Attachment C: Context, Operational, and Reference Portions of the Cultural Resources Management Plan

Redmond's Cultural Resources Management Plan Context

Prepared for the City of Redmond

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List of Acronyms and Abbreviations

AD ..... Anno Domini
AP ..... Analytic Period
BP ..... Before Present
CIP ..... Capital Investment Program
COA ..... Certificate of Appropriateness
COR ..... City of Redmond
CORL ..... City of Redmond Landmark
CPP ..... Countywide Planning Policies
CRMP ..... Cultural Resources Management Plan
DAHP ..... Department of Archaeology and Historic Preservation
FHWA ..... Federal Highway Administration
FTA ..... Federal Transit Authority
GMA ..... Growth Management Act
HPI ..... Historic Property Inventory
IDP ..... Inadvertent Discovery Plan
KCHPP ..... King County Historic Preservation Program
KCLC ..... King County Landmarks Commission
MPP ..... Multicounty Planning Policies
MOA ..... Memorandum of Agreement
NEPA ..... National Environmental Policy Act
NHPA ..... National Historic Preservation Act
NPS ..... National Park Service
NRHP ..... National Register of Historic Places
PREP ..... Pre Review Entitlement Process
RCW ..... Revised Code of Washington
RMC ..... Redmond Municipal Code
RZC ..... Redmond Zoning Code
SEPA ..... State Environmental Policy Act
SMP ..... Shoreline Master Plan
TCP ..... Traditional Cultural Property/Place
USACE ..... United States Army Corps of Engineers
WAC ..... Washington Administrative Code
WCC ..... Washington Conservation Corps
WHR ..... Washington Heritage Register
WISAARD ..... Washington Information System for Architectural and Archaeological Records Data
WSDOT ..... Washington Department of Transportation

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1. Introduction

The Redmond area has been home to people for thousands of years. Located in the central Puget Sound region of the state of Washington (Figure 1-3), the City of Redmond (COR) lies on the shores of Lake Sammamish, in proximity to Lake Washington, and accessible to the forests of the Cascade foothills. Multiple glaciations, occurring between 1.8 million years ago and 10,000 years ago, carved the deep troughs that make up the topography characteristic to the region, the largest of which are now occupied by the waters of Puget Sound, Lake Washington, and Lake Sammamish.

Figure 1-1 Bear Creek

A unique archaeological site located in the COR—the Bear Creek Site (45KI839)—was discovered during a 2008 cultural resources survey. During archaeological investigations conducted with the restoration of the Bear Creek stream the site yielded artifacts that date to over 12,000 years ago. Oral histories of Indian tribes, the descendants of those who occupied the Bear Creek Site, refer to living here since time immemorial. Generations of people have been drawn to this location, with its abundance of fresh water in the lakes, creeks, and rivers; plentiful fish and game; and rich soils in the area supporting fishing and hunting and later timber harvesting and agriculture. The area has been a place of occupation as well as a gathering place for trade and community for centuries. The early residents and visitors to Redmond have left their mark on the land and waterways in both tangible and intangible ways.

This Cultural Resources Management Plan (CRMP) was developed by the COR as a tool for its staff, community members, and development applicants to learn about, plan for, and protect irreplaceable, important, and culturally significant resources. The development of the CRMP was initiated to meet requirements of mitigation described in the Memorandum of Agreement (MOA) Regarding Treatment of Adverse Effects to the Bear Creek Site, Redmond, King County, Washington and its addendum dated September 29, 2014.

The Bear Creek Site is located near downtown Redmond. Artifacts found at this site confirm North American settlement of the Puget Sound lowlands prior to 12,000 years ago. This unique site is among the earliest found on the Pacific Coast of North America. Examination of the site allowed modeling of land use patterns in the region and has contributed to our understanding of the peopling of the Americas. Data recovery at the site provided an unprecedented picture of how people lived near Bear Creek at the end of the Ice Age and what their environment was like.

The Bear Creek Site, along with other known archaeological sites dating to later periods, confirms the importance of the Redmond area and the need to manage and protect known and undiscovered

resources. In working with the local tribes, their enduring connections to the area became apparent as did the need for a more collaborative approach to planning for Redmond's future. Application of thoughtful planning informed by best management practices and sound science is essential to complying with laws and regulations and developing strong partnerships with the agencies and affected Indian tribes.

Although the MOA provided the impetus to develop the CRMP, the plan is a tool that demonstrates the COR's commitment to protecting cultural resources. The CRMP guides the City in managing and protecting cultural resources within Redmond.

1.1 Cultural Resources: An Overview

Cultural resources are defined and regulated by the United States Secretary of the Interior and are the physical evidence or place of human activity. A cultural resource is a site, structure, landscape, object, or natural feature of significance to a group of people traditionally associated with it. These resources provide the community a tangible connection to its long-standing history and heritage.

Figure 1-2: Snoqualmie Falls is culturally significant to the Snoqualmie Tribe

Cultural resources include archaeological sites and artifacts, historic buildings and structures, and cultural landscapes. Cultural resources also include properties or places of religious and cultural significance (Traditional Cultural Properties and Places [TCPs]) such as the location for seasonal berry gathering or a place of ceremony. These cultural resources are significant for associations with the cultural practices, traditions, beliefs, lifeways, arts, crafts, or social institutions of a living community.

Cultural resources are protected because of their significance, their ability to inform and educate the community and scientists, and due to the irreplaceable nature of these material resources.

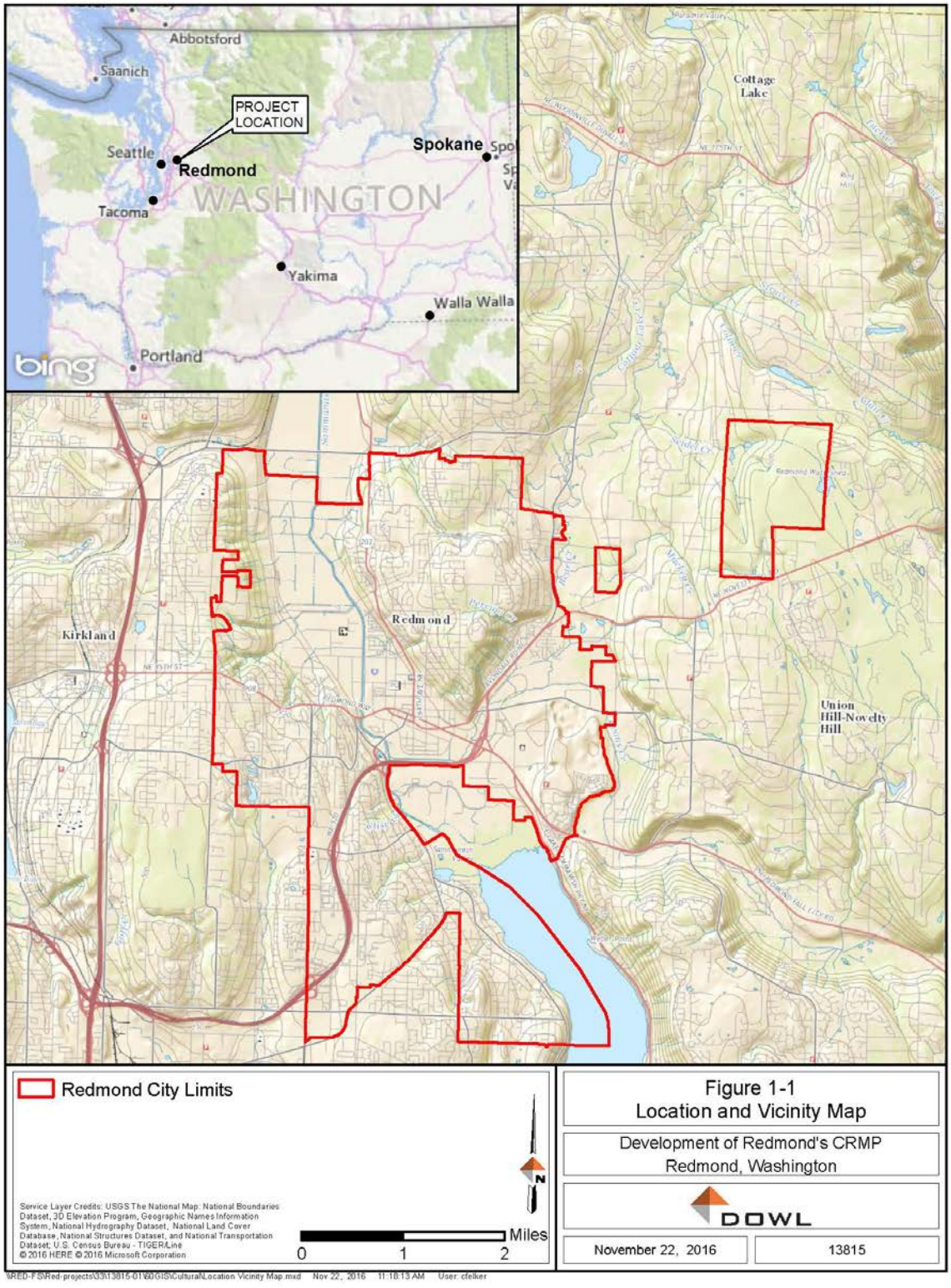

Figure 1-3: City of Redmond Location Map

2. Regulatory Context

Federal, state, county, and local laws and regulations direct governmental bodies from the federal and state level to the local level to manage the cultural resources within the respective jurisdiction. The COR works closely with agencies, affected Indian tribes, and members of the community to comply with these laws and regulations and provide good stewardship for the resources under its protection. Table 2-1 provides a summary of the regulations and RZC Appendix 9.B describes the existing regulatory framework in detail. Each regulation should be referred to directly for clarity and to take into account subsequent amendments.

Table 2-1: Summary of Cultural Resources Regulatory Framework

Regulation	Description
National Historic Preservation Act	Established protections for archaeological and historic resources and created the National Register of Historic Places (NRHP). Requires federal agencies and projects with federal nexus to consider impacts of undertakings to resources listed in or eligible for listing in the NRHP.
National Environmental Policy Act	Requires federal agencies to evaluate impacts to all cultural resources and those prehistoric and historical resources that are eligible for or listed in the NRHP before a project is approved.
Archaeological Sites and Resources Act (RCW 27.53)	Describes measures to study and protect archaeological resources.
Indian Graves and Records Act (RCW 27.44)	Provides measures protecting Native American graves and penalties for disturbing these sites.
WAC Title 25	Establishes the State Office of Archaeology and Historic Preservation, its functions, and procedures to comply with the federal preservation program; authorizes the office to issue archaeological excavation and removal permits; and established the Washington Heritage Register of Historic Places.
RCW 27.34.200	Declares the public policy to designate, preserve, protect, enhance, and perpetuate structures, sites, buildings, and objects which reflect outstanding elements of the state's archaeological, historic, architectural, or cultural heritage.
Shoreline Management Act and Shoreline Rules (WAC 173-26-221)	Requires all Shoreline Master Programs to incorporate provisions to protect historic, archaeological, and cultural features and qualities of shorelines.
State Environmental Policy Act (RCW 43.21c)	Requires counties and cities to develop an integrated project review process that combines both procedural and substantive environmental review to help identify possible environmental impacts that could result from governmental decisions.
Governor's Executive Order 05-05	Requires all state agencies with capital improvement projects and projects with state nexus to integrate Department of Archaeology and Historic Preservation, Governor's Office of Indian Affairs, and affected Indian tribes into their capital project planning process.

Regulation	Description
Redmond Zoning Code (21.30) Historic and Architectural Resources	Provides direction on which elements of the Redmond Zoning Code are applicable to archaeological sites, designated historic landmarks, and properties that are eligible for historic landmark designation.
Redmond Comprehensive Plan	Provides a statement of the community's vision for the future and includes policies that support protection of archaeological and cultural resources.

Notes: RCW = Revised Code of Washington; WAC = Washington Administrative Code

3. Cultural Resources in Redmond

3.1 Setting and Environment

The environment and people living in it interact and make marks upon the land. The following describes the history of environmental impacts on the Redmond and Sammamish River Valley landscape that ultimately supported habitation. The geological features, climate, fauna, and vegetation identified during the past recorded history are crucial in indicating the probability of physical cultural remnants in the current day.

3.1.1 Geology and Climate

Redmond is situated in the Sammamish River Valley at the eastern boundary of the Puget Lowland physiographic province. The Puget Lowland region is a wide low-lying area between the Cascade Range to the east and the Olympic Mountains to the west. The region extends from the San Juan Islands in the north to past the southern end of the Puget Sound. The gently rolling hills of the Puget Lowland are the remnants of moraines and broad riverine floodplains and deltas (Franklin and Dryness 1988). The Puget Sound lowlands are dominated by water. Rivers and lakes surround the glacier-carved Puget Sound with its many bays and small islands as well as the larger Salish Sea which extends from the north end of the Strait of Georgia to the south end of the Puget Sound, west to the mouth of the Strait of Juan de Fuca, and east to include the western drainage of the Cascade Range.

Figure 3-1 Cultural Resources surveys may be required in areas with a moderate or high probability of containing cultural resources

Holocene fluvial activity and Pleistocene glacial events shaped the Sammamish River Valley. The most recent glacial event, The Vashon State of the Fraser Glaciation, scoured out the area now occupied by the Sammamish River and Lake Sammamish approximately 17,500 years ago. The subglacial erosional processes formed a large trough. As the glaciers retreated, gravel, sand silt, and clay were deposited into the trough forming a layer known as Vashon till. The retreating glaciers released meltwaters, draining into the lowland and depositing outwash. Glacial lakes were formed when ice sheets blocked drainages. Large flood events from continued glacial melt and the sudden release of the glacial lake waters contributed to high-energy scouring of some previous deposits, shaping and reshaping drainage patterns (Kopperl et al 2010). Seasonal heavy rainfall, erosional slide activity, and frequent flooding continually shape the drainage patterns in the foothills and floodplains of the River Valley. In the twentieth century, the straightening and ditching of the Sammamish River as well as draining of wetlands altered the drainage patterns of the area (Kerwin 2001).

The Lushootseed word *xobal*, meaning "broad" for a creek, may refer to Bear Creek entering the Sammamish River below Redmond.

The Redmond area is characterized by a maritime climate, with historically cool, dry summers and wet, mild winters. After the Fraser Glaciation, the region has experienced cycles of

warming/drying followed by cooling and increased moisture. After the last glacial advance, a period of rapid warming and lower precipitation levels occurred until approximately 7,000 years before present (BP) temperatures began cooling. This neoglacial cooling period lasted until approximately 2,000 BP. The Little Ice Age was the last major fluctuation. This period from approximately 500 to 100 years BP resulted in a climate of increased precipitation and cooler temperatures (Ames and Maschner 1999).

3.1.2 Fauna

The diversity of species found in the Sammamish River Valley has been influenced by settlement and hunting activities. Historically, the region would have supported waterfowl and birds, as well as large and small mammals. Although some species are no longer present, the area continues to support mule deer (*Odocoileus hemionus*), raccoon (*Procyon lotor*), various avian species, salmonids, and suckers. Salmon species including Fall Chinook (*Oncorhynchus tshawytscha*), coho (*Oncorhynchus kisutch*), sockeye (*Oncorhynchus nerka*), kokanee (*Oncorhynchus nerka*), steelhead (*Oncorhynchus mykiss*), cutthroat trout (*Oncorhynchus clarkia*), and bull trout (*Salvelinus confluentus*) are likely the only salmon species that were historically present in the Sammamish subwatershed (Kerwin 2001). Other species such as white sturgeon (*Acipenser transmontanus*), mountain whitefish (*Prosopium williamsoni*), northern pikeminnow (*Ptychocheilus oregonensis*), suckers (*Catostomidae*), peamouth (*Mylocheilus caurinus*), sculpins (*Cottoidea*), sticklebacks (*Gasterosteidae*), and lamprey (*Petromyzontidae*) were likely present as well. The western pearl shell mussel (*Margaritifera falcata*) is one of only three species of native freshwater mussels in western Washington and is known to occur in Bear Creek, which drains to Lake Sammamish (King County 2005). It is likely that other native species of freshwater mussels and clams were historically present in the Sammamish River Corridor.

3.1.3 Vegetation

The Puget Lowland is currently covered with stands of coniferous forest that make up the *Tsuga heterophylla* (western hemlock) vegetation zone. Douglas fir is the dominant species followed by western hemlock and western cedar. The dense understory of the remaining old growth forest consists of shrubs and herbaceous species including salal, Oregon grape, ocean spray, sword fern, blackberry, red elderberry, and huckleberry (Franklin and Dryness 1988). Red alder, black cottonwood, bigleaf maple, and other riparian plants dominate the floodplains. Red alder and bigleaf maple are the predominant species found along rivers and streams. River valleys support wetlands with willow, cranberries, alder, cattail, reeds, wapto, skunk cabbage, and nettles (Crawford 1981).

3.2 Archaeology

What follows is a brief culture chronology documenting the classification and archaeological evidence of prehistoric human occupation in western Washington. Several cultural chronologies have been developed to describe the evolution and distribution of cultural materials in the archaeological record. The chronology adopted here uses Analytic Periods (AP) developed for the King County Native American Archaeological Resources Sensitivity Model as described by Kopperl et al. (2016). The five APs are derived from a combination of geological, paleobotanical, and archaeological data. In addition, this section also describes major traditions, defined in Peregrine

and Ember (2001) as "groups of populations sharing similar subsistence practices, technology, and forms of sociopolitical organization…" (xi). These traditions are primarily identifiable by their tools and other evidence visible in the archaeological record. While the time scales represented in each system are similar, there are some notable differences. Table 3-1 shows how the APs developed by Kopperl et al. (2016) correlate to the relevant major traditions used by Peregrine and Ember (2001).

Table 3-1: Correlation between Analytic Periods and Tool Traditions

Years BP	Analytic Period	Paleo-Indian	Early Northwest Coast	Middle Northwest Coast	Late Northwest Coast
14000	Period 1: Mobile Foragers - Colonization	Early 12200-10800			
13500					
13000					
12500					
12000					
11500	Period 2: Mobile Foragers – Localized Adaptation				
11000					
10500		Late 11000-6000			
10000					
9500			9500-5500		
9000					
8500					
8000					
7500	Period 3: Foragers with Decreasing Mobility				
7000					
6500					
6000					
5500					
5000				5500-1500	
4500	Period 4: Semisedentary Foragers/ Collectors				
4000					
3500					
3000				Central Sub-Region 3500-1400	
2500					
2000	Period 5: Semisedentary Collectors				
1500					
1000					1500-200
500					
250					

Sources: Kopperl et al. 2016, Peregrine and Ember 2001

3.2.1 Period 1: Mobile Foragers - Colonization Period (14,000 BP–12,000 BP)

Beginning roughly 17,000 BP, climatic shifts resulted in a warmer and drier environment than that seen previously. By 15,000 years BP, glacial remnants from the last ice age began to recede and the ice encasing the Pacific Northwest began to free travel routes into the area. The receding ice exposed the Cascade Range, foothills, and glacial drift plains. Newly deglaciated areas were characterized by gravelly outwash plains and impacted by fluctuating sea levels. Within a few hundred years, the raw soils of the Puget lowlands began to support Lodgepole pine, and then Sitka spruce and western hemlock. At higher elevations, extensive spruce-pine parkland dominated until 12,000 BP.

This period corresponds to the earliest evidence of human occupation in the area. The first peoples to colonize western Washington were highly mobile and few in number. Although mobility early in this AP was likely driven by pursuit of larger game animals, towards the end of this period mobility was more seasonally-driven. Expected site types from this AP include small residential base camps and some game acquisition sites. To date most sites associated with AP1 and Early Paleoindian habitation are characterized by isolated artifacts (stone tools) and artifact scatters (stone tool chipping debris/manufacture sites). Early Paleoindian bifaces in Washington were of the Clovis regional subtradition and consisted of large fluted projectile points used to target now extinct fauna such as mastodon of Puget Sound (Carlson 1990; Gustafson et al. 1979; Meltzer and Dunnell 1987; Osborne et al 1956).

Figure 3-2: Interpretive materials at the Bear Creek Site

3.2.2 Period 2: Mobile Foragers – Localized Adaptation (12,000 BP–8,000 BP)

Between roughly 13,000 BP and 7,000 BP, continued warming and decreased precipitation contributed to summer droughts and colder winters than those typical today. Nevertheless, this period (particularly between 12,000 and 8,000 BP) maintained a somewhat stable climate. The warm, dry conditions encouraged the establishment of forests even at upper elevations of the Cascades. In the lowlands, forests of Sitka spruce and western hemlock were invaded by Douglas fir, red alder, and bracken fern. From 10,000 BP to roughly 6,000 BP, western Washington saw the warmest and driest climate of the Holocene, conditions which contributed to a fire-prone environment. Frequent summer dry periods and fires resulted in the periodic creation of open grasslands surrounded by oak and Douglas fir.

Peoples living during AP2 responded by developing adaptive land use strategies suited to their local environments. Generalized subsistence strategies targeted terrestrial and marine/riverine resources and seasonal rounds were well established. Expected site types from AP2 are similar to those described for AP1, although they are expected to be more numerous due to increased population. These include small residential base camps, field hunting camps, resource acquisition sites, and quarry sites.

3.2.3 Period 3: Foragers with Decreasing Mobility (8,000 BP–5,000 BP)

The terminal end of the last major glaciation was a period of rapid environmental change during which the climate shifted drastically from warm and dry to cool and moist. By roughly 7,000 BP, the climate began its shift from warm and dry to cool and moist and temperature ranges began to approximate those observed today. Vegetation likewise changed dramatically over this period. The warming conditions preceding this shift had encouraged the expansion of subalpine parklands into alpine zones on the Olympic Peninsula and colonization of the upper elevations of the Cascades by mixed conifer forests.

The resources exploited during this period likewise shifted. From roughly 8,000 BP to 5,000 BP, there is evidence of increased interest in marine resources, likely due to the extinction of North American megafauna such as mastodon. Site types typical of AP3 include established base camps, seasonal camps, and various resource acquisition sites.

Tool traditions corresponding to this AP include both Late Paleoindian (11,000 BP to 6,000 BP) and Early Northwest Coast (9,500 BP to 5,500 BP). Late Paleoindian assemblages typically feature stemmed lanceolate projectile points and bifaces manufactured using locally available materials. This period also saw the introduction of microblade technology, especially in the Pacific Northwest (Ames and Maschner 1999). This toolkit is most often associated with highly mobile hunter-gatherer groups. Extant coastal sites associated with Late Paleoindian and earlier traditions are few as sea-level rise continuing up until roughly 5,000 BP inundated coastal sites.

The Early Northwest Coast tool tradition (9,500 BP to 5,500 BP) is marked by the disappearance of microblade technology and the increased use of chipped and ground-stone tools and bone and antler tools. The variety of forms and styles suggest diversification of subsistence strategies with an increased use of marine resources. This period is also differentiated from prior culture groups by the appearance of human burials in cemeteries.

3.2.4 Period 4: Semisedentary Foragers/ Collectors (5,000 BP to 2,500 BP)

After 6,000 BP and continuing to the present, modern vegetative communities began to advance, and by 5,000 BP, a maritime climate had been established. As of roughly 5,000 BP, red cedar and western-hemlock forests were advancing into the Puget Lowlands. From 5,000 BP to the present, there were several brief periods of fluctuation in terms of precipitation and temperature. One of these climatic fluctuations occurred towards the end of AP4, when western Washington experienced neoglacial cooling lasting roughly 300 years (from 2,800 to 2,500 BP).

Technological advances during this period supported larger populations which led to increasingly complex sociopolitical relations within and between groups, including the establishment of circumscribed territories (Kopperl et al. 2016, Neusius and Gross 2007). This is evidenced by the appearance of plank houses during this period, which suggests that the increased focus on salmon as a resource also led to the development of long-term settlements for larger groups of people.

Site types associated with AP4 include base camps; resource acquisition sites for marine, terrestrial and plant gathering; quarry sites; and possibly village sites. Technologies at this time were characterized by further diversity of tool forms and styles, and the appearance of specialized tools associated with salmon resources. The Middle Northwest Coast tradition (5,500 BP to 1,500 BP) corresponds favorably with AP4 and demonstrates increased specialization geared toward

exploitation of marine resources including implements for deep-sea fishing, wooden fish weirs, stone net sinkers, and long-term food storage.

3.2.5 Period 5: Semisedentary Collectors (2,500 BP to 200 BP)

Although the maritime climate had been established in western Washington as of roughly 5,000 BP, several climatic fluctuations occurred during AP5, including persistent drought conditions from 2,400 BP to 1,100 BP, a warming period from 1,100 BP to 700 BP known as the Medieval Climatic Anomaly, and yet another period of cooling during the Little Ice Age (500 BP to 100 BP).

This period saw further development of the social and political structures present in the Early and Middle Pacific periods. Up until the Little Ice Age (which began roughly 1,350 Anno Domini [AD]), the warming climate became increasingly drier. Continued population growth resulted in extreme social stratification, intergroup warfare, and slavery. The material culture of this period is characterized by an overall decline (although not disappearance) in the manufacture and use of chipped-stone tools and the advent of heavy wood-working tools which were necessary for the production of elaborate art pieces and architecture (Neusius and Gross 2007). Site types typical of AP5 include winter villages, base camps, field camps, resource acquisition sites similar to those noted in AP4, and quarries. Archaeological evidence also suggests an increased focus on funerary ritual and burial ceremony during the period (Ames and Maschner 1999).

Beginning roughly 2,500 years BP, AP5 overlaps the terminus of the Middle Northwest Coast tool tradition and beginning of the Late Northwest Coast tradition (1,500 BP to 1,775). The Late Northwest Coast tradition continues to the protohistoric period (this is occasionally defined as European contact but is also marked by the introduction of smallpox, which does not necessitate direct contact). This period is characterized by specialized social patterns and adaptations to sudden environmental and social change wrought by natural disasters and European contact (both indirect and direct).

Table 3-2 summarizes diagnostic site types/artifact types and key archaeological sites associated with each AP.

Table 3-2: Diagnostic Tools and Key Sites Representative of Analytic Periods

Analytic Period	Dates	Features	Important Sites in Region	Local significance
Period 1: Mobile Foragers - Colonization	14,000 to 12,000 BP	Large, fluted projectile points. Bifaces and unifacial tools such as scrapers, knives, gravers, and burins.	Luckey Clovis Site, Manis Mastodon Site, Ayer Pond Bison Site	
Period 2: Mobile Foragers – Localized Adaptation	12,000 to 8,000 BP	Lanceolate projectile points, cores, processing sites, notable non-stone tools (such as wood implements)	Ross Lake, Slab Camp, Bear Creek Site, Manis Mastodon Site, Cedar River Outlet Channel	
Period 3: Foragers with Decreasing Mobility	8,000 to 5,000 BP	Large chipped-stone chopping implements and lanceolate projectile points	Manette Site, Marymoor Site, Ross Lake	
Period 4: Semisedentary Foragers/ Collectors	5,000 to 2,500 BP	Chipped stone, ground stone, and ground organic (shell, bone, antler) tools common. Shell midden sites common and artifacts forms varied.	Marymoor Site, Dupont Southwest Site, West Point Site Complex, Ross Lake, Sequim	
Period 5: Semisedentary Collectors	2,500 to 200 BP	Ground-stone and carved implements made from naturally-occurring materials (antler, bone, stone, etc.) Chipped stone primarily as expedient technology, but more common in southern and central subregions.	Muckleshoot Amphitheater Site, Marymoor Site, Old Man House, Duwamish No. 1 Site	

Sources: Kopperl et al. 2016, Peregrine and Ember 2001

3.3 Ethnography

The southern portion of the Salish Sea (Puget Sound) has historically been occupied by independent but related groups including the Duwamish, Muckleshoot, Nisqually, Puyallup, Shohamish, Smulkamish, Skokomish, Skopamish, Skykomish, Snohomish, Snoqualmie, Stkamish and Suquamish (Haberlin and Gunther 1930; Kopperl et al. 2016; Suttles and Lane 1990). Collectively, these groups are identified by their shared language Lushootseed. The area is also of interest to the Yakama, who followed well-known and established trails and trade routes through the Cascade Mountains. These routes provided considerable contact and trade between the Puget Sound region tribes and the Yakama (Suttles and Lane 1990:488).

A driving force of cultural continuity for these tribes is *Huchoosedah* which is exemplified through cultural knowledge (both practical and spiritual) and knowledge of self. Concepts of nature, culture and self are learned through oral tradition.

Lushootseed speaking peoples made use of the great diversity of resources available in the lands and waters that surround the Salish Sea. Typical seasonal rounds consisted of residence at permanent fall and winter villages and removal to smaller spring-summer camps. Resources were gathered, hunted, stored, and traded. The people who resided in the region were experienced environmental managers who actively shaped their landscape to optimize production of target resources and thus benefit and sustain their lifestyles. These efforts included controlled burns to create optimal habitat for game species and growth of berries, leveling of shellfish beds, and terracing of salt marshes to encourage the growth of clover and Pacific Silverweed (Kopperl et al. 2016:64-65). They also constructed fish weirs, or *stukwalukw* to efficiently catch salmon during fish runs, while ensuring that enough fish were allowed to pass upstream to reproduce (Thrush 2016).

Permanent settlements were located on or near the coast, along river corridors or upland on the slopes of the Cascade Mountains (Haberlin and Gunther 1930). Villages were positioned to take advantage of staple resources and were populated primarily in the fall and winter months. These large settlements consisted of multi-family longhouses lined with sleeping platforms. Villages could include one to ten of these large houses and additional ceremonial spaces, depending on the group (Kopperl et al. 2016: 59). Groups such as the Snoqualmie, whose villages were located from the Cascade mountains to near Puget Sound, relied on fresh and salt water aquatic resources (Mullen-Moses 2019). Others living on or nearer the coast, such as the Duwamish, were primarily reliant on marine resources. Groups living alongside inland lakes and river corridors (Lake Sammamish) employed more diverse subsistence strategies, frequently targeting both aquatic (primarily but not exclusively riverine) and game resources (Ballard 1929:38).

Origin stories are foundational to the understanding of how the world came to be, and form the background against which stories informing the worldview of the Lushootseed speaking peoples are set. Lushootseed origin stories take place in the distant past, at a time when the world was still shifting. Many origin stories revolve around a figure called the Transformer, through whose life and agency order was brought to the world. It was through the telling of these stories that young people learned lessons guiding behavior, familial connections, and relationships (both human and animal), all fundamental to *Huchoosedah*.

Small autonomous towns were linked to larger villages and tribes through trade and marriage, and relationships maintained through social gatherings such as the Sgwigwi, or "inviting" during which towns and villages would gather and wealthy members displayed their status through distribution of wealth. These gatherings, known more commonly as potlaches, also provided the opportunity to celebrate marriages and births, extend social networks and engage in competitive sports. Ceremony and ritual play an important part of the history of the Lushootseed speaking peoples.

> The specialized ecological knowledge employed to maximize both resource use and management/preservation was an integral part of *Huchoosedah*.

During the spring and summer larger communities would split into smaller seasonal groups to target game, fish, and plants (Suttles and Lane 1990). Early observers noted that these camps were frequently located centrally to several different types of resources (Kopperl et al 2016). Food processing could consist of fresh preparation, partial curing (for transport), or full preservation (for winter storage or trade). Spring and summer housing could take a variety of shapes including tent/tipi, square lean-to, or square with gable-like roof. Tent/tipi and square lean-to structures were typically constructed using frame poles covered with mats. Gable-frame structures were more often held together with narrow cedar branches and covered on the roof and three sides with mats (Haberlin and Gunther 1930).

During the proto-contact period, disease epidemics coursed through the Native American population that resided in the southern area of the Salish Sea, necessitating shifts in some of the above-described seasonal rounds (Kopperl et al. 2016). There were upwards of 60 historically-recorded village sites associated with the ethno-historic period but many of these (and broader traditional territories) were ceded through treaties signed in the 1850s (Table 3-3).

Table 3-3: 1850s Treaties and Associated Tribes

Treaty	Date	Tribes Included
Treaty of Medicine Creek	December 26, 1854	Nisqually, Puyallup, Squaxin
Treaty of Point Elliott	January 22, 1855	Duwamish, Suquamish, Snohomish, Snoqualmie, Lummi, Swinomish
Point No Point Treaty, 1855	January 26, 1855	S'Klallum, Chimakum, Skokomish
Yakama Treaty of 1855	June 9, 1855	Yakama

Source: Governor's Office of Indian Affairs, Washington State.

Reservations, created by the treaties, provided insufficient land for living and prevented access to resources. These were not always formed on or in close proximity to traditional, cultural lands or places recognized for their seasonal significance. With this absence of association to home, people did not always prefer to remain living on these reservations.

Euro-Americans also began arriving in Sammamish Valley during the early 1870s. The plentiful water and fertile lands of the valley drew people eager to take advantage of federal programs including the Homestead Act of 1862. This Act promoted the transfer land in the western United States to private ownership. Through certain criteria, people claimed 160-acre parcels of land by

filing their intention and paying a filing fee of $10 and a $2 commission to the land agent at the nearest Land Office. A claim required the individual to demonstrate they lived on the land for a period of five years by constructing a residence, making specific improvements, and actively farming the property. Upon payment of a $6 fee, the claimant received the patent for the land (National Park Service [NPS] N.D.).

The Sammamish Valley community continued to grow in number as did the services and infrastructure. Communication and commerce grew with the establishment of new roads including County Road 33 and County Road 54 (Road History Packet R Langdon Road, Road History Packet RDNO 54). Steamboats also connected small communities such as Adelaide, Donnelly, and Monohan on Lake Sammamish and the Sammamish River. (Bagley 1929, Krafft and Melton 2005, Seattle Times 1998).

Native American communities, during this time, continued to maintain a strong sense of identity and connection such as through participation in cultural and sporting activities (such as canoe races and Indian baseball leagues). Many tribal members also participated in the growing Puget Sound economy, performing jobs in farming, logging, fishing, and other industries.

The mid- and later-20th century saw a resurgence of conflicts between tribes and the Washington State government. Declining fish runs starting as early as the 1940s culminated in the implementation of restrictions on fishing during the 1950s and 1960s. For those who used to fish in Bear Creek and Lake Sammamish, restrictions on fishing caused concern over reprisals from local game wardens. Some, targeting kokanee and even king salmon, would hide gaffing hooks and nets in the trees and shrubs near ideal fishing spots in Bear Creek and small streams flowing from Lake Sammamish (Elsie Irma Zackuse Erickson, quoted in ILTF:4; Mary Anne Hinzman, quoted in ILTF:7).

Today, Tribal people continue to maintain a strong sense of community in and relationship to the Sammamish Valley. The Snoqualmie Tribe, Muckleshoot Indian Tribe, Stillaguamish Tribe of Indians, the Tulalip Tribes, and several other interested Tribes are present and involved in actions and changes involving this eastern portion of the Puget Sound.

> *Additional information regarding Redmond's growth from the 1870s to present is found in the 1998 and 2005 Historic Resources Survey and Inventory, available through the City's Planning Department.*

3.4 Known Cultural Resources in the Redmond Area

There have been numerous cultural resources investigations in the Redmond area. Many of these studies have related to construction and development in the area and have identified additional cultural resources throughout the City. Resources identified in these studies have been reported to the Department of Archaeology and Historic Preservation (DAHP) for inclusion in the Washington Information System for Architectural and Archaeological Records Data (WISAARD) and to the affected Indian tribes.

Some of the resources in WISAARD have been formally evaluated and determined to be eligible for listing on the National Register of Historic Places (NRHP), Washington State Heritage Register (WHR), King County Landmarks, City of Redmond Landmarks (CORL), or Redmond Heritage

Resource Register. Other resources have been located and noted in WISAARD but either fail to meet the threshold for listing or have not been sufficiently evaluated to establish their eligibility. As discussed in RZC Appendix 9.B, State Environmental Policy Act (SEPA), Executive Order 0505, and Section 106 of the National Historic Preservation Act (NHPA) require review of potential project impacts to resources eligible or determined eligible for the NRHP, WHR, and local registers.[1]

The following discussion presents the types of cultural resources currently identified in Redmond. Data on the specific resources is available directly through WISAARD and summarized in the Cultural Resources Management Map Tool.

3.4.1 Prehistoric Period Archaeological Sites

Prehistoric sites are found throughout Redmond and adjacent to its city limits. The sites relate to the use of the area for trade, habitation, and subsistence activities. Site types include pre-contact lithic material and pre-contact camps. Many sites, though not all, are clustered near creeks, rivers, and other waterbodies. The most significant site in the City's boundary area is the Bear Creek Site, located near downtown Redmond. The artifacts found at this site confirm North American settlement of the Puget Sound lowlands prior to 12,000 years ago. These sites, along with other known sites in Redmond, confirm the importance of the area and the need to manage and protect its known and undiscovered resources (Kopperl 2010).

Figure 3-3: Artifact Found at a Prehistoric Period Archaeological Site near Redmond

Located less than a mile south of downtown Redmond, on the shores of Lake Sammamish is the Marymoor Site. More than 1,000 artifacts have been recovered from this King County site including projectile points from an occupation site dating to as early as 1,750 BP (Lockwood 2016).

3.4.2 Traditional Cultural Properties/ Places

Although no TCPs in the Redmond area are currently identified in WISAARD, these sites are part of the heritage and knowledge maintained by the Indian tribes. The COR will continue to seek input on a project by project basis from the affected Indian tribes regarding areas of cultural significance and regarding appropriate procedures and protocols for their protection.

[1] The data in WISAARD should be considered a starting point for determining the approach to cultural resources management and reviewing projects as some records may not be complete and not all areas of the City have been surveyed.

3.4.3 Historic Period Archaeological sites

Historic period archaeological resources in the COR relate to exploration, transportation, settlement, logging, and other activities in the present city boundaries. Many of the settlers who arrived in the Redmond area were drawn to the same locations that had attracted Native Americans, particularly the shorelines of the rivers and streams that provided water, food, and often served as transportation routes. Because the locations were universally attractive, prehistoric sites have been found below historic period and modern settlements.

Figure 3-4: Historic Period Archaeological Artifact

Common site types from the historic period in Redmond include railroads, roads, farmsteads, and scatters of glass, cans, and other man-made materials. Isolated artifacts and sites have been found by individuals on private residential property and through the course of formal cultural resources investigations for large-scale projects. These resources are predominately located in areas that have been previously disturbed, particularly in places where there has been extended use but only limited ground disturbance. For example, many areas of the city that were paved during the middle of the twentieth century only received a light coat of asphalt, preserving cultural materials below the surfaces. Current development patterns often require deeper excavations, revealing intact buried materials.

3.4.4 Historic Buildings and Structures

There are many buildings and structures within the city boundaries that are significant for their association with the development of the area. Of these, 16 are designated as CORLs. The 16 designated CORLs include civic, educational, residential, and commercial structures in the downtown, several farmhouses and farm complexes, and the Redmond Pioneer Cemetery. The Redmond City Park, also known as Anderson Park, is additionally listed on the National Register of Historic Places. Other historic-period resources found in the city include roads, bridges, and railroad segments.

Figure 3-5: Justice White House

The most recent inventory of historic structures was completed in 2005 but did not focus on resources constructed after 1940 (Krafft and Melton 2005). This information is incorporated into the statewide inventory maintained by DAHP

as required under 36 CFR Part 61. The inventory is useful to private developers and city staff in identifying resources that may be eligible for the NRHP, WHR, etc. when planning projects.

3.4.5 Cultural Landscapes

Cultural landscapes are settings humans have created in the natural world. They reflect the ties between people and the land. Examples include farmsteads, ranches, formal gardens, funerary, military sites, commerce sites, and pilgrimage routes to village squares. Cultural landscapes have elements of the landscape integrated with built features and structures. For example, important features on a farmstead would include the pastures and the fence posts as well as barns or residential structures. There are no designated cultural landscapes in Redmond but the some of the remaining large farms, such as the Conrad Olson Farmstead, a designated CORL, could be considered cultural landscapes. Regionally designated examples include the Cedar River Watershed Cultural Landscape and the Central Whidbey Island Historic District.

Figure 3-6: The integration of the built features with the pastures and open space are important elements of the Conrad Olson Farmstead.

4. Procedures and Policies

The procedures and policy direction, briefly described in this chapter are arranged into processes within COR activities during which the CRMP will be employed. Policies regarding cultural resources are located in the City's Comprehensive Plan and corresponding regulations are found within the Redmond Zoning Code. Procedures such as those involving private development review, capital project planning, and the City's daily maintenance and operations have been developed to correspond to adopted policies and regulations. Staff implements, monitors, and manages the procedures for clarity, consistency, and efficiency.

Table 4-1: COR Roles and Relationships to Cultural Resources Management

Person/Group	Typical Project Role	Relationship to Cultural Resources Management
Long Range PlanningCOR	Update and implement plans and codes in the COR related to cultural resources	Policies and codes provide guidance to staff and developers regarding the City's implementation of federal, state, and local laws for managing and protecting cultural resources.
Development Review - Application Project Manager	Review private and COR development applications Condition private and COR development regarding cultural resources requirements	Private development assesses and plans for the possible presence of cultural resources early in the development process. The information obtained during early assessments supports completion of permitting including SEPA and shoreline management.
City Inspectors	Inspect COR's CIP project work or staging areas of construction projects to ensure work meets permit conditions	Inspectors, as needed, ensure the ongoing protection of cultural resources through their engagement with the project manager, and contractors working in the field during COR's CIP project development.
CIP Functional Leads (Public Works Water, Sewer, Wastewater; and Utilities; Transportation Planning and Engineering; Parks and Recreation; Natural Resources)	Propose and manage transportation, parks, utility and other civic infrastructure projects to 30% design	The Functional Lead considers and plans for the possible presence of cultural resources early in a CIP's development workflow. In doing early due diligence and communicating with agencies and affected Indian tribes, the lead analyzes many levels of risk for the project and calculates appropriate project costs. The lead also establishes the path through which cultural resources, as needed, will be managed during project development.
Construction Division Capital Project Managers	Hire and oversee design and construction consultants and contractors for CIP projects	The project manager plays a key role, as needed, in managing and responding to cultural resources during project development. Their role varies significantly during the project's workflow, ranging from confirming the qualifications of cultural resources specialists to implementing and permitting in accordance with an inadvertent discovery plan.
Natural Resource Division Leads	Manage the maintenance of restoration sites	Some City-owned properties include known cultural resources. The Natural Resources division lead carefully plans and implements management plans specific to each location and resource and maintains communication with

Person/Group	Typical Project Role	Relationship to Cultural Resources Management
		agencies and affected Indian tribes as part of the management.
Public Works Maintenance and Construction	Maintain roads and associated infrastructure owned by the COR	Maintenance and operations staff consider cultural resources as part of their daily work in the field with infrastructure management. Often, staff work in already disturbed areas though also, on occasion, in undisturbed soil and therefore operate in similar manner to a Functional Lead and project manager for capital improvements. Staff also maintain a high degree of training that helps them respond to inadvertent discoveries.
Parks and Recreation Maintenance Leads	Maintain parks and associated infrastructure owned by the COR	Maintenance and operations staff consider cultural resources as part of their daily work in the field with parks and facility management. Based on the location, staff operate in similar manner to a Functional Lead and project manager for capital improvements. Staff also maintain a high degree of training that helps them respond to inadvertent discoveries.
Washington Conservation Corps (WCC) Crews	Maintain restoration sites	Crew work is planned in advance through the Natural Resources division and therefore, takes into account appropriate planning for careful management of cultural resources. Similar to maintenance and operations staff, WCC crews work under the guidance of leads that have a high degree of training that helps them respond to inadvertent discoveries.
Records Coordinator	Respond to Public Information Requests	Information regarding the location of archaeological resources is protected by federal and state law. Records regarding cultural resources are securely maintained and as directed, some information is exempt from disclosure. Staff who manage records receive frequent training regarding appropriate document and information management.

Notes: SEPA = State Environmental Policy Act; WCC = Washington Conservation Corps

4.1 Cultural Resources Management Map Tool

COR staff will use cultural resources management map tool provided by the DAHP, specific to known archaeological sites when planning for and reviewing proposed development and capital projects within Redmond to avoid impacts to Cultural Resources Management Map Tool

The Cultural Resources Management Map Tool will help the COR staff to complete a preliminary assessment of the probability of encountering cultural resources which could be adversely affected by development and construction activities.

4.1.1 Cultural Resources Management Map Tool Use

Use of the Cultural Resources Management Map Tool will be restricted to COR staff. Community members, project applicants, developers, and residents will not have access to the Cultural Resources Management Map Tool or any associated map products, but will receive information from COR offices and from members of the COR Development Services team

4.2 Procedure for City of Redmond Funded Projects

The COR provides funding for a variety of projects that may impact cultural resources. Redmond's many buildings, parks, utilities, and streets require on-going maintenance. Larger investments in civic infrastructure are accomplished through the CIP Program. Figure 4-1 shows the groups responsible for project planning, implementation, and construction of COR funded projects.

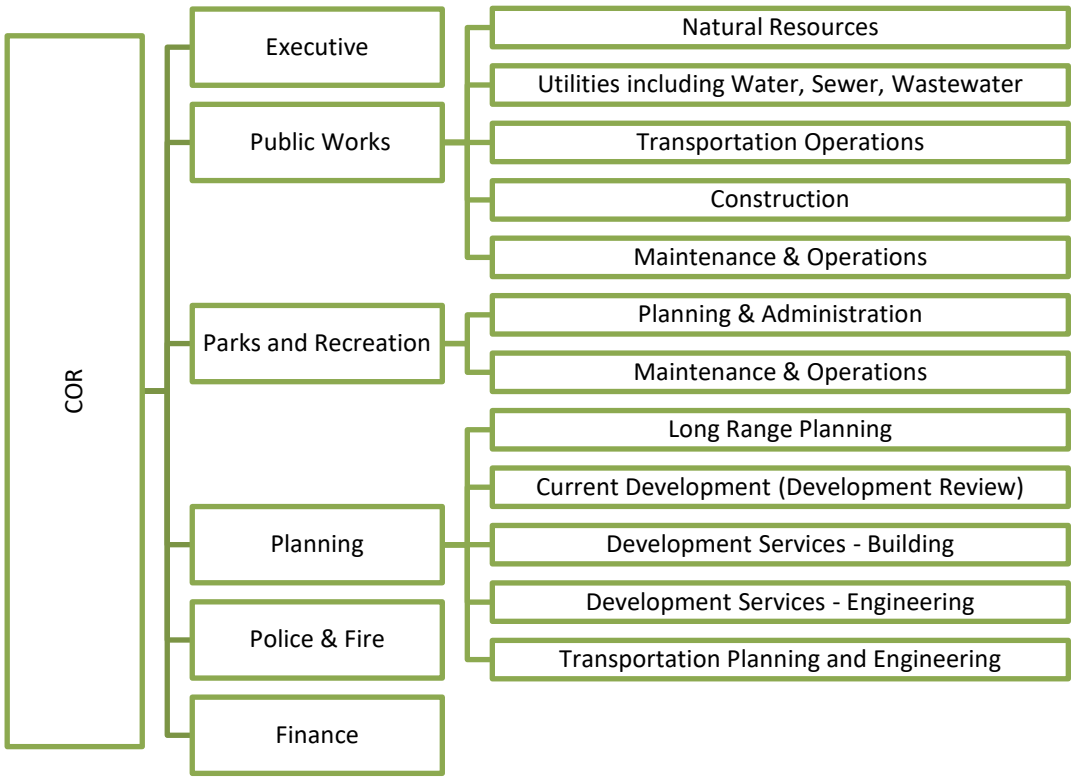

Figure 4-1: Groups Involved in CRMP Planning and Implementation

4.2.1 Maintenance and Operation Projects

Various groups within the COR maintain the buildings, parks, utilities, streets and other land owned by the City. The Parks and Recreation and the Public Works departments have their own maintenance divisions that perform routine maintenance projects. Larger and more complex maintenance projects may be managed by the Public Works Construction Division.

The Parks and Recreation Maintenance & Operations division is responsible for landscaping work as well as maintenance of infrastructure and structures in City parks. The Public Works Maintenance and Operations Division is responsible for ongoing maintenance needs of all public streets, traffic, water, stormwater, and wastewater utilities. Maintenance falls into several categories: work on City owned buildings and structures; work performed on built features such as stormwater facilities; work in previously disturbed soils; and work on unimproved land or native soils.

For both the Parks and Public Works maintenance and operations divisions, Redmond staff review projects and when necessary, follow the process to obtain a COA for work on or near the specified built cultural resources associated with designated features of the CORL.

Other maintenance activities are performed on assets delivered through the Capital Construction and Development Services process. The majority of these duties are performed on built elements such as utility pipes, constructed stormwater ponds, and sidewalk repairs.

There are other tasks that Public Works maintenance staff perform that interface more directly with soils or the natural environment. Maintenance activities that are performed on underground utilities, such as water service line and stormwater pipe repairs, are performed in soils that have been previously excavated, backfilled, and compacted during the original construction projects. Of the activities performed by the City's maintenance divisions, it is estimated that a limited number add infrastructure or disturb native soils. These include clearing of park lands that are categorized as unimproved, installing new utility infrastructure, or dredging streams to remove silts deposited from the stormwater system. Additional vegetation and other elements at stream restoration sites are managed by the Public Works Natural Resources division which contracts with the Washington Conservation Corps (WCC). When work is performed in proximity to known cultural resources (archaeological), a management plan takes precedence and the work might be monitored by a qualified archaeologist. In addition, some maintenance and operations activities are exempt from cultural resources review, as approved by DAHP and affected Indian tribes (RZC Appendix 9.C).

Figure 4-2 Unanticipated discovery of historic-period, buried resources.

The responsibilities and procedures for the group leads and COR for maintenance of non-CIP projects are described in more detail in the protocols for Maintenance and Operations and for Agency and Tribal Coordination (RZC Appendix 9.D).

Some COR sites and landmarks for which maintenance and operations groups are responsible may be vulnerable to impacts from climate change including: flooding from glacier melt; damage from more severe weather patterns including rain and windstorms; changes in heat and humidity which can cause deterioration; and risks from wildfires. Preservation activities for known sites and structures should incorporate stewardship practices to identify vulnerabilities and lessen risks as possible. Emergency response protocols take those vulnerabilities into account. The NPS, as the lead federal agency for the care and management of cultural resources, has issued a Cultural Resources Climate Change Strategy document (Rockman et al 2016). Maintenance and operations leads may also wish to consult this document for further guidance on preparedness and response to climate-change related risks and impacts to COR sites and landmarks.

4.2.1.1 Unplanned or emergency response

The COR maintenance and operations groups may be required to implement unplanned or emergency responses in the event of fire, flooding, significant property damage from vandalism, or as a result of other unplanned, unexpected events. Emergency response may require that some response activities to protect human life or property occur prior to initiating this procedure.

4.2.2 Capital Investment Program Planning

The Capital Investment Program (CIP) is a six-year plan for infrastructure investments to implement Redmond's vision and priorities. It includes project investments intended to preserve and maintain infrastructure, keep pace with growth, and enhance community character. Most CIP projects are initiated by a functional group such as the Transportation Planning & Engineering Division, Utilities, or Parks Planning. The Functional Lead from the respective division(s) often obtains necessary permits from the COR and from any state or federal agencies. This permitting activity might also occur later during construction phases by the Construction Division Capital Project Manager. The Construction Division manages construction work, typically through a contract with an outside construction company.

The COR manages capital projects in the context of cultural resources to increase predictability regarding the presence of resources and for efficient use of public funds in the development of capital projects. In doing so, inadvertent impacts to cultural resources can be avoided or reduced, additional time for mitigating unintended impacts once construction has started avoided or limited, and compliance with federal, state, and local laws ensured[2].

4.2.2.1 Project Planning and Budgeting

Prior to being added to the CIP list a project must undergo risk assessment and cost estimating. cultural resources are considered during the budgeting/risk assessment because projects requiring cultural resources survey or monitoring will need to plan for the additional funding. Project funds are not yet assigned at this point in project lifecycle and it is, therefore, not possible to conduct cultural resources surveys or evaluations. However, consideration for the sensitivity of the location of the planned work will ensure adequate funds are available to conduct detailed studies if they are necessary.

The Functional Lead evaluates the probability of encountering cultural resources. The COR is responsible for coordinating with DAHP and the affected Indian tribes to identify the sensitivity of the proposed project area and recommending the initial cultural resources management approach for the project to the Functional Lead.

[2] Applicable laws and regulations are described in RZC Appendix 9.B.

4.2.2.2 Capital Investment Strategy and Capital Investment Program List Review

The 6-year CIP list is revisited biennially. A project may be removed or added based upon changing priorities, and project elements may be revised. To account for changes, cultural resources are also reconsidered, and any revisions incorporated into the cultural resources management approach.

The Mayor completes a recommendation to the City Council in the fall of the budget year. At this time, the budget including the six-year Capital Investment Program becomes available for review and consultation with DAHP and the affected Indian tribes.

4.2.2.3 Capital Investment Program Project Planning and Design (Up to 30%) Procedures

Following project approval and the adoption of the budget by the City Council, projects are initiated with a kick-off meeting and development of the Project Charter document. The Project Charter identifies the goals and risks of the project including the probability of encountering cultural resources. Since a project's first consideration as part of functional planning, conditions may have changed in the project area. For example, the project footprint may have been refined and/or new cultural resources may have been identified. A reassessment of the probability of cultural resources enhances predictability and clarity at this time in project lifecycle. While the COR is responsible for coordinating with the affected Indian tribes and DAHP and providing recommendations for the cultural resources management approach, formal government to government consultation required under National Environmental Policy Act (NEPA) or Section 106 of the NHPA is the responsibility of the respective federal agency or their designee (i.e. Washington Department of Transportation [WSDOT] for project receiving Federal Highway Administration [FHWA] funds).

Figure 4-3 Curation entails cleaning and preparing artificats for display or storage.

Consultation with DAHP and affected Indian tribes helps determine the appropriate response when a project is located in areas with a moderate- to highly probable occurrence of cultural resources. Responses include the hiring of qualified cultural resources consultants and guidelines for reviewing, commenting on, and distributing the results of a cultural resources survey for further review. cultural resources surveys, initiated early in the project design process, allow ample time for developing project alternatives and/or planning for appropriate mitigation.

4.2.2.4 Capital Investment Program Final Design and Construction Phase

The final design and construction phase of projects is managed by the Construction Engineering Division in the Department of Public Works. With the exception of small or routine maintenance projects3, construction is typically performed by a third-party contractor. Requirements regarding

[3] Exemption provided in RZC Appendix 9.C

cultural resources monitoring and/or mitigation plans are integrated into the contractor bidding process.

At project completion, a cultural resources debriefing checklist summarizes the consultation process, any avoidance or minimization measures employed, summary of construction monitoring, and any inadvertent discoveries encountered during the project. If mitigation was required for the project such as development of interpretive materials, the results of these activities are incorporated into the debriefing checklist by the COR and their progress reported periodically to DAHP and the affected Indian tribes.

4.3 Private Development Permitting and Review

Private development projects require permits from the COR Planning Department. Private development projects requiring ground disturbing work may require a cultural resources survey prior to receiving permits to comply with State and Federal laws, and the Redmond Zoning Code (RZC). In addition, land-use permits, construction permits and demolition applications are handled by Planners in the Development Services Group.

There are multiple permit types and paths to submit applications. Certain permits will be exempt from cultural resources review, as approved by DAHP and affected Indian tribes. The list of the exempt permit types is included in RZC Appendix 9.C and includes activities where the permit is obtained over the counter at the time of application and no additional staff review occurs.

The COR reviews permit applications for non-exempt activities in areas of moderate to high probability for cultural resources to propose a preliminary recommendation whether a cultural resources survey or other approach to cultural resources management is likely to be required. DAHP and affected Indian tribes review the preliminary recommendation and issue recommended requirements for the project's cultural resources approach. Approaches may include using an archaeological monitor during geotechnical boring or construction. If a survey or other measures are required, the COR also reviews the cultural resources survey report, routes to affected Indian tribes and DAHP for review, coordinates with the DAHP regarding their letter of concurrence or additional recommendations to the report and informs the planner of any permit conditions related to cultural resources management such as archaeological monitoring during construction. The protocols for Private Development Cultural Resources Survey Requirements and Report Review provide information on the responsibilities of Redmond staff members, flowcharts, and checklists.

4.4 Tribal, Community, and Agency Coordination and Consultation

COR recognizes that successful management and protection of cultural resources requires continued consultation and collaboration with affected Indian tribes, agencies, and community members. Mechanisms for continued communication and consultation include regular meetings with affected Indian tribes, agencies, and community groups to discuss sensitive areas and issues of

concern; periodic review of the CRMP (see CRMP Review and Revision); and active consultation for projects funded or permitted by the COR.

4.4.1 COR Funded Projects

The timing and the parties involved will vary based on the type of project or undertaking. Some activities, such as planned routine maintenance activities, will only require limited communication. Other projects such as multi-year, multi-phase construction projects will entail frequent communication and coordination with DAHP and the affected Indian tribes.

For CIP Projects with extended planning periods, agencies, affected Indian tribes, and consulting parties will be involved during the planning phase and at key points in the project lifecycle.

Figure 4-4 Bear Creek Interpretive Trail

4.4.2 Private Development

Results of any cultural resources surveys will be distributed to affected Indian tribes and DAHP per Revised Code of Washington (RCW) 27.53.

Tribal and DAHP feedback will also be considered when implementing monitoring and or avoidance measures into permit conditions.

Additional information on the consultation process and responsibilities can be found in the Protocol for Private Development Cultural Resources Survey Requirements and Report Review.

4.5 Requests for Information from the Public

Periodically the COR receives requests for information from private developers or members of the public relating to cultural resources on particular parcels or the results of previous cultural resources survey reports. Under Revised Code of Washington (RCW) 42.56.300, information on archaeological sites is exempt from public disclosure. Per the City's data sharing agreement, the CORCOR will notify DAHP of the public records request within five days of its receipt when the public records request involves the shared data or products produced from the data. With guidance from the City's attorney and City clerk, the COR may distribute redacted copies of reports to members of the public or direct property owners to DAHP to obtain details of archaeological and cultural resources on their property. The procedure for responding to requests for information is described in the Protocol for Secure Document Management.

4.6 Cultural Resources Monitoring

Cultural resources monitoring will be employed for COR funded projects or privately developed projects permitted by the COR when recommended in a cultural resources survey report or required by the COR in consultation with the affected Indian Tribes and the DAHP. Monitoring will most frequently be required during ground disturbing work for construction projects. Based on

coordination with the affected Indian tribes and/or the DAHP, monitoring may also be required by the COR for projects by City maintenance and operation crews where the scope of ground disturbing work does not warrant a cultural survey, but the work will occur in an area of moderate to high probability for or an area of known cultural resources. In some cases, with approval from the affected Indian tribes, it may be possible to substitute the use of an archaeological monitor with a cultural monitor from one of the tribes.

Monitoring protocols will depend on the scope, scale and nature of the activity or project. For example, ground disturbing activities such as road paving with limited widening within the established right-of-way in a heavily developed and well-documented area may only require monitoring in specific project areas, while new construction in previously undisturbed areas with high potential for archaeological, cultural or historic resources may require full-time monitoring of all ground disturbing activities. The protocol for Construction Monitoring provides additional information on required monitoring and templates for monitoring and Inadvertent Discovery Plans (IDPs).

Figure 4-5 Archaeological monitoring may be required for geotechnical boring or ground disturbing work in moderate or high probability areas.

5. References

Review provided by the signatories and contributing parties of the Memorandum of Agreement Among U.S. Army Corps of Engineers, Federal Highway Administration, Washington State Department of Archaeology and Historic Preservation, City of Redmond, and Washington State Department of Transportation Regarding Treatment of Adverse Effects to the Bear Creek Site (45KI839), Redmond, King County, Washington.

Significant contributions by Steven Mullen-Moses, Director of Archaeology and Historic Preservation, and Adam Osbekoff, Assistant Director of Archaeology and Historic Preservation, Snoqualmie Tribe; Kerry Lyste, Tribal Historic Preservation Officer, Stillaguamish Tribe of Indians; Laura Murphy, Archaeologist, Muckleshoot Indian Tribe; and Richard Young, Cultural Resources Manager, and Gene Enick, Tulalip Tribes.

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Redmond Plat

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Sikes 2nd Addition to the Town of Redmond Plat

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Standard Operations, Protocols and Procedures

CRMP

The following are intended as stand-alone actions that may be employed during phases of a project's planning, design, and construction.

It is possible that not all of the following will apply during a project lifecycle.

Included are protocols for (linked below):

- Private Development Cultural Resources Review
- Determining Cultural Resources Approach
- Budgeting for Cultural Resource Services (Capital Investment Program)
- Agency and Tribal Coordination
- Consultant Selection, Scope of Work, and Cultural Resources Report Review (City Funded Projects)
- Cultural Resources Monitoring (City Funded Projects)
- Project Completion (Capital Investment Projects)

Protocol for Private Development Cultural Resources Review

Contents

Introduction:

The approach for private development applications is to begin implementation of cultural resource assessments early in the process to first determine based on proposed project location, what steps are needed and then integrate the cultural resource management steps with the permit process workflows as much as possible. Procedures described herein will take place in accordance with timelines mandated by federal, state, and local laws.

Applicants for land use, building, and demolition permits will likely need to conduct cultural resources studies if the proposed project is located in an area with high probability of containing cultural resources or the study is otherwise required by the affected Indian tribes and/or the Department of Archaeology and Historic Preservation (DAHP). The citywide Cultural Resources Management Map provides a preliminary approximation of the probability of cultural resources being present and indicates the need for assessment regarding possible archaeological resources. This will typically consist of a cultural resources survey, accompanying report evaluating the potential of the project impacting cultural resources, and recommendations for response to potential cultural resources.

Certain permits will be exempt from cultural resources review. The list of the exempt permit types is included in RZC Appendix 9.C to the CRMP and includes activities where the permit is obtained over the counter at the time of application and no staff review occurs. This protocol provides information on the responsibilities of Redmond staff members, flowcharts, and checklists.

Over the Counter Permits (Exempt projects)

Permits for routine projects requiring minimal ground disturbance on properties with existing development may be exempt* from cultural resources review. A complete list of these permits is attached to the Cultural Resources Management Plan (CRMP) in RZC Appendix 9.C. They are typically obtained online or over the counter with no review by the Planning staff. The homeowner or contractor will complete the work and arrange for a city inspector to conduct a site visit to evaluate the work.

Unless the project is located in a known archaeological site, the Development Review staff will notify the applicant of the probability of archaeological resources based on preliminary review of the Cultural Resources Management Map and direct the applicant to the Inadvertent Discovery brochure describing cultural resources and procedures to follow in the event cultural materials are found. During the site visit, the inspector will be responsible for following the Inadvertent Discovery Procedure if cultural materials are observed.

If the project is located in a known archaeological site, the Development Review staff will condition the application to work with the DAHP to determine required procedures including the possible contracting with a professional archaeologist. The archaeologist, when required, will survey the site in advance of ground disturbing activities and obtain, when necessary, the appropriate permit and letter of concurrence from the DAHP.

Permit Procedures - Non-Exempt

Development review includes optional and required review procedures such as pre-application (Pre-App), single-family existing lot feasibility study (SFEL) meeting(s), Pre-Review Entitlement Process (PREP), and formal application.

Using the Cultural Resources Management Map, the Project Manager will consider whether cultural resources concerns are present within a project site. Consideration accounts for both the extent of the project site and its anticipated ground disturbing activities. The Project Manager will provide to the applicant written comments such as in the project's issues matrix and, when part of the permit review process, in-person comments during participation in the Pre-App conference or SFEL feasibility study.

For projects located in areas of high probability, the project proposal and site conditions will be reviewed with the DAHP and affected Indian tribes. Based on their recommendations or requests, the Project Manager will condition the application to pursue a cultural resources study as part of their due diligence in preparing the development application or request specific information as identified by the DAHP or affected Indian tribes.

Applicants may elect to combine their geotechnical work with archaeological considerations to obtain a timely understanding of cultural resources probability.

Factors considered during the review include:

- Probability of encountering cultural resources (per the Cultural Resources Management Map)
- Previous use of the project site and adjacent areas
- Existing conditions including amount of ground disturbance
- Proposed construction methods and depth of project-related ground disturbance, if available
- Presence of historic-period resources, and proximity to City of Redmond Landmarks and other known resources
- Requirements for cultural resources approach from the affected Indian tribes and DAHP

- The planning staff will update the CR Tracking Tool and the project issues matrix and inform the applicant of any required activities related to cultural resources management. The applicant will retain a cultural resources consultant(s) meeting the standards for professional qualifications (RCW 27.53.030 and 36 CFR Part 61 f). When the results of surveys and other studies are received the Project Manager will review and provide these documents to DAHP and the affected Indian tribes for their standard 30-day review and comment.

Cultural Resources Report Review

If a cultural resources report is required, the Project Manager will store the document in the approved, confidential folder and flag EnerGov that the document has been received. The Project Manager will review the report and update the issues matrix, when necessary, with the results of their review. Factors considered in the review include:

- Project description explains project and potential impacts
- Quality of research sources
- Survey adequately covers locations of potential impacts
- Recommendations for National Register of Historic Places eligibility and effects to resources identified meet National Park Service and DAHP standards.
- Adequate supporting documentation (Maps and Photographs, Historic Property Inventory Forms, Isolate Forms, Archaeological Site Forms)

After working with the CR consultant to confirm the accuracy and completeness of the report, the Project Manager will distribute the report to DAHP and the affected Indian tribes for their standard 30-day review. Based on their review, the Project Manager will include requirements for monitoring, avoidance, or protective measures to be implemented by the project applicant during construction in the Issues Matrix. This could also include additional or changed requirements from DAHP and the affected Indian tribes for the CR consultant. The requirements will be noted in the Issues Matrix.

Once the cultural resources survey report is final, staff will update the Cultural Resources Management Map with the interim results of the survey.

Environmental Review

After an application is submitted, either at the conclusion of the PREP process or upon submittal of a Formal Application, the project will undergo environmental review. The environmental review includes the SEPA process and public comment period required for all major land use applications. When preparing the environmental review documents, the planning staff will incorporate the findings of cultural resources survey reports and other studies as the cultural resources report and companion documents will not be attached to the SEPA application due to their disclosure status under RCW 42.56.300. The SEPA determination and associated documents will be provided to DAHP and the affected Indian tribes for review. Additional studies may be requested to address comments from DAHP and the affected Indian tribes, however it is advised that many of these issues are captured during the early reviews required for Pre-App and the PREP process.

REFERENCE: Cultural Resources Survey Report Review Checklist (Completed by Project Manager)

1	**Principal Investigator(s)**
	☐ Meets Secretary of the Interior's Professional Qualification Standards for appropriate disciplines (i.e. archaeology, architectural history)
	Comments:

2	**Project Description**
	Location
	Construction areas
	Haul routes
	Staging areas
	Depth of ground disturbance
	Timeline
	Time of year
	Hours of construction
	Equipment proposed
	Ground disturbing
	Noise producing
	Light/ Glare Producing
	Comments:

3	**Regulatory Setting (Circle all that apply)**				
	Funding Source:	Local	State	Federal	Private
	Permit Required:	Local	State	Federal	

	Comments:

4	**Area of Potential Effects or Study Area**
	☐ USGS Map
	☐ Aerial photograph
	☐ Includes direct and indirect impacts
	Comments:

5	**Methods**
	Literature Review
	☐ WISAARD
	☐ Local Repositories
	☐ Tribal Sources including informal consultation (a primary resource)
	Tribal Coordination
	☐ Outreach to the tribes
	Field studies
	☐ Pedestrian
	o Sufficient coverage for APE/study area
	☐ Shovel Probes

5	**Methods**
	o Sufficient coverage for APE/study area
	☐ Architectural surveys include visual/auditory impacts
	Comments:

6	**Literature Review**
	☐ Appropriate to scope of the project
	☐ Variety of sources including primary
	☐ Covers prehistory, ethnography, historic context, and informal Tribal consultation
	Comments:

7	**Results**
	General
	☐ Field methods match the described methods or indicate why the deviation
	☐ Photographs of general vicinity and survey area
	Archaeology
	☐ Photographs of shovel probes
	☐ Tables with soil profiles
	☐ Photographs of context and specific conditions at sites (if applicable)
	☐ Photographs of artifacts (if applicable)
	Historic Structures
	☐ Photographs of vicinity, landscape, individual structures including outbuildings
	☐ Statement of significance

	☐ Relates to specific historic context of the area
	☐ Physical Description
	☐ Includes landscape and context
	Supporting Documentation
	☐ Isolate Forms
	☐ Archaeological Site Forms
	☐ Historic Property Inventory Forms
	Comments:

8	**NRHP Eligibility Evaluations (both archaeology and historic structures)**
	☐ Addresses all 4 criteria Criteria for Evaluation: The quality of significance in American history, architecture, archeology, engineering, and culture is present in districts, sites, buildings, structures, and objects that possess integrity of location, design, setting, materials, workmanship, feeling, and association, and: 1. That are associated with events that have made a significant contribution to the broad patterns of our history; or 2. That are associated with the lives of significant persons in our past; or 3. That embody 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; or 4. That have yielded or may be likely to yield, information important in history or prehistory. *(Source: https://www.nps.gov/nr/publications/bulletins/nrb15/nrb15_2.htm, 2/26/2018)*
	☐ Includes consideration for local significance
	☐ Addresses City of Redmond Heritage Register
	Comments:

9	**Effects**
	☐ No Historic Properties affected
	☐ Long-term
	☐ Short-term
	☐ Visual and auditory
	☐ No Historic Properties affected
	Comments:

10	**Recommendations**
	Options provided for each measure are appropriate to the impact and significance of the eligible resource:
	☐ Avoidance
	☐ Minimization
	☐ Mitigation
	☐ Other (construction monitoring, use of a specialized Inadvertent Discovery Plan or Treatment Plan)
	Comments:

Tribal Consultation Checklist (Completed by Project Manager)

1	Applicant Name
	Permit Application Number
	Point of Contact
	Anticipated Construction Date
	Funding Source(s)
	Comments:

2	**Regulatory Context**
	☐ Executive Order 0505
	☐ SEPA
	☐ Section 106
	☐ NEPA
	☐ Redmond Code
	☐ Other
	Comments:

3	**Location**
	Address
	Township, Range Section
	Legal Description
	Parcel Number(s)
	Acre(s)
	Comments:

4	**Project Description/ Anticipated Level of Ground Disturbance**
	Comments:

5	**Attachments**
	☐ Aerial Imagery
	☐ Photos
	☐ Other:

6	**Recommendations**
	☐ No potential to cause effects (no resources present, area previously surveyed)
	☐ Low potential to cause effects (no resources present, low probability area)
	☐ Potential to cause effects (moderate probability area without previous survey)
	☐ Insufficient information to reach a recommendation (high probability area without previous survey)

7	**Action Recommended**
	☐ Cultural Resources Survey
	o Phase 1 (literature review)
	o Phase 2 (field survey with shovel probes)
	o Phase 3 (testing)
	☐ Construction Monitoring
	☐ Custom Treatment or Inadvertent Discovery Plan
	☐ Tribal Monitoring
	☐ Other (Training for contractors, architectural monitoring)

8	**Sources reviewed (check all that apply)**
	☐ Project Plans
	☐ Project description
	☐ Mapped soils
	☐ Geomorphology
	☐ Modern land use patterns
	☐ Historic Maps
	☐ Historic Aerials
	☐ DAHP WISAARD
	☐ DAHP/ Redmond Predictive Model
	☐ Tribal contacts
	Redmond Historic Preservation Officer Signature: Date:

9	**For completion by the tribes**		
	☐ Please provide further information on the project		
	☐ We have no interest in consulting on the project		
	☐ Please include the tribe in further communications on the project		
	☐ Comments:		
	Tribal Historic Preservation Officer	Signature:	Date:

Contacts and Resources

Name	Title	Phone	Email

Revision Record

Revision Number	Date	Approvals	Approved by (Initials)
1 (original)			

Protocol for Determining Cultural Resources Approach

Contents

Introduction:

This protocol provides the procedures and workflows for City employees to make the initial determination of what cultural resources services need to be applied to projects in the City of Redmond. The Redmond Historic Preservation Officer (RHPO) together with other staff from Planning, Public Works, Parks and other departments as applicable will then work collaboratively to establish an approach to cultural resources management for key milestones in the projects. The cultural resources approach will be implemented when following these procedures:

- Capital Investment Program Budgeting
- Capital Investment Program Survey Reports
- Private Development Review (Application Project Manager is the lead)
- Maintenance and Operations

Determining the Approach

The approach to cultural resources will be determined by the location of the project, proximity to known cultural resources, and the potential for impacts to those resources from project activities. COR staff will work collaboratively, including with the RHPO for capital investment, maintenance and operations, to review the project location, ground disturbing activities, and check the cultural resources management map tool.

Services may include a survey by qualified cultural resources professionals and/or monitoring by archaeologists during construction or geotechnical boring. The RHPO will check with the DAHP and affected Indian tribes to confirm what services are required. The affected Indian tribes may request to send a tribal member to observe ground disturbing work (cultural monitoring). The Cultural Resources Services Approach Procedure flowchart illustrates the process and considerations for developing the approach. Based upon the results of the initial services additional cultural resources management activities may be required and the approach will be confirmed as project moves through the project lifecycle.

Protocol for Budgeting for Cultural Resources Services

Capital Investment Programs

Contents

Introduction

Functional Leads for City of Redmond capital projects will consider the needs for cultural resource management at an early stage in project planning using the CIP budgeting/cost and risk assessment tools. Cultural resources services required will vary based upon the project, location(s), and probability of encountering cultural resources in the area. This protocol provides information on the responsibilities of Redmond staff members, flowcharts, and checklists.

Project Budgeting

When preparing projects for inclusion in their department's Functional Plan, Functional Leads will work with the RHPO to develop an approach to cultural resources management for each project included in the plan. Some activities such as speed bumps and other traffic calming devices will be exempt from review (RZC Appendix 9.C Exemptions). In developing the approach, the Functional Lead and RHPO will consider both cultural resources services that should be included in the budgets for individual projects as well as required consultation with affected Indian tribes. The RHPO will use the cultural resources management map tool to assess the probability of encountering cultural resources and provide a recommended approach to the Functional Lead. Other considerations for the approach to cultural resources management will include:

- Existing disturbance of the area
- Extent including depth of proposed ground disturbance
- Presence of and proximity to City of Redmond Landmarks
- Preliminary recommendations of the Department of Archaeology and Historic Preservation and the affected Indian tribes

Based on the recommended approach and anticipated cultural resources services, the Functional Lead will consult the cost table to establish the budgets for services and contingency for each project. These costs will be included in the functional cost estimate template (utilities, parks, transportation, etc.) for the project that is then included in a functional plan or other document. Services will vary based upon the project but may include a cultural resources survey report and/or geotechnical monitoring by a professional archaeologist. The cultural resources budgeting checklist is an optional resource to evaluate and document the approach to cultural resource management and for coordinating with associated CIP checklists.

When the project is proposed for the initial draft of the CIP, the Functional Lead and the Capital Project Manager will work with the RHPO to develop an updated budget for cultural resources services. This secondary review will account for new information about the project scope, new information about the conditions in the project area, and new federal, state, or local regulations pertaining to cultural resources.

In the event of changes to the project scope or elapsed time since previous review, in advance of and in preparation for construction, the Functional Lead and RHPO will confirm the cultural resources approach and budget.

Cost Estimating Table (2017)

Activity Number	Activity	Estimated Time to Complete	Estimated Cost
1	Background research on small parcel (< 5 acres) by qualified professional (Phase 1 Survey)*	5 days + 30 day agency/tribe review	$5,000
2	Pedestrian survey and limited shovel probes by qualified professionals of a small parcel (<5 acres) that results in no finds (Phase 2 Survey)*[1]	30 days+30 day agency/tribe review	$25,000
3	Additional shovel probes to verify the boundaries and testing to evaluate NRHP eligibility of a small site (2 testing units) (Phase 3 Survey)*	30 days+30 day agency/tribe review	$20,000
4	Use of monitor during geotechnical boring	During ground disturbing activities	$125 (per hour)
5	Use of monitor during construction	During ground disturbing activities	$125 (per hour)
6	Data recovery of site requiring < 20 excavation blocks (1 x 1m)**	6 months to 1 year	$200,000
7	Mitigation – specialized photography, interpretive plans, etc.*	6 months to 1 year	$30,000

*Includes report, required forms, and limited coordination with agencies and affected Indian tribes
**Includes report, required forms, and limited coordination with agencies and affected Indian tribes, artifact preparation but not curation
[1]Add an additional 10% (of $25,000) for linear projects where access to site may not allow continuous survey and/or an additional 25% (of $25,000) per acre surveyed for larger parcels.
Costs for Data Recovery and Mitigation should be included in the contingency for any project with a finding of "A potential to cause effects (high probability area with previous survey) or Insufficient information to reach a recommendation (high probability area without previous survey or inconclusive survey)"

Project Budgeting Checklist (A Resources Accessed via CIS Checklists: Budget Estimation and Risk Assessment)

1	**Project Name**
	Point of Contact
	Anticipated Construction Date
	Funding Source(s) such as COR, State, Federal List all that potentially apply
	Expected Regulatory Context (NEPA, SEPA, Redmond Code, etc. List all that potentially apply)

2	**Location**
	Address
	Acre(s)
	Comments:

3	**Project Description (attach site photos)**

4	**Screening Review Results (Check all known or identified in review)**
	☐ Moderate or High Probability Area per cultural resources management map tool

4	**Screening Review Results (Check all known or identified in review)**
	☐ Areas of known significance to affected Indian tribes
	☐ Recorded Archaeological Sites
	☐ National, State or Local Register Sites
	☐ Human Burials or Cemeteries
	☐ Buildings/Structures/Roads/Built Features 45 years or older
	Comments

5	**Recommendations**
	☐ No potential to cause effects (no resources present, previously surveyed)
	☐ Low potential to cause effects (no resources present, low probability area)
	☐ A potential to cause effects (high probability area with previous survey)
	☐ Insufficient information to reach a recommendation (high probability area without previous survey or inconclusive survey)

6	**Action Required (Check all that Apply)**
	☐ Cultural Resources Survey
	o Phase 1 (literature review)
	o Phase 2 (field survey with shovel probes)
	o Phase 3 (testing)
	☐ Construction Monitoring
	☐ Custom Treatment or Inadvertent Discovery Plan
	☐ Tribal Monitoring
	☐ Other (Training for contractors, architectural monitoring)

7	Service (s) Cost Estimation	
	Contingency Cost Estimation	
	Redmond Historic Preservation Officer Signature	
	Functional Lead Signature	

Protocol for Agency and Tribal Coordination

Contents

Introduction

The City of Redmond (COR) recognizes that successful management and protection of cultural resources requires continued coordination and collaboration with affected Indian tribes and the Department of Archaeology and Historic Preservation (DAHP). Mechanisms for continued communication and consultation include telephone calls and meetings with affected Indian tribes to discuss sensitive areas and issues of concern and active coordination for projects funded or approved for development by the COR. This protocol provides information, flowcharts, and checklists describing the responsibilities of Redmond staff members.

Activities Requiring Coordination and Consultation

The COR will coordinate and consult with the affected Indian tribes and DAHP at a variety of intervals. The following table identifies the activities requiring consultation, parties involved, and typical timing.

Consultation Matrix

Activity	Triggers	Consulting Parties	Documentation Required	Implementation Schedule	Response Time
Cultural Resources Management Protocols	RZC Appendix 9.E Cultural Resources Management Plan Review and Revisions	Bear Creek MOA Signatories	Proposed Changes	RZC Appendix 9.E Cultural Resources Management Plan Review and Revisions	30 Days
COR Funded Projects Initial Funding	Project in high probability area	Affected Indian tribes and DAHP	• List with locations, project name, and summary of proposed work • Tribal Consultation Checklist	As needed	30 Days
COR Funded Project Initiation	Projects in high probability area	Affected Indian tribes and DAHP	• Project description, location, and timing, additional project work ask required • Tribal Coordination Checklist	As needed	30 Days
COR Funded Project Completion	Projects in high probability area with monitoring and/or mitigation requirements	Affected Indian tribes and DAHP	Cultural Resources Debriefing Checklist	Project completion	30 Days
COR Maintenance	Non-exempt, ground disturbing projects in high probability area	Affected Indian tribes and DAHP	Project description, location, and timing	Annually	30 Days
COR Emergency Maintenance	Unplanned project requiring ground disturbance	Affected Indian tribes and DAHP	Notice from RHPO to facilitate use of a monitor	As needed	24 Hours

Activity	Triggers	Consulting Parties	Documentation Required	Implementation Schedule	Response Time
	within 30 days				
Private Development Permit *	RZC 21.30 Historic and Archaeo-logical Resources	Affected Indian tribes and DAHP	• Description of work • Permit Application Review Checklist	RZC 21.30 Historic and Archaeological Resources	14 Days

*Procedures are described in the Protocol for Private Development Review

Distribution of Materials to Affected Indian tribes

The RHPO will be responsible for distributing materials to DAHP and the affected Indian tribes related to projects funded or permitted by the City. The materials will include at minimum a project description, location map, address, and probability of containing cultural resources (per the cultural resources management map tool). The process and timeframe for distribution of materials are described in more detail in the following protocols:

- Capital Investment Program Budgeting
- Capital Investment Program Survey Reports
- Capital Investment Program Project Completion
- City of Redmond Projects Construction Monitoring
- Private Development Review
- Maintenance and Operations

A copy of the Tribal Input Checklist will be attached to the materials distributed to the affected Indian tribes.

Meetings with Affected Indian tribes

Directors and staff will schedule periodic face-to-face meetings with the affected Indian tribes to discuss projects planned by the maintenance and operations groups and as part of the capital investment planning process. During these meetings the COR will provide an update on the schedule and changes to previously discussed projects. The meetings will also be an opportunity to discuss general communications with the City and issues of concern. The frequency of the meetings will be determined through discussions with individual Tribes.

Maintenance and Operations Project Planning Agency and Tribal Coordination

The maintenance and operations groups will develop a list of routine maintenance activities that are regularly performed on City-owned buildings, land, and utilities and from which cultural resources review and/or consultation are exempted. Following approval of the list, some projects and types of

maintenance activities will be exempt from review by DAHP and affected Indian tribes. The list of exempted maintenance activities will be reviewed and approved by affected Indian tribes and DAHP, and will be updated at regular intervals (RZC 9.C Exemptions). Each department's maintenance group will develop a list of known non-exempt projects (the timing of the distribution of this list will be finalized based upon discussions with the departments to best align with their existing processes). Staff will submit this project list to DAHP and the affected Indian tribes for their input as to the sensitivity of the area and their recommendations for survey and/or monitoring.

Capital Investment Program Project Planning Agency and Tribal Coordination

The RHPO and the Functional Lead (or other designated individual responsible for the early phases of project planning) will establish an approach to cultural resources when projects are in locations with high probability of encountering cultural resources. This approach will be revisited at key intervals (see COR Funded Project Cultural Resources Overview). During the early planning phases, the RHPO will distribute materials to DAHP and the affected Indian tribes to confirm the approach to cultural resources management and plan for cultural resources studies.

During the planning and community engagement phases of the project (if required), Functional Leads will seek input from the affected Indian tribes on potential impacts to cultural resources. The Functional Leads will coordinate with the RHPO to confirm the interest of the affect Indian tribes in participating in consultation at this phase. Tribal representatives will be invited to attend public meetings and workshops held as part of planning or community engagement phases of a project (when required). At the request of the affected Indian tribes, individual meetings will be arranged with the Chairperson and/or Tribal Historic Preservation Officer (THPO) and the appropriate COR representatives including the Mayor, Directors, etc. If requested, the meeting will be held at the office of the affected Indian tribe or other preferred location.

Tribal and Agency Coordination Project Initiation through Completion

At project initiation, the project team will develop a charter and establish an approach to consultation and coordination with the affected Indian tribes. If the COR is the lead agency for the project, they will initiate consultation with the affected Indian tribes and DAHP. If the COR is not the lead agency they may opt to arrange meetings to supplement any meetings organized by federal or state agencies providing funding or permitting for the project that may have government to government consultation responsibilities under Section 106 of the National Historic Preservation Act or other regulations.

If the affected Indian tribes request meetings to discuss the project, the Functional Lead will work with the RHPO, as needed, and the THPO or designated representative from the affected Indian tribes to arrange the meetings and the invitee list. If requested, the meeting will be held at the office of the affected Indian tribe or other preferred location.

The Tribal and Agency Coordination Checklist provides a table of required activities and timeframes related to consultation and coordination. Additional steps in the coordination and consultation process are described under Preliminary Coordination Procedure, Survey Report Review Procedure, and Construction and Project Completion Procedure.

Tribal Input Checklist

1	Applicant Name
	Permit Application Number
	Point of Contact
	Anticipated Construction Date
	Funding Source(s)
	Comments:

2	**Regulatory Context**
	☐ None (exempt project)
	☐ Executive Order 0505
	☐ SEPA
	☐ Section 106
	☐ NEPA
	☐ Redmond Code
	☐ Other
	Comments:

3	**Location**
	Address
	Township, Range Section
	Legal Description
	Parcel Number(s)
	Acre(s)
	Comments:

4	**Project Description/Anticipated Level of Ground Disturbance**
	Comments:

5	**Attachments**
	☐ Aerial Imagery
	☐ Photos
	☐ Other:

6	**Recommendations**
	☐ No potential to cause effects (no resources present, area previously surveyed)
	☐ Low potential to cause effects (no resources present, low probability area)
	☐ Potential to cause effects (high to medium probability area without previous survey)
	☐ Insufficient information to reach a preliminary recommendation (high to medium probability area without previous survey)

7	**Action Recommended**
	☐ Cultural Resources Survey
	o Phase 1 (literature review)
	o Phase 2 (field survey with shovel probes)
	o Phase 3 (testing)
	☐ Construction Monitoring
	☐ Custom Treatment or Inadvertent Discovery Plan
	☐ Tribal Monitoring
	☐ Other (Training for contractors, architectural monitoring)

8	**Sources reviewed (check all that apply)**
	☐ Project Plans
	☐ Project description
	☐ Mapped soils
	☐ Geomorphology
	☐ Modern land use patterns
	☐ Historic Maps
	☐ Historic Aerials
	☐ DAHP WISAARD
	☐ Redmond's cultural resources management map tool
	Redmond Historic Preservation Officer Signature: Date:

9	**For completion by the tribes**
	☐ Please provide further information on the project
	☐ We have no interest in consulting on the project
	☐ Please include the tribe in further communications on the project
	☐ Please contact the tribe to arrange for cultural monitor during construction
	☐ Comments:
	Tribal Historic Preservation Officer Signature: Date:

Tribal and Agency Coordination Checklist

Phase	✓	Action	Name(s)	Timeframe
Preliminary Coordination		1. Determine funding sources and who is the lead agency – this stipulates who talks to whom & protocols for consultation		Project initiation
		2. Contact DAHP to review procedures and protocols		
		3. Contact affected Indian tribes for preliminary review procedures and protocols		
		4. Send formal letter (govt. to govt.) – note to DAHP and affected Indian tribes – cc each party		
		5. Follow up contact to affected Indian tribes referencing letter – note to DAHP		
		6. Meet with affected Indian tribes at their discretion – note to DAHP		
		7. Reply and follow up to comments on letter – note to DAHP		Allow 30 days for review
Survey Report Review		8. Develop appropriate cultural resources survey – ensure qualifications of consultant(s)		
		9. COR distributes the cultural resources survey for review by DAHP and affected Indian tribes		
		10. Reply to comments – note to DAHP		Allow 30 days
		11. Possible 30 day review of addendums to cultural resources survey		

Phase	✓	Action	Name(s)	Timeframe
		12. Activate survey recommendations (conditions on the project)*		
		13. Develop Inadvertent Discovery Protocol (with input from DAHP and affected Indian tribes) and provide training to staff and crews*		
		14. Develop Monitoring Plan (with input from DAHP and affected Indian tribes)*		
Construction and project completion		15. Proceed with project		
		16. Record monitoring activities by qualified archaeologist(s)		
		17. Draft cultural resources project report and route for review by DAHP and affected Indian tribes		
		18. Incorporate information into annual report to DAHP		

*These items are based on resources not being present. If resources discovered, additional reports and mitigation plans become necessary. Work is stopped in the respective area(s).

Cultural Monitoring of Maintenance & Operations and Capital Project Construction Work

Affected Indian tribes may indicate they wish to observe ground disturbing work (typically as part of the review of exempt project list or during the Capital Investment Planning Budgeting review). Cultural monitoring may occur in lieu of or in addition to using an archaeological monitor. At project initiation, Maintenance and Operations Staff Leads will consult the list of projects to verify the interest in cultural monitoring. The Maintenance and Operations staff lead or supervisor will coordinate with the RHPO to inform the THPO or designated contact of the timing of the project and arrange for their participation.

If the affected Indian tribes request to observe work during Capital Project Construction, this will typically be required in the permit and explicitly included in the contract with the prime consultant. The Capital Project Manager will coordinate with the prime contractor and the RHPO to ensure the tribal monitors are informed of the schedule and stop work protocols.

The Maintenance and Operations Staff Lead or Capital Project Manager (or designee) will be responsible for ensuring the cultural monitor is informed of and adheres to safety protocols. These individuals will be responsible for informing cultural monitors of changes in schedule.

Contacts and Resources

Name	Title	Phone	Email
Kim Dietz	Redmond Historic Preservation Officer	425-556-2415	kdietz@redmond.gov
Steven Mullen-Moses	Director of Archaeology & Historic Preservation. Snoqualmie Indian Tribe	425-292-0249 x2010	steve@snoqualmietribe.us
Kerry Lyste	THPO/GIS Database Administrator	360-572-3072	klyste@stillaguamish.com
Richard Young	Tribal Historic Preservation Officer	360-716-2652	ryoung@tulaliptribes-nsn.gov
Laura Murphy	Archaeologist, Muckleshoot Indian Tribe	253-876-3272	laura.murphy@muckleshoot.nsn.us
Stephanie Jolivette	Department of Archaeology and Historic Preservation	360-586-3088	stephanie.jolivette@dahp.wa.gov
Lance Wollwage	Department of Archaeology and Historic Preservation	360-586-3536	Lance.Wollwage@dahp.wa.gov

Protocol for

Consultant Selection, Scope of Work, and Cultural Resources Report Review

City of Redmond Funded Projects

Contents

Introduction

City of Redmond projects may require cultural resources surveys or other cultural resources management services. This protocol provides the procedures, workflows, and checklists for City employees to select a consultant, ensure the consultant's scope of work is appropriate, and review cultural resources reports. As described in the CIP Budgeting Protocol, the Functional Lead needs to budget for the cost of cultural resources management for projects located in areas with a high probability of containing cultural resources or where recommended by the affected Indian tribes and/or the Department of Archaeology and Historic Preservation (DAHP).

The City of Redmond's Purchasing Department and RHPO will work together to develop a list of approved consultants for cultural resources work. The RHPO will verify that consultants on the list meet the Secretary of the Interior's (SOI's) Professional Qualifications (36, CFR Part 61) and the State of Washington/ Department of Archaeology and Historic Preservation Standards (RCW 27.53.030). Prime consultants or contractors and Redmond staff are requested to use this list or otherwise demonstrate that consultants meeting these qualifications are part of the team. The RHPO will be available for consultation regarding consultants' qualifications and, as needed, to assist with project scoping and consultant selection.

Staff will review reports and other materials prepared by the consultants. Reports will be prepared and submitted to the Functional Lead or Capital Project Manager and to the RHPO during the design phase of the project while there is opportunity to develop avoidance measures.

Consultant Selection

The functional lead or capital project manager will work with the project team to develop the initial scope of work (SOW) and required qualifications to be included in the request for proposals/qualifications (RFP/RFQ). The functional lead will verify the following requirements are included in the RFP:

- Scope of work clearly describes the cultural resources services required.
- Scope of work indicates the qualifications required to perform the work. At minimum, shall indicate the lead investigator for cultural resources meets the Secretary of the Interior's (SOI's) Professional Qualifications (36, CFR Part 61) and Department of Archaeology and Historic Preservation Standards RCW 27.53.030 for the disciplines required (archaeology, monitoring, history, architectural history, etc.).
- If archaeological surveys or testing such as during geotechnical work are required, the qualifications should also note preferred familiarity with soil conditions of central Puget Sound.
- Scope of work will request cultural resources consultants be chosen from the approved list or otherwise demonstrate they meet the qualifications stated in the RFP.
    - For projects with identified tribal sensitivity or known archaeological sites the RHPO will review the scope of work and, as needed, may be part of the consultant selection team.
- When a project has been identified as highly sensitive, the scope of work will require consultants demonstrate their experience with the affected Indian tribe(s).

The RHPO will assist the Functional Lead or Capital Project Manager, as needed, to confirm these additional qualifications have been met.

Scope of Work Approval

After consultant selection, the project manager will coordinate with the prime and sub consultants and cultural resources consultant to develop the detailed SOW and schedule. The scope of work review checklist indicates recommended areas of consideration (completion of the checklist is optional). For projects with known cultural resources or identified as sensitive to the affected Indian tribes, the project manager will coordinate with the RHPO to review and finalize the SOW. The SOW shall identify the following:

- Who will supervise the work?
- Who will conduct the work?
- Proposed sources for historical, ethnographic, and other research
- Clearly defined areas to survey, protect, and fence and areas of permitted access, work, and staging
- Methods to be followed during survey
- Proposed coordination with affected Indian tribes
- Deliverables including all necessary attachments (isolate forms, archaeological site forms, historic property inventory forms)
- Communication with the DAHP including WISAARD procedures
- Timeframe for completion

Cultural Resources Report Review

Once the cultural resources report is submitted it will be reviewed for completeness by the RHPO. The RHPO will also review the document to identify possible monitoring, avoidance, or protective measures to be included in the construction documents. The RHPO will complete the cultural resources report checklist as part of their review. During the review, the RHPO will verify that the report adequately describes:

- ☐ The project area
- ☐ The regulatory setting
- ☐ Environmental setting including locations of known cultural resources
- ☐ Survey methods
- ☐ Survey results
- ☐ Newly identified cultural resources including consultation with affected Indian tribes
- ☐ Eligibility of identified cultural resources
- ☐ Impacts to previously or newly identified cultural resources
- ☐ Recommendations for avoidance, minimization, mitigation, or monitoring

The RHPO will coordinate directly with the project manager to address any inadequacies in the report. Once the report is deemed complete, the RHPO will notify the project manager the report is complete.

The RHPO will inform the Functional Lead of any recommendations for monitoring, avoidance, and protective measures to be implemented during construction.

Some City-initiated capital improvements receive federal or state funding or by way of their programmatic classification involve lead agencies. An example would be improvements coordinated by the City through Connecting Washington program. For these, the RHPO will review cultural resources reports for general accuracy and completeness and notify the Functional Lead or Capital Project Manager the report is ready for submittal to the lead agency, DAHP, and the affected Indian tribes. The RHPO, Functional Lead, and Capital Project Manager will coordinate with the CR consultant to provide the cultural resources report to the lead agency and for distribution to DAHP and the affected Indian tribes.

Scope of Work Review Checklist

1	**Principal Investigator(s)**
	☐ Meets Secretary of the Interior's Professional Qualification Standards for appropriate disciplines (i.e. archaeology, architectural history) List Names and Qualifications:

2	**Proposed Sources**
	☐ WISAARD
	☐ Local Repositories
	☐ Tribal Sources and Consultation

3	**Field Studies**
	Archaeological
	☐ Pedestrian
	o Sufficient coverage for APE/study area
	☐ Shovel Probes
	o Sufficient coverage for APE/study area
	Architectural
	☐ Includes visual effects

4	**Proposed Supporting Documentation**
	☐ Cultural Resources Report
	☐ Isolate Forms
	☐ Archaeological Site Forms
	☐ Historic Property Inventory Forms
	☐ Other

Cultural Resources Report Review Checklist

1	**Principal Investigator(s)**
	☐ Meets Secretary of the Interior's Professional Qualification Standards for appropriate disciplines (i.e. archaeology, architectural history)
	Comments:

2	**Project Description**
	Location and Fencing for
	Construction areas
	Haul routes
	Staging areas
	Depth of ground disturbance
	Timeline
	Time of year
	Hours of construction
	Equipment proposed
	Ground disturbing
	Noise producing
	Light/ Glare Producing
	Comments:

3	**Regulatory Setting (Circle all that apply)**				
	Funding Source:	Local	State	Federal	Private
	Permit Required:	Local	State	Federal	
	Comments:				

4	**Area of Potential Effects or Study Area**
	☐ USGS Map
	☐ Aerial photograph
	☐ Includes direct and indirect impacts
	Comments:

5	**Methods**
	Literature Review
	☐ WISAARD
	☐ Local Repositories
	☐ Tribal Sources and Consultation
	Tribal Coordination
	☐ Outreach to the affected Indian tribes
	Field studies
	☐ Pedestrian
	o Sufficient coverage for APE/study area
	☐ Shovel Probes
	o Sufficient coverage for APE/study area
	☐ Architectural surveys include visual/auditory impacts
	Comments:

6	**Literature Review**
	☐ Appropriate to scope of the project
	☐ Variety of sources including primary
	☐ Covers prehistory, ethnography, historic context, and informal Tribal consultation
	Comments:

7	**Results**
	General
	☐ Field methods match the described methods or indicate why the deviation
	☐ Photographs of general vicinity and survey area
	Archaeology
	☐ Photographs of shovel probes
	☐ Tables with soil profiles
	☐ Photographs of context and specific conditions at sites (if applicable)
	☐ Photographs of artifacts (if applicable)
	Historic Structures
	☐ Photographs of vicinity, landscape, individual structures including outbuildings
	☐ Statement of significance
	☐ Relates to specific historic context of the area
	☐ Physical Description
	☐ Includes landscape and context
	Supporting Documentation
	☐ Isolate Forms
	☐ Archaeological Site Forms
	☐ Historic Property Inventory Forms
	Comments:

8	**NRHP Eligibility Evaluations (both archaeology and historic structures)**
	☐ Addresses all 4 criteria
	☐ Includes consideration for local significance
	☐ Addresses City of Redmond Heritage Register
	Comments:

9	**Effects**
	☐ No Historic Properties affected
	☐ Long-term
	☐ Short-term
	☐ Visual and auditory
	Comments:

10	**Recommendations**
	Options provided for each measure are appropriate to the impact and significance of the eligible resource:
	☐ Avoidance
	☐ Minimization
	☐ Mitigation
	☐ Other (construction fencing, monitoring, use of a specialized Inadvertent Discovery Plan or Treatment Plan)
	Comments:

Protocol for Cultural Resources Monitoring

City of Redmond Funded Projects

Contents

Introduction

City of Redmond may use cultural resources monitors during construction projects, geotechnical borings, and other ground disturbing work depending on the probability of encountering cultural resources. This protocol describes the criteria and procedures for employing monitors, selecting a monitor, approving a monitoring plan, inspecting monitoring, and reviewing a monitoring report. The procedures described in this protocol will typically be employed for Capital Improvement Program projects, will also be used for work performed by City of Redmond Maintenance and Operations groups, and monitoring of private development projects when required. This protocol provides information on the responsibilities of Redmond staff members, flowcharts, and checklists.

Projects Requiring Cultural Resources Monitoring

Monitoring protocols will depend on the scope, scale and nature of the activity or project. For most small-scale projects the stand alone Inadvertent Discovery Plan (IDP) can be implemented. This plan will guide all ground-disturbing activities, and will facilitate project management by identifying an organizational structure, and provide a checklist to ensure compliance with all monitoring measures. The IDP will also serve as a working document to which project-specific elements and conditions can be included.

For more expansive or complex projects with multiple ground-disturbing elements or phases, COR may require a project specific Cultural Resources Monitoring Plan to be developed. In such cases the COR will consult with the CIP Prime contractor (and other parties, as appropriate) to develop standards and criteria for monitoring excavation activities and determining when remedial actions are required or work must be stopped. These plans will incorporate guidelines developed by the Washington State Department of Transportation and the National Park Service to protect cultural resources.
The following diagram provides an overview of the types of monitoring that will be employed for typical ground disturbing projects in Redmond.

Routine Maintenance

- Implement standard IDP
- Use cultural/tribal monitor when requested by affected Indian tribes

When project requires monitoring of or involves modifications to historic structures

- Implement standard IDP
- Consult with the Redmond Historic Preservation Officer
- If involving a City of Redmond Landmark, pursue Certificate of Appropriateness

- Use cultural resources professional to monitor changes to masonry, windows, and other designated features when required by RHPO

Construction with limited ground disturbance

- Use cultural /tribal monitor when requested by affected Indian tribes
- Implement standard IDP

Multi-area, multi-phase construction

- Develop/Implement specialized Cultural Resources Monitoring plan
- Develop/Implement cultural/tribal monitoring plan

Criteria for Employing Cultural Resources Monitors

Staff will coordinate with the Department of Archaeology and Historic Preservation (DAHP) and/or the affected Indian tribes to determine the cultural resources management approach. Cultural resources monitors may be required such as when:

- A project is in proximity to a known archaeological site
- A project is in proximity to an area identified as significant to the affected Indian tribes
- A project is in high probability areas
- A project involves construction at depths or locations where archaeological shovel probes are not possible
- A project involves the property of or is in close proximity as to have possible effects on a City of Redmond Historic Landmark

Selection of the Cultural Resources Monitor

The Capital Project Manager will coordinate with the Redmond Historic Preservation Officer (RHPO) to select a cultural resources monitor for the project. This will typically occur as part of the selection of the CIP Prime Consultant. If a project requires monitoring during geotechnical boring or during the project's early design phases, a monitor may be selected under a separate contract. The cultural resources monitor's qualifications and the scope of work will be reviewed following the procedures in Consultant Selection, Scope of Work, and Survey Report Review Protocol.

Approval of the Cultural Resources Monitoring Plan

The Capital Project Manager will coordinate with the designated cultural resources monitor to develop the Cultural Resources Monitoring Plan. A template for Cultural Resources Monitoring Plans is included in this protocol and shall be provided to the cultural resources monitor as a guide in preparing their plan. Once the monitoring plan is developed, the Capital Project Manager will coordinate with the RHPO to review and finalize the plan. The plan will identify the following:

- Who will supervise the work
- Who will conduct the work
- Procedures for work safety and job site sign-in
- Proposed sources for historical, ethnographic, and other research
- Areas where monitoring will occur
- Methods to be followed during monitoring
- Proposed coordination with affected Indian tribes, RHPO, and DAHP
- Stop work procedures
- Deliverables address all necessary attachments (historic property inventory forms, isolate forms, archaeological site forms)
- Time frame for completion

The Cultural Resources Monitoring Plan Review Checklist will be completed by the Capital Project Manager and the RHPO.

Coordination with the RHPO

For projects requiring limited (one to five days) monitoring or with minimal ground disturbance such as monitoring geotechnical borings, the cultural resources monitor may coordinate directly with the RHPO in lieu of preparing a formal plan.

The cultural resources monitor shall use the standard Inadvertent Discovery Plan in the event that a project-specific Cultural Resources Monitoring Plan has not been previously established. The completed Inadvertent Discovery Plan describes stop work procedures, procedures for coordinating with the affected Indian tribes and DAHP, and recording techniques. Before the start of monitoring, the cultural resources monitor will provide the anticipated start and end dates for monitoring. After the completion of monitoring the cultural resources monitor will inform the RHPO of the outcome of the monitoring as well as any interaction with City of Redmond staff, the affected Indian tribes, or with DAHP.

Use of the Standard Inadvertent Discovery Plan

Pre-project planning and review is not a guarantee that unknown cultural resources will not be discovered in the course of a project. Even routine maintenance and construction activities have the potential to reveal previously undocumented sites. If COR maintenance staff, contractor, or

archaeological monitor (if on site) uncover any materials that appear to be older than 50 years, the COR standard IDP will be implemented to document the site, identify the eligibility, and minimize, mitigate and avoid further disturbance to cultural resources. The COR will establish on-call agreement(s) with professional archaeologist(s) who will be able to be on site within 4 hours of notification of a possible find.

Monitoring Inspections of Private Development

For projects requiring more than 5 days of monitoring, the Private Development Inspector will perform random inspections of the work site to ensure that the provisions of the monitoring plan are being met. The inspection will include checking the safety log to verify monitors have been on site. The inspector will complete the Cultural Resources Monitoring Inspection Checklist during each visit.

Monitoring Inspections of COR Development Projects

For COR construction projects, the cultural resources monitor will notify the inspector when they are on site, provide a summary of the monitoring results, and coordinate regarding the next site visit prior to leaving the job site. The inspector will document the monitor's name, company, site activities, and a summary of monitoring activities in the Daily Inspection Report. Copies of the relevant portions of the Daily Inspection Report will be provided to DAHP and the affected Indian tribes.

The cultural resources monitor will provide daily field reports to the Capital Project Manager and the RHPO (the frequency and submittal process will be determined on a project by project basis and established in the scope of work and contract with the cultural resources monitor).

Review of the Cultural Resources Monitoring Report

Cultural Resources Monitoring Reports will typically be submitted by the cultural resources monitor after the completion of construction and/or ground disturbing work. For projects with an extended construction cycle, interim monitoring reports may be required.

Once the Cultural Resources Monitoring Report is submitted it will be reviewed for completeness by the RHPO. The RHPO will complete the Cultural Resources Monitoring Report Review Checklist as part of their review. The RHPO will distribute copies of the monitoring report to DAHP and the affected Indian tribes and ensure that the Capital Project Manager and CIP Project Inspector receive a copy of the correspondence.

Cultural Resources Monitoring Plan Checklist

1	**Principal Investigator(s)**
	☐ Meets Secretary of the Interior's Professional Qualification Standards for appropriate disciplines (i.e. archaeology, architectural history) List Names and Qualifications:

2	**Background**
	☐ Plan describes the regulatory authority ☐ Plan describes the safety and sign-in procedures ☐ Plan describes the construction plans and techniques ☐ Plan describes previous surveys and history of the area ☐ Plan addresses the types of resources that may be encountered Comments:

3	**Extent of Monitoring**
	☐ Plan describes the areas to be monitored ☐ Plan describes the timing of the monitoring ☐ Plan describes the depth of monitoring Comments:

4	**Monitoring Procedures**
	☐ Stop Work Authority
	☐ Field Records

	☐ Monitoring Techniques
	☐ Procedures in the event of a find
	☐ Procedures for human remains
	☐ Identification and Evaluation of materials during monitoring
	Comments:

5	**Artifacts, Documentation, and Curation**
	☐ Plan describes how artifacts will be cared for in the field, analyzed, and evaluated post-field
	☐ Plan identifies the methods for documenting resources including reports, inventory forms. Include a discussion of review time frames and submittal process
	☐ Plan describes the proposed methods for artifact curation including repositories
	Comments:

6	**Contacts and Coordination**
	☐ Plan describes who will be contacted in the event of finds
	☐ Plan describes who will coordinate with the affected Indian tribes and the Department of Archaeology and Historic Preservation
	Comments:

7	**Redmond Historic Preservation Officer Signature and Date**

Cultural Resources Private Development Monitoring Inspection Checklist

1	**Daily Log**
	☐ Monitors have checked in and signed the safety log Comments:

2	**Location of Monitors**
	☐ Monitors in place in the areas described in the monitoring plan Comments:

3	**Signature of Inspector and Date of Inspection**

Cultural Resources Monitoring Report Checklist

1	**Principal Investigator(s)**
	☐ Meets Secretary of the Interior's Professional Qualification Standards for appropriate disciplines (i.e. archaeology, architectural history) List Names and Qualifications:

2	**Background**
	☐ Report describes the regulatory authority ☐ Report describes the construction plans and techniques ☐ Report describes previous surveys and history of the area ☐ Report addresses the types of resources that were expected Comments:

3	**Extent of Monitoring**
	☐ Report describes the areas where monitoring occurred and resources for deviation ☐ Report describes the timing of the monitoring ☐ Report describes the depth of monitoring Comments:

4	**Monitoring Results**
	☐ Report describes the conditions encountered including soils, unexpected conditions, and finds
	Comments:

5	**Artifacts, Documentation, and Curation**
	☐ Report describes how artifacts were handled and analyzed
	☐ Report identifies how and where artifacts will be curated Comments:

6	**Supporting Documentation**
	☐ Isolate Forms
	☐ Archaeological Site Forms
	☐ Historic Property Inventory Forms
	☐ Daily Field Log with photographs ☐ Artifact catalog (if needed)

7	**Signature of Redmond Historic Preservation Officer and Date**

Cultural Resources Monitoring Plan Template

Introduction:

Provide short description of the project, the client, location, regulatory setting and the reason for construction monitoring.

Reference any known archaeological sites and significance.

Regulatory Setting

Summarize applicable cultural resources regulations including the Redmond Code, Section 106 of the National Historic Preservation Act, National Environmental Policy Act, and State Environmental Policy Act.

Environmental Background*

Geology and Soils

Describe the geology, topography, and soils.

Flora and Fauna

Describe flora and fauna common to the area. Include species that may be significant indicators of prehistoric uses of the area.

Historical Background*

Prehistory

Describe known prehistoric uses of the area.

Recent History

Describe recent history of the area.

Previous Cultural Resources Studies

Describe results of previous cultural resources studies.

Describe known historic properties in the project area relate to potential impacts from the project.

Construction Monitoring Procedures

Construction Description

Provide an overview including maps and diagrams of planned ground disturbing work.

Personnel

Describe the qualifications of the cultural resources personnel supervising and performing the monitoring and associated cultural resources work. The principal investigator must meet the

Professional Qualification Standards (36 CRF Part 61). This section will also describe the roles and necessary qualifications of other cultural resources professionals who may be involved in the project.

Anticipated Finds

Describe the types of archaeological materials that are likely to be encountered in the area.

Extent of Monitoring

Describe the areas where monitoring will occur. Indicate the anticipated time frames and depth of monitoring.

Monitoring Procedures

Field Records

Describe records to be maintained by cultural resources monitors.

Monitoring Techniques

Describe methods used by cultural resources monitors for monitoring in relation to the construction plan.

Procedures in the Event of a Find

Stop Work

Describe who has the authority to stop work and the notification procedures.

Identification and Evaluation of Materials during Monitoring

Describe how materials will be evaluated, the thresholds for stopping work, and criteria for evaluation.

Artifacts, Documentation, and Curation

Artifacts

Describe treatment of artifacts during monitoring and plans for examination of the artifacts by a cultural resources professional in a laboratory setting. This section should outline how artifacts will be transported and stored as well as analysis methods.

Documentation

Describe the methods the cultural resources professional will follow for documenting resources including reports, inventory forms. Include a discussion of timeline for report to be reviewed by RHPO and returned for comments, submittal to appropriate agencies and tribes for review, and time frame for final submission.

Curation

Describe plan for artifact curation including proposed repositories.

Bibliography/ List of References

This section will provide a bibliography of references used by the cultural resources professional to develop the monitoring plan. References will include applicable guidelines from the National Park Service and DAHP and previous studies of the geographical location and the types of artifacts expected.

*section may be abbreviated if prepared as part of a larger study that includes a survey or cultural resources technical report with these areas described in detail.

Standard Inadvertent Discovery Plan Template

PLAN AND PROCEDURES FOR THE UNANTICIPATED DISCOVERY OF CULTURAL RESOURCES AND HUMAN SKELETAL REMAINS

_____ PROJECT, _____ REDMOND, KING COUNTY WASHINGTON

PLAN AND PROCEDURES FOR THE UNANTICIPATED DISCOVERY OF CULTURAL RESOURCES AND HUMAN SKELETAL REMAINS

_____ PROJECT, _____ REDMOND, KING COUNTY WASHINGTON

1. INTRODUCTION

The [ ] intends to [construct/plan/develop] the _____ project. The purpose of this project is to _____. The following Inadvertent Discovery Plan (IDP) outlines procedures to follow, in accordance with state and federal laws, if archaeological materials or human remains are discovered.

2. RECOGNIZING CULTURAL RESOURCES

A cultural resource discovery could be prehistoric or historic. Examples include:

- An accumulation of shell, burned rocks, or other food related materials,
- Bones or small pieces of bone,
- An area of charcoal or very dark stained soil with artifacts,
- Stone tools or waste flakes (i.e. an arrowhead, or stone chips),
- Clusters of tin cans or bottles, logging or agricultural equipment that appears to be older than 50 years,
- Buried railroad tracks, decking, or other industrial materials.

When in doubt, assume the material is a cultural resource.

3. ON-SITE RESPONSIBILITIES

STEP 1: STOP WORK.

If any member of the construction team believes that he or she has uncovered a cultural resource at any point in the project, they will immediately inform the CIP Project Inspector and the Capital Project Manager. The CIP inspector and Capital Project Manager will immediately authorize the temporary stop of all work in the immediate area of the discovery. The discovery location shall be secured until an archaeologist arrives at the site. This can be done with materials available on site including cones and tape, or moving vehicles to block access to the discovery location.

STEP 2: INITIATE the IDP LOG. The IDP Log is initiated by the person who discovers the cultural resources and/or makes the first contact to the CIP inspector and CIP PM.

STEP 3: NOTIFY MONITOR. If there is an archaeological monitor for the project, the CIP Inspector or Capital Project Manager will notify that person. If there is a monitoring plan in place, the monitor will follow its provisions.

STEP 4: NOTIFY REDMOND HISTORIC PRESERVATION OFFICER. The Capital Project Manager or CIP Inspector will notify the Redmond Historic Preservation Officer and the Deputy City Administrator.

STEP 5: If the project does not have an archaeological monitor, the PM or Redmond Historic Preservation Officer will contact the on-call archaeologist to conduct a site visit and determine the nature of the find, its extent, and methods used to protect the site. The archaeologist may recommend additional measures such as construction fencing or other barriers to protect the site.

Please edit the titles as necessary, and provide contact information for other staff or consultants responsible for these roles.

Project Manager:	Redmond Historic Preservation Officer:	Deputy City Administrator:
Name	Name	Name
Number	Number	Number
email	email	email

Assigned Alternates:

Assigned Project Manager Alternate:	Redmond Historic Preservation Officer Alternate:	Deputy City Administrator Alternate:
Name	Name	Name
Number	Number	Number
email	email	email

The Project Manager and the Redmond Historic Preservation Officer will make all other calls and notifications (to the affected Indian tribes, DAHP, and other agencies as described under 4. Further Contacts and Consultation.

If human remains are encountered, treat them with dignity and respect at all times. Cover the remains with a tarp or other materials (not soil or rocks) for temporary protection in place and to shield them from being photographed. **Do not speak with the media.**

4. FURTHER CONTACTS AND CONSULTATION

A. Project Manager's Responsibilities:

- **Protect Find**: The Project Manager is responsible for taking appropriate steps to protect the discovery site. All work will stop in an area adequate to provide for the total security, protection, and integrity of the resource. Vehicles, equipment, and unauthorized personnel will not be permitted to traverse the discovery site. Work in the immediate area will not resume until treatment of the discovery has been completed following provisions for treating archaeological/cultural material as set forth in this document.

- **Direct Construction Elsewhere On-site**: The Project Manager may direct construction away from cultural resources to work in other areas prior to contacting the RHPO and DAHP.

- **Contact Redmond Historic Preservation Officer**: If the Redmond Historic Preservation Officer not yet been contacted, the Project Manager will do so.

B. Redmond Historic Preservation Officer Responsibilities:

- **Identify Find**: The Redmond Historic Preservation Officer will ensure that a qualified professional archaeologist examines the find to determine if it is archaeological.

    - If it is determined not archaeological, work may proceed with no further delay.

    - If it is determined to be archaeological, the Redmond Historic Preservation Officer will continue with notifications to the affected Indian tribes and DAHP.

    - If the find may be human remains or funerary objects, the Redmond Historic Preservation Officer will ensure that a qualified physical anthropologist examines the find. **If it is determined to be human remains, the procedure described in Section 5 will be followed.**

- **Notify DAHP**: The Redmond Historic Preservation Officer will contact the involved federal agencies (if any were identified during project planning) and the Department of Archaeology and Historic Preservation (DAHP).

- **Notify Affected Indian tribes**: If the discovery may relate to Native American interests, the Redmond Historic Preservation Officer will also contact the affected Indian tribes.

General Contacts

Federal Agencies:

Agency:	Agency:
Name	Name
Title	Title
Number	Number
Email	Email

Department of Archaeology and Historic Preservation:

Dr. Allyson Brooks	or
State Historic Preservation Officer	Rob Whitlam, Ph.D.
	Staff Archaeologist
360-586-3066	360-586-3050 or

Dr. Guy Tasa

State Physical Anthropologist

360-586-3534

Tribes consulted on this project are:

Tribe:	Tribe:
Name	Name
Title	Title
Tribe:	Tribe:
Name	Name
Title	Title
Tribe:	Tribe:
Name	Name
Title	Title

Contacts to affected Indian tribes will only be made by the RHPO or the professional archaeologist with approval from the RHPO.

C. Further Activities

- ☐ Archaeological discoveries will be documented as described in Section 6.
- ☐ Construction in the discovery area may resume as described in Section 7.

5. SPECIAL PROCEDURES FOR THE DISCOVERY OF HUMAN SKELETAL MATERIAL

If human remains are encountered, treat them with dignity and respect at all times. Cover the remains with a tarp or other materials (not soil or rocks) for temporary protection in place and to shield them from being photographed. **Do not speak with the media.**

Any human skeletal remains, regardless of antiquity or ethnic origin, will at all times be treated with dignity and respect. If the project occurs on non-federal lands, [the City of Redmond] will comply with applicable state and federal laws, and the following procedure:

(If the project occurs on federal lands the provisions of the Native American Graves Protection and Repatriation Act of 1990 apply, and the responsible federal agency will follow its provisions. Note that state highways that cross federal lands are on an easement and are not owned by the state.)

A. Notify Law Enforcement Agency or Coroner's Office:

In addition to the actions described in Sections 3 and 4, the Project Manager will immediately notify the local law enforcement agency and Medical Examiner's office. Law enforcement may require that you call 911, rather than the business line.

The Medical Examiner (with assistance of law enforcement personnel) will determine if the remains are human, whether the discovery site constitutes a crime scene, and will notify DAHP.

King County Medical Examiner

(206) 731-3232

Guy Tasa

State Physical Anthropologist, Washington Department of Archaeology and Historic Preservation

(360) 586-3534

B. Participate in Consultation:

Per RCW 27.44.055, RCW 68.50, and RCW 68.60, DAHP will have jurisdiction over non-forensic human remains. City of Redmond personnel will participate in consultation.

C. Further Activities:

- Documentation of human skeletal remains and funerary objects will be agreed upon through the consultation process described in RCW 27.44.055, RCW 68.50, and RCW 68.60.

- When consultation and documentation activities are complete, construction in the discovery area may resume as described in Section 7.

6. DOCUMENTATION OF ARCHAEOLOGICAL MATERIALS

Archaeological deposits discovered during construction will be assumed eligible for inclusion in the National Register of Historic Places under Criterion D until a formal Determination of Eligibility is made.

[RECIPIENT] The RHPO will ensure the proper documentation and assessment of any discovered cultural resources in cooperation with the federal agencies (if any), DAHP, affected Indian tribes, and a contracted cultural resources monitor/consultant (if any).

All prehistoric and historic cultural material discovered during project construction will be recorded by a professional archaeologist on cultural resource site or isolate form using standard techniques. Site overviews, features, and artifacts will be photographed; stratigraphic profiles and soil/sediment descriptions will be prepared for subsurface exposures. Discovery locations will be documented on scaled site plans and site location maps.

Cultural features, horizons and artifacts detected in buried sediments may require further evaluation using hand-dug test units. Units may be dug in controlled fashion to expose features, collect samples from undisturbed contexts, or interpret complex stratigraphy. A test excavation unit or small trench might also be used to determine if an intact occupation surface is present. Test units will be used only when necessary to gather information on the nature, extent, and integrity of subsurface cultural deposits to evaluate the site's significance

Spatial information, depth of excavation levels, natural and cultural stratigraphy, presence or absence of cultural material, and depth to sterile soil, regolith, or bedrock will be recorded for each probe on a standard form. Test excavation units will be recorded on unit-level forms, which include plan maps for each excavated level, and material type, number, and vertical provenience (depth below surface and stratum association where applicable) for all artifacts recovered from the level. A stratigraphic profile will be drawn for at least one wall of each test excavation unit.

Sediments excavated for purposes of cultural resources investigation will be screened through 1/8-inch mesh, unless soil conditions warrant 1/4-inch mesh.

All prehistoric and historic artifacts collected from the surface and from probes and excavation units will be analyzed, catalogued, and temporarily curated. Ultimate disposition of cultural materials will be determined in consultation with the federal agencies (if any), DAHP, and the affected Indian tribes.

Within 90 days of concluding fieldwork, a technical report describing any and all monitoring and resultant archaeological excavations will be provided to the Project Manager, who will forward the report to the Redmond Historic Preservation Officer for review and delivery to the federal agencies (if any), SHPO, and the affected Indian tribe(s).

In the event assessment activity exposes human remains (burials, isolated teeth, or bones), the process described in Section 5 above will be followed.

7. PROCEEDING WITH CONSTRUCTION

Project construction outside the discovery location may continue while documentation and assessment of the cultural resources proceed. A professional archaeologist must determine the boundaries of the discovery location. In consultation with DAHP and any affected Indian tribes, the City of Redmond Project Manager and Redmond Historic Preservation Officer will determine the appropriate level of documentation and treatment of the resource. If there is a federal nexus, Section 106 consultation and associated federal laws will make the final determinations about treatment and documentation.

Construction may continue at the discovery location only after the process outlined in this plan is followed and [insert name of responsible party here, typically City of Redmond or the developer], DAHP, any affected Indian tribes, Ecology (and the federal agencies, if any) determine that compliance with state and federal laws is complete.

8. IMPLEMENTATION RESPONSIBILITY

The [insert name of responsible party here, typically City of Redmond or the developer] is responsible for developing an IDP. The IDP must be immediately available by request by any party. An IDP must be immediately available and be implemented to address any discovery.

Attachment 1

WSDOT Guidelines for identifying cultural materials

I might implement the IDP / UDP if …

I see chipped stone artifacts.

- Glass-like material
- Angular
- “Unusual” material for area
- “Unusual” shape
- Regularity of flaking
- Variability of size

I might implement the IDP / UDP if …

I see ground or pecked stone artifacts.

- Striations or scratching
- Unusual or unnatural shapes
- Unusual stone
- Etching
- Perforations
- Pecking
- Regularity in modifications
- Variability of size, function, and complexity

I might implement the IDP / UDP if …

I see bone or shell artifacts.

- Often smooth
- Unusual shape
- Carved
- Often pointed if used as a tool
- Often wedge shaped like a “shoe horn”

Bone Awls from Oregon and Bone Wedge from California

I might implement the IDP / UDP if …

I see bone or shell artifacts.

- Often smooth
- Unusual shape
- Perforated
- Variability of size

Tooth Pendant and Bone Pendants from Oregon and Washington

I might implement the IDP / UDP if …

I see fiber or wood artifacts.

- Wet environments needed for preservation
- Variability of size, function, and complexity
- Rare

Artifacts from Mud Bay, Olympia, Washington

I might implement the IDP / UDP if …

I see historic period artifacts.

Artifacts from Downtown Seattle, Alaskan Way Viaduct (Upper Left and Lower) and Unknown Site (Upper Right)

I might implement the IDP / UDP if …

I see strange, different or interesting looking dirt, rocks, or shells

- Human activities leave traces in the ground that may or may not have artifacts associated with them
- “Unusual” accumulations of rock (especially fire-cracked rock)
- “Unusual” shaped accumulations of rock (e.g., similar to a fire ring)
- Charcoal or charcoal-stained soils
- Oxidized or burnt-looking soils
- Accumulations of shell
- Accumulations of bone or artifacts
- Look for the “unusual” or out of place (e.g., rock piles or accumulations in areas with few rock)

I might implement the IDP / UDP if …

I see strange, different or interesting looking dirt, rocks, or shells

- "Unusual" accumulations of rock (especially fire-cracked rock)
- "Unusual" shaped accumulations of rock (e.g., similar to a fire ring)
- Look for the "unusual" or out of place (e.g., rock piles or accumulations in areas with few rock)

Site on Muckleshoot Indian Reservation, near WSDOT ROW along SR 164

I might implement the IDP / UDP if …

I see strange, different or interesting looking dirt, rocks, or shells

- Often have a layered or “layer cake” appearance
- Often associated with black or blackish soil
- Often have very crush and compacted shell

I might implement the IDP / UDP if …

I see historic foundations or buried structures.

Attachment 2

Guidelines for identifying and responding to historic period artifacts

Materials from the historic period (approximately 1850 to 50 years before today) are often encountered during construction. Artifacts may range from the common (ex: nails, lumber, cans, and bottles) to uncommon (historic roads made of brick or cedar). The importance of these materials will depend on their context and current state of preservation. For example, the cedar road may provide important information about the history of transportation and road construction in the Puget Sound Region. A single can would have limited value but a large grouping of cans may help us to understand the habits and tastes of the construction workers of a particular period. A single nail is unlikely to provide much information, but a collection of nails and lumber may be the remnants of an important structure. Curbs and utility pipes may provide information on the original path of the road or the timing of when water became available to a community.

Historic period sites are afforded the same protections under NHPA and Washington State law as prehistoric sites. Decisions about the eligibility and treatment of historic archeological sites must be made by a professional archaeologist, DAHP, and the affected tribes. The process of responding to the find will be the same as for precontact materials (as described in the IDP).

Construction personnel are often highly knowledgeable about the materials found at construction sites and should be used a resource in identifying historic period materials found during ground disturbance. The professional archaeologist will then conduct additional research to determine if those materials meet the criteria for eligibility for the NRHP or other protections. When there are existing records about the materials found, and records of the historical development of the area, there is often little more that can be learned from the site. The archaeologist may therefore often recommend that the material is not significant and does not require further investigation. Work can resume quickly.

For many projects it will be beneficial to develop a custom archaeological monitoring plan. This plan will be developed by a cultural resources professional (typically an archaeologist who will serve as the cultural resource monitor). The cultural resources professional can work with the COR utilities department to identify the locations of historic utility lines and other historic materials that are likely to be encountered speeding the process of identification and review. For such plans, it may be possible to gain approval, on a project by project basis, for construction personnel to document the resource through photography and not delay construction instead of arranging for an archaeologist to come to the project site.

Attachment 3

COR Inadvertent Discovery Plan Log

Attachment 4

Sample completed Inadvertent Discovery Plan

Contacts

Name	Title	Phone	Email
Kim Dietz	Redmond Historic Preservation Officer	425-556-2415	kdietz@redmond.gov
Dr. Guy Tasa	State Physical Anthropologist	360-586-3534	Guy.Tasa@dahp.wa.gov
	King County Medical Examiner's Office	206-731-3232	

Protocol for

Project Completion

Capital Investment Programs

Contents

Introduction

Projects funded through the City of Redmond's Capital Investment Program (CIP) may require cultural resources work during several phases of the project. Cultural resources services may include pre-construction surveys, construction monitoring, and other mitigation work. The range of services will depend on the project and the sensitivity of the location where the project occurs. This protocol will typically be followed at the completion of the project, however, when construction will last more than two years, this protocol may be implemented at intervals throughout the project. This protocol provides information on the responsibilities of Redmond staff members, flowcharts, and checklists.

Preparing the Cultural Resources Debriefing Checklist

The Project and Construction Project Managers with the RHPO, as needed, will prepare a project debriefing checklist at project completion (or other determined intervals) at the request of the Department of Archaeology and Historic Preservation (DAHP) and/or the affected Indian tribes. The Project Manager, Construction Project Manager, or RHPO will distribute to DAHP and the affected Indian tribes. The checklist will summarize cultural resources work performed as part of the project including:

- Geotechnical boring monitoring
- Construction monitoring
- Special protection measures
- Inadvertent discoveries
- Mitigation work
- Copies of monitoring reports and mitigation documents will be appended to the Cultural Resources Debriefing Checklist.

Cultural Resources Debriefing Checklist

1	**Project Name**
	Division
	Project #
	Point of Contact:
	Construction Date:
	Funding Source(s)
	Comments:

2	**Regulatory Setting (Circle all that apply)**			
	Funding Source: Local	State	Federal	Private
	Permit Required: Local	State	Federal	
	Comments:			

3	**Location**
	Address
	Legal Description
	Parcel Number(s)
	Acre(s)
	Comments:

4	**Cultural Resources Activities (attach reports to this document)**
	☐ Geotechnical Boring
	☐ Cultural Monitoring
	☐ Archaeological Monitoring
	☐ Protective measures for known archaeological resources
	☐ Protective measures for known architectural resources
	☐ Data Recovery

	☐ Unanticipated Discoveries
	☐ Other
	☐ Comments