly reproducible layouts are attached; layouts show the existing and proposed right of way boundaries and easements.				
6			Clearly reproducible profiles are attached.				
7			Clearly reproducible typical sections are attached.				
			Background Information				
8			The permit scope of work includes description of the project area's topography, soils, and geology. The scope of work references soil survey maps and geological maps for the entire area to be surveyed or indicates that none are published for the				

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			area to be surveyed.				
9			The permit scope of work includes discussion of previous work and sites within one kilometer of the project area with explicit reference to review of TARL files, THC or Historic Sites Atlas maps, and other utilized sources. The scope of work explicitly indicates the trinomials of sites or the absence of sites within one kilometer.				
10			The permit scope of work includes a description of existing disturbances in the project area that affect identification, evaluation, or data recovery efforts. Determine these disturbances from soils maps, Digital Ortho Quads, available photographs, and other materials provided by the project sponsor.				
			Research Design				
11			Based on the background information, the scope of work summarizes expectations for location, type, and integrity of archeological finds within the APE. Typically, the integrity of archeological sites is characterized by their integrity of location, design, materials, and association.				
12			The scope of work identifies the type of work to be undertaken, conforming to one of the categories of archeological investigation listed in 13 TAC 26.20 and defined in 13 TAC 26.5.				
13			The scope of work includes a clear statement of the methods that will be employed during all phases of work, following guidance on the preparation of appropriate research designs in 13 TAC 26.21(d).				
14			The scope of work defines the areas to be investigated, whether 100 percent of the area of potential effects shall be investigated or some subset (see Criterion 3).				
15			For investigations where artifact collection is proposed, the scope of work clearly states whether the land on which the work is conducted is “privately owned” or “publicly owned” or contains both privately and publicly owned land. The scope of work identifies the land owners, including public and private owners.				
16			The scope of work explicitly details the sampling intensity. Sampling intensity comprises such factors as transect spacing, sample intervals along a transect, unit density, unit sizes, screen size, and sediment sample volumes.				
17			The scope of work explicitly justifies these methods with reference to details of the project background information and/or appropriate middle-level theory, demonstrating the adequacy of				

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			the methods. For testing and data recovery projects, this justification should explain how the methods will provide data that could address important questions of prehistory or history and identifies such questions.				
18			The scope of work states that the methods will comply with applicable standards as defined or referenced in 13 TAC 26.20 and THC policy (such as THC’s policy on survey-level historic sites background documentation and THC’s policy on cemeteries, which requires trenching when cemeteries are within 75 feet of the APE) or that the resulting report will provide explicit, plausible justification for deviation from these standards.				
19			When discovery of burials is possible during a testing or data recovery project or anticipated during a survey project, the scope of work includes a treatment plan for burials. The plan minimally includes the following elements: a commitment to notify TxDOT and other appropriate parties of the discovery of a burial; a commitment to employ appropriate, minimally-destructive methods to identify additional burials in adjacent areas; a commitment to take appropriate action to protect all identified burials from disturbance; and a commitment to comply with all applicable statutes, regulations, and rules regarding burial treatment and disinterment.				
20			The scope of work specifies a collection policy. The application specifies that artifacts will not be collected from private land without explicit written transfer of ownership to the State. No eligibility testing and data recovery projects can be undertaken on private land without explicit written transfer of ownership or artifacts to the State.				
21			The scope of work specifies a curation plan, including the intended curation facility and a commitment to prepare collections for curation according to the curation facility’s standards for collection preparation.				
			Reporting Requirements				
22			The scope of work specifies that the resulting report will meet the reporting standards of 13 TAC 26.24, including satisfaction of the Council of Texas Archeologists (CTA) reporting guidelines.				
23			The scope of work specifies that the resulting report will include a discussion of the results of the field investigations.				
24			For survey, testing, and monitoring projects, the scope of work notes that the report’s discussion will include a list of sites identified, the ownership of the land on which the sites lie, each				

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			sites' recommended eligibility for inclusion in the National Register and formal designation as a State Archeological Landmark, and the appropriate criteria under which the sites were evaluated. The scope of work notes that site forms will be submitted to TARL and that trinomials will be obtained. The scope of work notes that the report will also include recommendations for further work or no further work with appropriate justifications based on the requirements of 13 TAC 26.20 and defined in 13 TAC 26.5.				
25			For data recovery projects, the scope of work notes that the report's discussion will address how the project results contribute to an understanding of important issues of prehistory or history. The scope of work also specifies a public outreach program for such projects.				
26			The scope of work specifies that the report will indicate which excavations units were placed on public land and private land, and identify artifacts collected from public land and private land.				
27			The scope of work specifies that at least four copies of the draft report will be submitted for review by TxDOT and THC.				
28			The scope of work specifies that at least six paper copies of the final report (five bound copies and one unbound copy) will be submitted to TxDOT. The unbound copy will contain at least one map with the plotted location of any and all sites recorded. The scope of work also specifies that at least one archival-quality CD or DVD will be provided to TxDOT. The CD or DVD will contain two copies of a tagged PDF format of the report. The scope of work must also specify that other report copies (for THC and other parties) will be distributed in compliance with 13 TAC 26.24.				
			ENV Reviewer Conclusions/Additional Issues				
29			The scope of work and permit application contains no factual errors or omissions that potentially affecting regulatory finding(s). (Reviewer comments required if "Critical")				
30			The scope of work violates no regulatory requirement(s). (Reviewer comments required if "Critical").				
			Additional Comments				
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Signature of QC Officer _____

Printed Name _____ **Date** _____

ENV Staff Reviewer Signature _____ **Date** _____

Version History

2.0 - Revised format to comment-response matrix

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3.0 - Clarified the area of potential effects definition (item 3); noted that easements included both permanent and temporary easements (item 4); included requirement to comply with THC rules and policies regarding burials (item 18); added requirement to develop a treatment plan for burial discovery on testing and data recovery projects (item 19); revised reporting requirements to be consistent with THC rules (item 28); included requirement that report doesn't violate any regulatory requirement not otherwise specified (item 30); made additional format changes.