



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

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Site Name(s): <sup>SPF-25-00009</sup> Parcel # 960238 Location: 4640 W. Dry Creek RD - Ellensburg, WA 98926  
Project Lead/Organization: Amy Mills County: Kittitas

If this Inadvertent Discovery Plan (IDP) is for multiple (batched) projects, ensure the location information covers all project areas.

### 1. INTRODUCTION

The IDP outlines procedures to perform in the event of a discovery of archaeological materials or human remains, in accordance with applicable state and federal laws. An IDP is required, as part of Agency Terms and Conditions for all grants and loans, for any project that creates disturbance above or below the ground. An IDP is not a substitute for a formal cultural resource review (Executive 21-02 or Section 106).

Once completed, **the IDP should always be kept at the project site** during all project activities. All staff, contractors, and volunteers should be familiar with its contents and know where to find it.

### 2. CULTURAL RESOURCE DISCOVERIES

A cultural resource discovery could be prehistoric or historic. Examples include (see images for further examples):

- An accumulation of shell, burned rocks, or other food related materials.
- Bones; intact or in small pieces.
- An area of charcoal or very dark stained soil with artifacts.
- Stone tools or waste flakes (for example, an arrowhead or stone chips).
- Modified or stripped trees, often cedar or aspen, or other modified natural features, such as rock drawings.
- Agricultural or logging materials that appear older than 50 years. These could include equipment, fencing, canals, spillways, chutes, derelict sawmills, tools, and many other items.
- Clusters of tin cans or bottles, or other debris that appear older than 50 years.
- Old munitions casings. **Always assume these are live and never touch or move.**
- Buried railroad tracks, decking, foundations, or other industrial materials.
- Remnants of homesteading. These could include bricks, nails, household items, toys, food containers, and other items associated with homes or farming sites.

The above list does not cover every possible cultural resource. When in doubt, assume the material is a cultural resource.

### 3. ON-SITE RESPONSIBILITIES

If any employee, contractor, or subcontractor believes that they have uncovered cultural resources or human remains at any point in the project, take the following steps to **Stop-Protect-Notify**. If you suspect that the discovery includes human remains, also follow Sections 5 and 6.

#### STEP A: Stop Work.

All work must stop immediately in the vicinity of the discovery.

#### STEP B: Protect the Discovery.

Leave the discovery and the surrounding area untouched and create a clear, identifiable, and wide boundary (30 feet or larger) with temporary fencing, flagging, stakes, or other clear markings. Provide protection and ensure integrity of the discovery until cleared by the Department of Archaeological and Historical Preservation (DAHP) or a licensed, professional archaeologist.

Do not permit vehicles, equipment, or unauthorized personnel to traverse the discovery site. Do not allow work to resume within the boundary until the requirements of this IDP are met.

#### STEP C: Notify Project Archaeologist (if applicable).

If the project has an archaeologist, notify that person. If there is a monitoring plan in place, the archaeologist will follow the outlined procedure.

#### STEP D: Notify Project and Washington Department of Ecology (Ecology) contacts.

##### Project Lead Contacts

Primary Contact	Alternate Contact
Name: Amy mills	Name: Mark mills
Organization:	Organization:
Phone: (509) 899-1700	Phone: (509) 260-0043
Email: amyjoanmills@gmail.com	Email: mills@Fairpoint.net

##### Ecology Contacts (completed by Ecology Project Manager)

Ecology Project Manager	Alternate or Cultural Resource Contact
Name:	Name:
Program:	Program:
Phone:	Phone:
Email:	Email:

**STEP E: Ecology will notify DAHP.**

Once notified, the Ecology Cultural Resource Contact or the Ecology Project Manager will contact DAHP to report and confirm the discovery. To avoid delay, the Project Lead/Organization will contact DAHP if they are not able to reach Ecology.

DAHP will provide the steps to assist with identification. DAHP, Ecology, and Tribal representatives may coordinate a site visit following any necessary safety protocols. DAHP may also inform the Project Lead/Organization and Ecology of additional steps to further protect the site.

**Do not continue work until DAHP has issued an approval for work to proceed in the area of, or near, the discovery.**

DAHP Contacts:

Name: Rob Whitlam, PhD  
Title: State Archaeologist  
Cell: 360-890-2615  
Email: [Rob.Whitlam@dahp.wa.gov](mailto:Rob.Whitlam@dahp.wa.gov)  
Main Office: 360-586-3065

**Human Remains/Bones:**

Name: Guy Tasa, PhD  
Title: State Anthropologist  
Cell: 360-790-1633 (24/7)  
Email: [Guy.Tasa@dahp.wa.gov](mailto:Guy.Tasa@dahp.wa.gov)

**4. TRIBAL CONTACTS**

In the event cultural resources are discovered, the following tribes will be contacted. See Section 10 for Additional Resources.

Tribe:	Colville	Tribe:	Yakama
Name:	Jordan Bovee	Name:	Jerry Meninick
Title:	Archaeologist	Title:	Deputy Dir of Cultural Resources
Phone:	(509) 631-1131	Phone:	(509) 865-5121
Email:	<a href="mailto:jordan.bovee@colvilletribe.com">jordan.bovee@colvilletribe.com</a>	Email:	<a href="mailto:jerry.meninick@yakama.com">jerry.meninick@yakama.com</a>
Tribe:	Snoqualmie	Tribe:	
Name:	Steven Moses	Name:	
Title:	Director Archeological & Historic Preservation	Title:	
Phone:	(425) 495-6047	Phone:	
Email:	<a href="mailto:steve@snoqualmie-tribe.us">steve@snoqualmie-tribe.us</a>	Email:	

Please provide contact information for additional tribes within your project area, if needed, in Section 11.

**5. FURTHER CONTACTS (if applicable)**

If the discovery is confirmed by DAHP as a cultural or archaeological resource, or as human remains, and there is a partnering federal or state agency, Ecology or the Project Lead/Organization will ensure the partnering agency is immediately notified.

Federal Agency:

Agency:	
Name:	
Title:	
Phone:	
Email:	

State Agency:

Agency:	
Name:	
Title:	
Phone:	
Email:	

**6. SPECIAL PROCEDURES FOR THE DISCOVERY OF HUMAN SKELETAL MATERIAL**

Any human skeletal remains, regardless of antiquity or ethnic origin, will at all times be treated with dignity and respect. Follow the steps under **Stop-Protect-Notify**. For specific instructions on how to handle a human remains discovery, see: [RCW 68.50.645: Skeletal human remains—Duty to notify—Ground disturbing activities—Coroner determination—Definitions.](#)

**Suggestion:** If you are unsure whether the discovery is human bone or not, contact Guy Tasa with DAHP, for identification and next steps. Do not pick up the discovery.

Guy Tasa, PhD State Physical Anthropologist  
[Guy.Tasa@dahp.wa.gov](mailto:Guy.Tasa@dahp.wa.gov)  
(360) 790-1633 (Cell/Office)

For discoveries that are confirmed or suspected human remains, follow these steps:

1. Notify law enforcement and the Medical Examiner/Coroner using the contacts below. **Do not call 911** unless it is the only number available to you.

Enter contact information below (required):

- Local Medical Examiner or Coroner name and phone:

- Local Law Enforcement main name and phone:

- Local Non-Emergency phone number (911 if without a non-emergency number):

2. The Medical Examiner/Coroner (with assistance of law enforcement personnel) will determine if the remains are human or if the discovery site constitutes a crime scene and will notify DAHP.
3. **DO NOT speak with the media, allow photography or disturbance of the remains, or release any information about the discovery on social media.**
4. If the remains are determined to be non-forensic, Cover the remains with a tarp or other materials (not soil or rocks) for temporary protection and to shield them from being photographed by others or disturbed.

Further activities:

- Per [RCW 27.44.055](#), [RCW 68.50](#), and [RCW 68.60](#), DAHP will have jurisdiction over non-forensic human remains. Ecology staff will participate in consultation. Organizations may also participate in consultation.
- 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, work in the discovery area may resume as described in Section 8.

If the project occurs on federal lands (such as a national forest or park or a military reservation) the provisions of the Native American Graves Protection and Repatriation Act of 1990 (NAGPRA) 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.

If the project occurs on non-federal lands, the Project Lead/Organization will comply with applicable state and federal laws, and the above protocol.

## **7. DOCUMENTATION OF ARCHAEOLOGICAL MATERIALS**

Archaeological resources discovered during construction are protected by state law [RCW 27.53](#) and assumed eligible for inclusion in the National Register of Historic Places under Criterion D until a formal Determination of Eligibility is made.

The Project Lead/Organization must ensure that proper documentation and field assessment are made of all discovered cultural resources in cooperation with all parties: the federal agencies (if any), DAHP, Ecology, affected tribes, and the archaeologist.

The archaeologist will record all prehistoric and historic cultural material discovered during project construction on a standard DAHP archaeological site or isolate inventory form. They will photograph site overviews, features, and artifacts and prepare stratigraphic profiles and soil/sediment descriptions for minimal subsurface exposures. They will document discovery locations on scaled site plans and site location maps.

Cultural features, horizons, and artifacts detected in buried sediments may require the archaeologist to conduct further evaluation using hand-dug test units. They will excavate units in a controlled fashion to expose features, collect samples from undisturbed contexts, or to interpret complex stratigraphy. They may also use a test unit or trench excavation to determine if an intact occupation surface is present. They will only use test units when necessary to gather information on the nature, extent, and integrity of subsurface cultural deposits to evaluate the site's significance. They will conduct excavations using standard archaeological techniques to precisely document the location of cultural deposits, artifacts, and features.

The archaeologist will record spatial information, depth of excavation levels, natural and cultural stratigraphy, presence or absence of cultural material, and depth to sterile soil, regolith, or bedrock for each unit on a standard form. They will complete test excavation unit level forms, which will include plan maps for each excavation level and artifact counts and material types, number, and vertical provenience (depth below

surface and stratum association where applicable) for all recovered artifacts. They will draw a stratigraphic profile for at least one wall of each test excavation unit.

The archaeologist will screen sediments excavated for purposes of cultural resources investigation through 1/8-inch mesh, unless soil conditions warrant 1/4-inch mesh.

The archaeologist will analyze, catalogue, and temporarily curate all prehistoric and historic artifacts collected from the surface and from probes and excavation units. The ultimate disposition of cultural materials will be determined in consultation with the federal agencies (if any), DAHP, Ecology, and the affected tribe(s).

Within 90 days of concluding fieldwork, the archaeologist will provide a technical report describing any and all monitoring and resultant archaeological excavations to the Project Lead/Organization, who will forward the report to Ecology, the federal agencies (if any), DAHP, and the affected tribe(s) for review and comment.

If assessment activities expose human remains (burials, isolated teeth, or bones), the archaeologist and Project Lead/Organization will follow the process described in **Section 6**.

## **8. PROCEEDING WITH WORK**

The Project Lead/Organization shall work with the archaeologist, DAHP, and affected tribe(s) to determine the appropriate discovery boundary and where work can continue.

Work may continue at the discovery location only after the process outlined in this plan is followed and the Project Lead/Organization, DAHP, any affected tribe(s), Ecology, and the federal agencies (if any) determine that compliance with state and federal laws is complete.

## **9. ORGANIZATION RESPONSIBILITY**

The Project Lead/Organization is responsible for ensuring:

- This IDP has complete and accurate information.
- This IDP is immediately available to all field staff at the sites and available by request to any party.
- This IDP is implemented to address any discovery at the site.
- That all field staff, contractors, and volunteers are instructed on how to implement this IDP.

## **10. ADDITIONAL RESOURCES**

### **Informative Video**

Ecology recommends that all project staff, contractors, and volunteers view this informative video explaining the value of IDP protocol and what to do in the event of a discovery. The target audience is anyone working on the project who could unexpectedly find cultural resources or human remains while excavating or digging. The video is also posted on DAHP's inadvertent discovery language website.

**Ecology's IDP Video** (<https://www.youtube.com/watch?v=ioX-4cXfbDY>)

**Informational Resources**

DAHP (<https://dahp.wa.gov>)

Washington State Archeology (DAHP 2003)

([https://dahp.wa.gov/sites/default/files/Field%20Guide%20to%20WA%20Arch\\_0.pdf](https://dahp.wa.gov/sites/default/files/Field%20Guide%20to%20WA%20Arch_0.pdf))

Association of Washington Archaeologists (<https://www.archaeologyinwashington.com>)

**Potentially Interested Tribes**

[Interactive Map of Tribes by Area](#)

(<https://dahp.wa.gov/archaeology/tribal-consultation-information>)

WSDOT Tribal Contact Website

(<https://wsdot.wa.gov/tribal/TribalContacts.htm>)

**11. ADDITIONAL INFORMATION**

Please add any additional contact information or other information needed within this IDP.