



One Georgia Center, 600 West Peachtree Street, NW
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SHORT FORM INSTRUCTIONS FOR NEGATIVE FINDINGS

This form is to be used to report only Phase I surveys that result in the discovery of NO archaeological sites or isolated finds. Otherwise a full archaeological report must be submitted.

PROJECT LOCATION AND AREA OF POTENTIAL EFFECTS

- 1) County(ies):** List all counties the proposed project falls within.
- 2) USGS Quadrangle:** List all USGS Quadrangle Map, 7.5 minute series, 1:24,000 scale, and UTM zone that the proposed project falls within.
- 3) Project Description:** Enter a description of the type of project and what changes are proposed within the project area.
- 4) Area of Potential Effect (APE):** Enter a detailed description of the project Area of Potential Effects. Discuss the rationale for boundaries and type of effects anticipated. Include a description of existing right-of-way, required right-of-way, and project length. If applicable, also include temporary and permanent easements.

ARCHAEOLOGICAL SURVEY

- 1) Soil Descriptions:** Enter a description of the soils and approximate locations if variable within the APE.
- 2) Topography:** Describe the topographic setting of the project, the range of landforms, and slope percentages. Also list any special characteristics (springs, caves, Carolina Bays, terracing, etc.).
- 3) Land Use/Vegetation/Ground Cover:** Enter all current (and previous, if known) land use conditions within the APE (eg. agricultural, commercial, etc.). Describe the current vegetation and percent of surface visibility.
- 4) Survey Limitations and Disturbance(s):** List all conditions within the APE that have altered the natural landscape and/or have caused extensive disturbance (eg. pavement, sidewalk, fill, washouts, borrowed areas, etc).
- 5) Survey Methods:** List all survey techniques undertaken to survey the APE for archaeological sites or deposits. Include the number of Shovel Test Units excavated and number of Shovel Test Transects (if app).
- 6) Expanded Survey Corridor:** Check appropriate box asserting whether or not a 100 foot expanded survey corridor was included during survey.

ARCHAEOLOGICAL BACKGROUND RESEARCH

- 1) Previously Recorded Sites Within 1km of the APE:** List all sites within 1km of the APE, include site type, eligibility determination, year recorded, and distance from the APE. If any sites were previously recorded within the APE then a full report must be submitted, regardless if no cultural material was located during the current survey.

2) Previous Surveys: List all previous archaeological surveys whose coverage included all or portions of the present project's APE.

ATTACHMENT CHECKLIST

1) Project Location Map: Attach a GDOT county map depicting the precise location of the project. The map must include a north arrow, scale, and GDOT project number and PI number.

2) USGS Topographic Map: Attach a copy of all relevant USGS topographic maps, clearly illustrating the location of the project. Map must include a north arrow, scale, and GDOT project number and PI number. Map should also show the location of positive shovel tests, negative shovel tests, and "no digs". Also include the date of each quad map.

3) References Cited: Attach a References Cited section that contains a list of all written sources referenced for background research.

4) VITA of PI: PI should attach a condensed, 1 page VITA.

5) Photographs: Attach photographs that will give a sufficient representation of the project APE. Key the photograph locations to a USGS topographic map (can use map listed as attachment #2).

6) Field Notes: Attach a copy of all field notes.

CONSULTANT INFORMATION

1) Archaeological Consultant: Enter the name of the archaeological consulting firm.

2) Address: Enter the address of the archaeological consulting firm.

3) Phone Number: Enter archaeological consulting firm phone number.

4) Principal Investigator (PI): List the name of the PI who assumes responsibility for the archaeological investigation (he/she must meet the Secretary of Interior minimum qualification standards).

5) Project Archaeologist (PA): If the archaeological field work was not under the direct supervision of the PI please list the name of the PA in charge of all personnel in the field.

CONSULTANT CERTIFICATION

1) The PI needs to certify that the APE for the proposed GDOT project has been thoroughly surveyed for archaeological resources and that no such resources were located or identified. Space is also provided for the PI to add any necessary additional information.

2) PI Signature: The PI needs to sign here prior to draft submittal.

REVIEW

1) GDOT: GDOT archaeologist will review the first draft of the Short Form to ensure compliance with Section 106 of the National Historic Preservation Act, as amended, 1992. If changes are needed to the draft, comments will be provided by the GDOT archaeologist, and sent back to the consultant for the necessary revisions. If no changes are needed, the Short Form will be marked as "Draft Accepted as Final".

2) Carbon Copy: Consultant does not fill this out. GDOT will complete this section.

*** Please submit all draft Short Forms to the Archaeology Team Leader at GDOT via email in PDF format. All draft submissions should include the original Short Form, all attachments, and a scan of Page 3 signed by the PI.**

GDOT ARCHAEOLOGICAL SHORT FORM FOR NEGATIVE FINDINGS

Report Title: _____

Prime Consultant: _____

Sub Consultant: _____

GDOT Project No.: _____ P.I. No.: _____

GA SHPO HP#: _____

Draft Report Submitted on: ____/____/____

PROJECT LOCATION AND AREA OF POTENTIAL EFFECT

County(ies): _____

USGS Quadrangle(s): _____

Project Description: _____

Area of Potential Effect (APE): _____

SURVEY CONDITIONS

Soil Descriptions:

Topography:

Land Use/Vegetation/Ground Cover:

Survey Limitations and Disturbance(s):

Survey Methods:

No. of STs:_____ No. of Transects:_____

- ☐ This archaeological survey included all areas of the APE and an additional 100 foot expanded survey corridor.
☐ This archaeology survey covers the APE only and does not require the survey of the additional 100 foot expanded corridor.

ARCHAEOLOGICAL BACKGROUND RESEARCH

Previously Recorded Sites:

Previous Surveys:

Ref:

ATTACHMENT CHECKLIST

- | | |
|--|--|
| <input type="checkbox"/> 1. Project Location Map | <input type="checkbox"/> 2. USGS Topographic Map |
| <input type="checkbox"/> 3. References Cited | <input type="checkbox"/> 4. VITA |
| <input type="checkbox"/> 5. Photograph(s) | <input type="checkbox"/> 6. Field Notes |

CONSULTANT INFORMATION

Archaeological Consultant: _____

Address: _____

Phone No.: _____

Principal Investigator: _____

Project Archaeologist: _____

CONSULTANT CERTIFICATION

I, the Principal Investigator: _____ do hereby certify that the Area of Potential Effect (as described on Page 1 of this form) for GDOT Project _____ has been thoroughly surveyed for archaeological resources and that no such resources were located or identified.

PI Signature: _____

Comments:

REVIEW

GDOT Archaeologist: _____ Date: ____/____/____

Comments:

Draft Accepted as Final ☐

By agreement, because no archaeological resources were located within the project's area of potential effect, no signed concurrence from the State Historic Preservation Office is required.

Cc:

CLEAR