

# *Archeological Resource Investigation Guidelines*

*Queen Anne's County Planning Commission*



*Revised 2/22/2017*

*Adopted \_\_\_\_\_*

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## **I. Introduction**

It is the policy of the Queen Anne's County Planning Commission to require the documentation and preservation of archeological resources in order to protect the county's cultural heritage. These guidelines were developed to assist applicants in addressing the Planning Commission's policy with respect to development applications and compliance with Chapter 18:1 Section 18:1-91.C of the of the Zoning and Subdivision regulations of Queen Anne's County. The portion of the guidelines relating to archeological resource investigations and report preparation are based on the Maryland Historical Trust (MHT) publication, *The Standards and Guidelines for Archeological Investigations in Maryland* (Shaffer and Cole 1994)<sup>1</sup>, as well as accepted practices for archeology in the Mid-Atlantic Region. All work conducted in Queen Anne's County must be performed in accordance with *The Standards and Guidelines for Archeological Investigations in Maryland* (Shaffer and Cole).

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<sup>1</sup> Shaffer, Gary D. and Elizabeth J. Cole 1994  
*The Standards and Guidelines for Archeological Investigations in Maryland*. Maryland Historical Trust technical Report 2.

## **II. Definitions of Terms**

***Archeological Resource*** – Any artifact, site, or district that embodies physical evidence of past human activity. For the purpose of this document, an archeological resource must date from prehistoric (i.e., before approximately the end of the 16<sup>th</sup> – beginning of the 17<sup>th</sup> century) or historic times (i.e. at least 50 years ago).

***Archeological Site*** – A concentration of archeological resources including artifacts (human-made objects), ecofacts (bone, shell, plant remains), or modifications to the landscape (e.g., terraces, vegetative elements, mounds, trenches) that provide information on past human activities. Archeological sites may include structures; however, unlike historic properties such as houses, the location of an archeological site is not always apparent.

***Archeological Professional*** – Meets the Secretary of the Interior’s Professional Qualification Standards, as stated in the Secretary of the Interior’s *Standard and Guidelines for Archeology and Historic Preservation* (36 CFR 61), as follows:

The minimum professional qualifications in archeology are a graduate degree in archeology, anthropology, or closely related field plus:

1. At least one year of full-time professional experience or equivalent specialized training in archeological research, administration or management;
2. At least four months of supervised field and analytic experience in general North American archeology; and
3. Demonstrated ability to carry research to completion.

In addition to these minimum qualifications, a professional in prehistoric archeology shall have at least one year of full-time professional experience at a supervisory level in the study of archeological resources of the prehistoric period. A professional in historic archeology shall have at least one year of full-time professional experience at a supervisory level in the study of archeological resources of the historic period.

***Architectural Historian*** – Meets the Secretary of Interior’s Professional Qualification Standards, as stated in the Secretary of the Interior’s *Standards and Guidelines for Archeology and Historic Preservation* (36 CFR 61), as follows:

The minimum professional qualifications in architectural history are a graduate degree in architectural history, art history, historic preservation, or closely related field, with coursework in American architectural history; or a bachelor’s degree in architectural history, art history, historic preservation or closely related field plus one of the following:

1. At least two years of full-time experience in research, writing, or teaching in American architectural history or restoration architecture with an academic institution, historical organization or agency, museum, or other professional institution; or
2. Substantial contribution through research and publication to the body of scholarly knowledge in the field of American architectural history.

**Centimeter** – 1 centimeter = 0.3937008 inch.

**Collection** – The material remains that are extracted or removed during an investigation, extraction, or other study of a prehistoric or historic archeological resource, as well as the associated records that are prepared or assembled in connection with an investigation, excavation, or other study.

**Curation** – (1) Inventorying, accessioning, labeling, cleaning, and cataloging a collection (to be completed by the archeological consultant). (2) Providing curatorial services means managing and preserving a collection according to professional museum and archival practices, including, but not limited to: storing and maintaining a collection, using appropriate methods and containers, under appropriate environmental conditions and physically secure controls.

**Draft Report** – The first submittal from the applicant, which is reviewed by the Planning Department staff. This submittal reports on the methods, finds, and results of the archeological investigation that was required by the county.

**Engineering Measurements (also known as English measurements)** – Feet and tenths of feet.

**Final Report** – The final submittal from the applicant, in which all comments from the Planning Department staff have been addressed.

**Historic Resource** – An area of land, building, structure, or object, or a group or combination thereof, including appurtenances and environmental setting, which may be significant in national, state, or local history, architecture, archeology, or culture, and which is listed in the Maryland Inventory of Historic Places for Queen Anne’s County.

**Historic Site** – Any individual historic resource that is significant, contributes to historical, architectural, archeological, or cultural values, and has been classified as a “historic site” in the *Queen Anne’s County Comprehensive Plan* and/or *Community Plans*.

**Locus (Locis, plural)** – A specific limited location within an archeological site where a concentration of artifacts or features has been identified.

***Maryland Historical Trust (MHT)*** – The Maryland Historical Trust is the principal operating unit within the Division of Historical and Cultural Programs, an agency of the Maryland Department of Housing and Community Development. The MHT was created in 1961 to assist the people of Maryland in identifying, studying, evaluating, preserving, protecting, and interpreting the state’s significant historic, architectural and cultural resources. The Maryland Historical Trust serves as the state historic preservation office (SHPO) for Maryland.

***Maryland Inventory of Historic Places (MIHP)*** – The Maryland Historical Trust’s list of districts, sites, buildings, structures, and objects of known or potential value to the prehistory, history, terrestrial or underwater archeology, architecture, engineering, and culture of Maryland.

***Maryland Inventory of Historic Places Archeological Site Investigation Form*** – Form to be completed when an archeological site is identified. The form includes information on type of site, condition, location, and artifacts recovered.

***Maryland Register of Historic Properties*** – The Maryland Historical Trust’s list of all properties included in or determined by its director to be eligible for listing in the National Register of Historic Places.

***Meter*** – 1 meter = 3.2808399 feet.

***National Register of Historic Places*** – The official federal list, maintained by the National Park Service, of districts, sites, buildings, structures, and objects significant in American history, architecture, archeology, engineering, and culture.

***Natural Resource Inventory*** – The report that evaluates the property’s historic or archeological significance and its potential for further investigation.

***Phase I (Identification) Archeological Investigation*** – The first phase of a required archeological resource investigation. The purpose of the Phase I is to identify any archeological resources within the subject property.

***Phase II (Evaluation) Archeological Investigation*** – Further archeological investigation to determine whether archeological resources on the subject property are potentially eligible for listing in the National Register of Historic Places, and/or the Maryland Inventory of Historic Places for Queen Anne’s County.

***Phase III (Treatment) Archeological Investigation*** – Avoidance and preservation in place, or mitigation of adverse effects when an archeological site cannot be avoided or preserved in place. Phase III requires a preservation plan or a data recovery plan prior to archeological excavations, as well as a public outreach component.

***Potentially Significant Site*** – Is the location of a significant event, a prehistoric or historic occupation or activity, or a building or structure (whether standing, ruined or vanished) where the location itself possesses historical, cultural or archaeological value regardless of the value of any existing structure.

***Preservation and Historic Preservation*** – “Identification, evaluation, recordation, documentation, curation, acquisition, protection, management, rehabilitation, restoration, stabilization, maintenance, and reconstruction, or any combination of the foregoing activities.” (16 U.S.C. 470w[8]).

***Queen Anne’s County Historic Sites and Districts*** – The County’s Comprehensive Plan and Community Plans containing goals, objectives, and policies for historic preservation, as well as the *Historic Sites Inventory*.

***Queen Anne’s County Inventory of Historic Sites*** – The inventory is part of the Historic Sites and Inventory of Historic Properties and lists historic resources located in Queen Anne’s County.

***Research Design*** – Written description of proposed archival research, archeological (and if required, architectural history) fieldwork, and analysis methods and techniques.

***Significance*** – Retains the qualities that meet the county or National Register of Historic Places criteria, in particular, for archeological sites, retaining integrity and context.

***Stratigraphic Integrity*** – An archeological site that is found in soil that has kept its original soil stratigraphy and is undisturbed or has been minimally disturbed by erosion, agricultural practices, or other soil disturbance.

### **III. Development Review Process**

#### **A. Review Process**

Applications for approval of all major site plans, major subdivisions, concept plans for solar arrays, concept plans for major extraction permits, and telecommunication towers are required to comply with Chapter 18: 1: Zoning & Subdivision Regulations and comply with the Planning Commission's Guidelines for Archeological Resource Investigations.

##### **1. Pre-submission**

Prior to submittal of a development application, potential applicants shall arrange a pre-application meeting with the Planning Department for an evaluation of archeological potential and a finding as to whether an archeological investigation is needed. A pre-application review will help to avoid delays in the processing of development applications.<sup>2</sup> Submittal of a draft Natural Resources Inventory (NRI) will expedite this process. Consultants submitting a report to the County should clearly describe their professional evaluation of the property's historic significance and its potential for further investigation or protection.

##### **2. Processing of Applications**

Upon the submission of a land use application (including a copy of the NRI), the Planning Department will review the development plan for archeological potential.<sup>3</sup> High probability for archeological resources on land that may be disturbed will be determined by an examination of the resources listed in footnote 3, using the NRI as a base map. If staff finds that there is a high probability that archeological resources could be located within the project area, staff will provide a memorandum that outlines the area where a Phase I Archeological Resource Investigation will be required. If a known potentially significant or National Register of Historic Places-eligible archeological site is within the project area, a Phase II (Evaluation) or Phase III (Treatment Plan) resource investigation may be required. If staff finds that no (further) archeological resource investigations are necessary, the applicant will receive a memorandum stating that the applicant has met the Planning Department's archeological requirements.

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<sup>2</sup> Please note that the plan may be subject to state or federal review in addition to county review; Archeological investigation may be required through that review. The MHT Office of Preservation Services is the unit responsible for reviewing all state and federally assisted projects to ensure compliance with state and federal historic preservation laws and regulations.

<sup>3</sup> Using the NRI as a base map, staff review will include examination of the project area location using a number of resources, such as the following: the county's Comprehensive Plan and Community Plans, the county's Historic Sites Inventory, locations of known archeological sites and historic properties from the *Maryland Inventory of Historic Properties*, USGS topographic quadrangles, aerial photographs, and other documents.

### 3. Submission Reports

The Natural Resources Inventory (NRI) will be used to determine whether a Phase I, II, or III Archeological Resource Investigation will be required. If required, an acceptable draft Phase I Archeological Resource Investigation Report shall be submitted at least 45 days prior to the scheduled Planning Commission meeting date to allow time for staff review. Following the applicant's submittal of an acceptable draft report, staff's recommendations to the Planning Commission on the land use application will, in most cases, be one of the following:

- a. No further archeological resource investigation is necessary and the applicant's archeological obligation is complete.
- b. Phase II (Evaluation) archeological resource investigation is necessary; and/or
- c. Phase III (Treatment Plan) archeological resource investigation is necessary.

Should a Phase II or Phase III investigation be recommended by staff the acceptable report will generally correspond with the submittal of the required site or subdivision plan.

### 4. Planning Commission Hearing

Staff recommendations on archeology will be made part of the Staff Technical Advisory Committee report. The Planning Commission may require additional archeological resource investigations prior to or as a condition of plan approval.

### 5. Timing of Additional Investigations

Should the Planning Commission determine that a Phase II (Evaluation) or Phase III (Treatment Plan) is deemed necessary, the report shall be submitted within 180 days from the time that notice was given to proceed with further investigations. Phased permits that exclude the Phase II or Phase III archeological site area from soil disturbance (except for disturbance that is permitted as part of an approved archeological excavation) may be permitted.

### 6. Unanticipated Discoveries, including Human Remains

If human remains are discovered during construction, all work shall halt in the vicinity of the discovery until the appropriate authorities (Maryland State Police, State's Attorney of the county, and the Maryland Historical Trust) have been notified and the relevant parties have agreed upon a course of action. The provisions of Maryland burial law should be followed.

Maryland burial law, Article 27, Title 10, Subtitle 4 of the Annotated Code of Maryland, requires authorization from the State's Attorney of the appropriate county for the removal of any human remains, monuments, gravestones, or other markers from a cemetery. The law also stipulates that any remains or materials removed must be relocated in an acceptable place in a permanent cemetery. The law provides penalties for unauthorized removal of human remains and the willful destruction/injury to any cemetery structure (such as a tomb, monument, gravestone, building, wall, fence, railing) or vegetation (trees, shrubs, plants). In addition, if a burial is to be disinterred and then reinterred in a different cemetery, a permit must be obtained from the County Health Officer or the State Department of Health and Mental Hygiene (Health- General Article, § 4-215).

#### **IV. Requirements for National Resource Inventory (NRI), Archeological Investigation and Report Preparation**

##### **A. Professional Qualifications**

A Natural Resource Inventory (NRI) may be performed by a qualified consultant versed in the field of archeology and history. Archeological Resource Investigations must be performed under the supervision of professional archeologists who meet the qualifications of an archeological professional as defined herein. Should architectural historians be required as part of an historic property investigation, the architectural historians shall also meet the Professional Qualification Standards, as defined herein.

##### **B. Report Standards**

Artifact and site analysis, and report preparation must follow *The Standards and Guidelines for Archeological Investigations in Maryland* (Schaffer and Cole, 1994). The report format must follow either the *American Antiquity* or the *Society for Historical Archaeology* style guide. Two copies of the draft report, four copies of the final report shall be submitted to the Queens Anne's County Department of Planning and Zoning. "Draft" or "Final" must be stated on the front cover along with the relevant associated application numbers. The staff will provide two copies to the MHT, one for the MHT library, and one for the Maryland Archeological Conservation Laboratory (MAC Lab).

##### **C. Policy on Identification of Archeological Sites**

In keeping with the policy of the state and federal government, the exact location of archeological sites will generally not be shown on maps and plats available to the public. To help protect these resources, it is the policy of the Planning Commission that anyone who wishes to read an archeological report must sign a statement that he/she will not reproduce any pages of the report that identify exact site locations. Both federal and state law provide for confidentiality of information regarding the location and character of an historic property if the federal agency or the MHT determines that disclosure of that information may create a substantial risk of harm, theft, or destruction of the property or area where the property is located.<sup>4</sup> Project planning documents, reports, and report abstracts intended for public use or distribution should withhold site-specific locational data, and provide only general descriptive information necessary for planning and review purposes.

##### **D. Collection Policy**

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<sup>4</sup> Ref.16 U.S.C. 470w-3 and Article 83B, § 5-615[d], of the Annotated Code of Maryland, and COMAR 05.08.05.10B.

It is recommended that the curated artifact collection and associated documentation should be deposited with the MHT's archeological research facility or the Maryland Archeological Conservation Lab (MAC Lab), at the Jefferson Patterson Park and Museum, St. Leonard, MD<sup>5</sup>. The Planning Commission encourages such contributions since they assure a stable curation and storage environment, add to the store of public knowledge and ensure accessibility for historic research for future generations. Please consult the MAC Lab to ascertain the one-time storage fee.<sup>6</sup>

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<sup>5</sup> The MAC Lab accepts artifact collections from excavations within the State of Maryland.

<sup>6</sup> Collection and conservation standards can be found in *Technical Update No. 1 of The Standards and Guidelines for Archeological Investigations in Maryland*, Collections and Conservation Standards (Maryland Historic Trust, 1999), as amended in 2005.

## **V. Investigation Requirements**

### **A. Natural Resources Inventory (NRI) Process**

#### **1. Scope of Investigation**

The purpose of the Natural Resource Inventory is to:

- Determine the property's historic or archeological significance and its potential for further investigation or protection.

#### **2. Submission Requirements:**

- (a.) Background study. Evaluation of the property's historic or archeological significance and its potential for further investigation or protection should include review and reporting of known archeological sites and historic properties from the *Maryland Inventory of Historic Properties*, *Queen Anne's County Historic Sites Inventory*, cemeteries and burial grounds on the property. Applicant is responsible for researching the Maryland Historical Trust, the Maryland Historical Trust Library, the Maryland State Highway Administration, the National Register of Historic Places, and other resources to determine whether archaeological resources are likely to exist on site.
- (b.) An excerpt (8½ x 11 inches) from the United States Geological Survey. Topographic Series, 7.5 minutes, Quadrangle Sheet, clearly delineating project area, quad name, scale and North arrow. The acreage of the tract and a project map at one inch equals 100 feet (or greater) shall also be provided.
- (c.) A description, documented when possible, of the project area's former land use, as far back as can be ascertained.
- (d.) Photographs of the project area taken from outside looking in toward the property and photographs of the surrounding area taken from the property looking out. If the project involves reuse of existing buildings, individual photographs as well as streetscape photographs should be submitted. Each photograph should be captioned, numbered and keyed to a project site map.
- (e.) A description of existing structures on the property, including approximate dates of construction. If a building is more than 50 years old, include photographs and provide architectural descriptions of exteriors and interiors, historical significance, and any alterations of the original appearance of the building.
- (f.) A description of the property, emphasizing its possible impact on archeological sites and structures.

## B. Phase I (Identification) Process

### 1. Scope of Investigation

The purpose of the Phase I archeological resource investigation is to:

- Locate any archeological resources within the project area;
- Identify approximate horizontal and vertical boundaries of any identified sites; and
- Assess the site's potential for listing in the Maryland Inventory of Historic Places for Queen Anne's County, or potential eligibility for listing in the National Register of Historic Places, and the need for a Phase II (Evaluation) archeological investigation.

Upon receipt of the marked up NRI, the applicant's archeologist should submit a draft scope of work for approval by the Planning Department prior to commencing work.

### 2. Methodology for Investigations

The level of effort for the Phase I archeological resource investigation must be consistent with MHT Standards and Guidelines. A subsurface excavation component should be part of the Phase I investigation. The Phase I fieldwork should involve some from the sampling, for example, systematically arranged excavation transects, to allow a high assurance that significant archeological resources have not been overlooked. Archeologists conducting Phase I Resource Investigations in Queen Anne's County should "conduct their investigations with a reasonable and good faith effort." "The recommended form of Investigation... is the excavation of shovel test pits (STPs) *according to a carefully justified sampling strategy.*" "Records must be made on how Investigation grids were established with reference to local environmental features... A small number of extra test pits should be excavated around STPs that appear to produce 'isolated' cultural materials, in order to look for archeological resources of a smaller diameter than the test interval."<sup>7</sup>

All excavations should be conducted in metric units or engineering feet and tenths of feet, with the exception of known historic archeological sites, which can be conducted in English units. Shovel test pits (STP) should be excavated at intervals no greater than 15 meters (50 feet) on regular grids, and should continue in depth to 10 centimeters (3.94 inches) into sterile subsoil. Any variation from these intervals should be coordinated with Planning Department staff prior to conducting the Investigation. Justification for the STP interval should be clearly explained in the draft and final report submittals, with text and maps.

Any prehistoric or historic archeological resources identified during the Phase I field Investigation and excavations should be shown on a map, their approximate horizontal and

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<sup>7</sup> Schaffer and Cole, *The Standards and Guidelines for Archeological Investigations in Maryland* 1994, pp.11-12.

vertical boundaries identified, and a recommendation for further work or no further work should be stated in the Phase I report.

All sites should be recorded on a Maryland Inventory of Historical Properties Archeological Site Investigation Form, and submitted to the MHT to receive an archeological site number. The assigned site number should be referenced in the report. All artifacts recovered and documents relating to the Phase I investigation should be curated to MHT standards and donated to the MAC Lab.

### 3. Architectural Documentation

All cultural resources should be documented in the Phase I Resource Investigation. Standing structures may be identified during the Phase I Resource Investigation. If this occurs, the structures should be photographed and mapped, and a brief description of their condition and construction should be provided in the draft and final reports, along with a map identifying their location on the subject property. Architectural documentation should follow MHT Guidelines for Architectural and Historical Investigations.<sup>8</sup>

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<sup>8</sup> *Standards and Guidelines for Architectural and Historical Investigations in Maryland*, Maryland Historical Trust, 2000.

## C. Phase II (Evaluation) Requirements

### 1. Scope of Investigation

The purpose of the Phase II Archeological Resource Investigation is to:

- Further identify the vertical and horizontal boundaries of the known archeological site;
- Conduct a Phase II architectural analysis for standing structures as applicable, which meet *The Standards and Guidelines for Architectural and Historical Investigations in Maryland* of the Maryland Historical Trust. These investigations may, in consultation with the Planning Department staff, include photographic documentation that meets National Register of Historic Places standards, building measurements, and scaled site plans that show relevant features of the site and its environment;
- Collect additional archival and archeological information (including a complete chain of title if it has not been completed as part of the Phase I investigation), to determine whether the site is eligible to be listed as a historic site, based on the criteria for the National Register of Historic Places; and
- Provide recommendations for future treatment.

### 2. Method for Investigations

To accomplish these goals the research design should incorporate archival research, and architectural and archeological investigation methods that focus on determining site size, chronology, function, and intrasite structure and integrity. Archival research, laboratory analysis, and special studies should be conducted as appropriate. Special studies may include, but are not limited to, paleobotanical analysis, faunal analysis, remote sensing techniques, and radiocarbon dating. The level of effort for the Phase II Archeological Resource Investigation should be consistent with MHT Standards and Guidelines. The archeologist should not conduct Phase II investigations until the Planning Department staff is notified and have given written approval of the submitted research design.

Phase II archeological excavations should include individual test units that measure “at least 1 x 1 to 2 x 2 meters (~3¼ x 3¼ feet to ~6½ x 6½ feet), depending on the site size and expectations of artifact density and feature preservation.” “Excavation of test units should normally continue at least 10 cm (~4 inches) into the subsoil.... Finally, all Phase II fieldwork should be conducted on a grid system.”<sup>9</sup> Other testing methods that is appropriate to establish more accurate horizontal site boundaries and to reveal occupation levels can include, but are not limited to, close-interval shovel test pits, controlled surface collection,

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<sup>9</sup> Schaffer and Cole 1994: 18.

and/or mechanical excavations. All artifacts recovered and documents relating to the Phase II investigation should be curated to MHT and provided to the MAC Lab.

#### D. Phase III (Treatment) Requirements

##### 1. Scope of Investigation

The purpose of the Phase III Archeological Treatment is to:

- Avoid (through preservation in place), minimize, or mitigate (through data recovery) adverse effects to an archeological site that has been identified as significant and potentially eligible to be listed as a historic site, or determined eligible for the National Register of Historic Places.

##### 2. Criteria for Phase III Treatment

The following criteria are used to determine whether a Phase III is required for an archeological site.

- A. **Rarity** – The degree of uniqueness the property’s resources possess and their potential for providing archeological information about a person, structure, event, or historical process, for which there are few examples in Queen Anne’s County.
- B. **Research Value** – The extent to which the archeological data that would be contained on the property would contribute to the expansion of knowledge.
- C. **Public Value** – The level of importance of property has to the community as the specific location associated with a significant person, structure, event, or historical process.
- D. **Site Integrity** – The extent to which soil stratigraphy and original placement and condition of archeological resources on the property have not been disturbed or altered in a manner which appreciably reduces their research or public value.
- E. **Interpretive Value in Place** – The extent to which it retains its spatial context and offers the opportunity for visual interpretation to the public about the prehistory and history of the county.

##### 3. Preservation in Place

Preservation in place is generally preferable for archeological sites with high interpretive value, and is encouraged by the Queen Anne’s County Planning Commission. The Planning Commission may utilize preservation easements or conservation agreements and bonding as ways to preserve significant archeological sites in perpetuity and provide interpretation. If preservation in place is possible: “Preservation treatments should incorporate measures to protect the archeological property from natural deterioration, vandalism, and other potential

impacts as appropriate.”<sup>10</sup> Appropriate preservation-in-place measures include avoidance, protection, and/or historic preservation easements/covenants.

The objective of preservation in place treatment is to safeguard the resource for future research, interpretation, and appreciation. If preservation in place is chosen, the archeological site may be eligible to be listed as a historic site on the Queen Anne’s County Historic Inventory and/or in the Historic and Cultural Preservation Element of the Comprehensive Plan.

If preservation in place is possible, a treatment plan should be submitted to and reviewed by the Planning Department as a limited detailed site plan. The treatment plan should:

- a. Provide a basic description of the archeological site and the characteristics that make it significant.
- b. Include measures for ensuring the resource’s preservation in perpetuity, including ownership and maintenance of the resource; and
- c. Provide public education and interpretation, for example through signs, internet sites, etc.

The treatment plan for preservation in place must be reviewed and determined to have complied with these guidelines, with or without conditions, prior to or after final plat or plan approval.

#### 4. Data Recovery

Data recovery archeological investigations should be conducted only when avoidance is not possible. The objectives of the data recovery archeological resource investigations are to:

- a. Provide a basic description of the archeological site and the characteristics that make it significant;
- b. Provide maximum retrieval of important data;
- c. Test and address explicitly stated research questions;
- d. Address the site’s significance;
- e. Determine the site’s characteristics and variability; and
- f. Provide public education and interpretation of the data recovery results.<sup>11</sup>

Phase III Data Recovery Investigations may not begin until the Planning Department staff has been notified and given written approval of the submitted research design for the data recovery plan.

As discussed in *The Standards and Guidelines for Archeological Investigations in Maryland*, the data recovery investigation should use explicit methods and techniques, and the field study

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<sup>10</sup> Schaffer and Cole 1994:23.

<sup>11</sup> Schaffer and Cole 1994

should employ a strategy of close interval shovel test pits, test units, and if required, mechanical stripping. Mechanical trenches and blocks, controlled surface collection, and/or other recognized investigative techniques may also be used, as appropriate. Archival research, laboratory analysis, and special studies should be conducted as appropriate. Special studies may include but are not limited to paleobotanical analysis, faunal analysis, remote sensing, and radiocarbon dating. Treatment measures and appropriate interpretation will be decided on a case-by-case basis. Public interpretation may include permanent exhibits, signage, posters, pamphlets, websites, and other forms of public education. Appropriate treatment and interpretation will be determined in consultation with the Planning Department staff prior to undertaking any work. Artifacts should be appropriately curated and deposited with the MAC Lab.<sup>12</sup>

The Phase III (Treatment/Data Recovery) final report must be reviewed and be determined to have complied with these guidelines, with or without conditions, prior to or after final plat or plan approval.

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<sup>12</sup> Schaffer and Cole 1994.