

**MEMORANDUM OF AGREEMENT BY AND AMONG THE UNITED STATES OF AMERICA
ACTING BY AND THROUGH ITS GENERAL SERVICES ADMINISTRATION, BUREAU OF
INDIAN AFFAIRS, AND THE ARIZONA STATE HISTORIC PRESERVATION OFFICE AND
THE GRANTEE REGARDING THE CONVEYANCE AND PRESERVATION OF THE SAN
CARLOS IRRIGATION PROJECT OLD HEADQUARTERS BUILDING LOCATED AT 255 W.
ROOSEVELT AVENUE, COOLIDGE, AZ**

WHEREAS, this Memorandum of Agreement (“MOA”), inclusive of all attachments, is made as of this ___ day of _____, 2018, by the U.S. General Services Administration (“GSA” or “Grantor”) and the Arizona State Historic Preservation Office (“SHPO”), (referred to collectively herein as the “Signatories” or “Parties” or individually as a “Signatory” or “Party”), pursuant to Sections 106 and 110 of the National Historic Preservation Act (“NHPA”) 54 U.S.C. § 306108 and 54 U.S.C. §§ 306101-306114, and its Section 106 implementing regulations at 36 CFR Part 800; and

WHEREAS, the Bureau of Indian Affairs (“BIA”), is the federal agency that has custody and accountability, on behalf of the United States, of the San Carlos Irrigation Project (“SCIP”) old Headquarters (“HQ”) building, the real property located at 255 W. Roosevelt Avenue, Coolidge, AZ commonly known as SCIP old HQ (“Property”) and is a Signatory to this MOA; and

WHEREAS, in 2007 BIA signed the *MEMORANDUM OF AGREEMENT BETWEEN THE BUREAU OF INDIAN AFFAIRS, GENERAL SERVICES ADMINISTRATION AND THE ARIZONA STATE HISTORIC PRESERVATION OFFICE REGARDING THE RESOLUTION OF ADVERSE EFFECTS TO HISTORIC PROPERTIES RELATED TO THE CONSTRUCTION OF A NEW HEADQUARTERS BUILDING FOR THE SAN CARLOS IRRIGATION PROJECT, PINAL COUNTY, ARIZONA*; and

WHEREAS, BIA completed a State of Arizona Historic Property Inventory Form, dated June 21, 2004, (Attachment 1 hereto), which determined the SCIP old HQ building on the Property eligible for listing in the National Register of Historic Places (“NRHP”) (“Historic Property”, Attachment 2 hereto and SHPO concurred with this determination of eligibility on October 4, 2004); and

WHEREAS, BIA determined that the Property was excess to its needs and reported the Property excess to GSA in March, 2016; and

WHEREAS, in 2016, GSA determined that the Property was surplus to the federal government’s needs and, in accordance with the procedures outlined in Title 40 of the U.S. Code, Section 101, et seq., sought to transfer the Property to a reliable steward committed to ensuring compatible use or uses and continuing responsible long-term stewardship of the Property; and

WHEREAS, the United States of America, through GSA, is proposing to convey the Property to the Grantee through public sale; and

WHEREAS, the future use and occupants of the Property remain undetermined and GSA desires to ensure occupancy by a reliable steward for a compatible use or uses that will ensure the long term stewardship of the Property; and

WHEREAS, in consultation, GSA determined that the Area of Potential Effect (“APE”) of the Undertaking is the boundaries of the Property to be transferred, referred to as Assessor’s Parcel Numbers 205-05-127, 205-05-128, 205-05-129 and 205-05-130, Coolidge, Pinal County, AZ (Attachment 2 hereto); and

WHEREAS, GSA intends to include a Historic Preservation Covenant substantially in the form set forth below in any conveyance instrument, but given the deteriorated state of the Property-, and the reasonably foreseeable use of the Historic Property and the area within the APE, GSA determined that the Undertaking constitutes an adverse effect to the Historic Property pursuant to 36 CFR §800.5 and, in accordance with §800.6(a) (1), has consulted with the SHPO and has notified the Advisory Council on Historic Preservation (“ACHP”) of its adverse effect determination with specified documentation and the ACHP has chosen not to participate (as per its letter dated January 31, 2017) in the consultation pursuant to 36 CFR §800.6(a) (1) (iii); and

WHEREAS, the Coolidge Historical Society (“Historical Society”) has participated in consultation pursuant to 36 CFR §800.3(f), as a Consulting Party (“Consulting Party”) and has been invited to be a signatory to the MOA, but has declined; and

WHEREAS, given the location and nature of the Undertaking and pursuant to 36 CFR § 800.2(d), GSA provided the public with information about the Undertaking and its effects on historic properties and sought public comment through communication with the Historical Society; and

WHEREAS, the Grantee agrees that the rehabilitation and preservation shall be in accordance with the following stipulations.

NOW THEREFORE, the Signatories agree that the Undertaking shall be implemented in accordance with the following Stipulations to take into account the effects of this Undertaking on the Historic Property.

GSA shall ensure that the following Stipulations are carried out:

STIPULATIONS

I. HISTORIC PRESERVATION COVENANT. Grantor shall include a Historic Preservation Covenant in the form set forth below in any conveyance instrument/deed:

Historic Preservation Covenant. Grantee covenants and agrees for itself, its successors and assigns and every successor-in-interest to the Property (as described below), or any portion thereof, to be bound by the terms, conditions and restrictions of this preservation covenant. Unless otherwise noted, this covenant utilizes the definitions in 36 CFR Part 800 (2004), and particularly 36 CFR §800.16 (2004).

1. Historic Property Description. Grantee covenants, acknowledges, and agrees to preserve the Historic Property and setting in accordance with the terms and conditions of this covenant. The “Historic Property” consists of that portion of the Property depicted in Attachment 2 (attached hereto) and any improvements thereon, including without limitation San Carlos Irrigation Project’s old Headquarters (“SCIP old HQ”) building. The Historic Property and its setting are described in detail in the State of Arizona Historic Property Inventory Form (“HPIF”), dated June 21, 2004. A copy of the HPIF is attached to the *Memorandum Of Agreement By And Among The United States Of America Acting By And Through Its General Services Administration, The Arizona State Historic Preservation Office Regarding The Conveyance And Preservation Of San Carlos Irrigation Project Old Headquarters Building Located At 255 W. Roosevelt Avenue, Coolidge, AZ* (“MOA”), dated __ day of _____, 2018, and filed with the Advisory Council on Historic Preservation (“ACHP”). It noted, among other items, the following facts:

- a. The Historic Property is eligible for the National Register of Historic Places (“NRHP”) based on its significance on a local level under Criterion A as a contributing feature to the NRHP-eligible historic district encompassing the San Carlos Irrigation Project’s Irrigation Component. It is also significant on a local level under Criterion A as Coolidge’s first federal building, constructed six years after the town’s 1925 founding.
- b. SCIP old HQ building is a 6,745 square foot brick and stucco building with a design based loosely on a flat-roof Spanish Eclectic architectural style. It is a one-story building with a small two-story wing off the south elevation and a full basement, constructed in 1931, and a one-story addition to the west elevation that was constructed in the 1940s.
- c. SCIP old HQ is a one-story building, but appears taller because of a deep truss roof system that slopes to drain toward scuppers hidden behind a plain parapet. The trusses are supported on five piers projecting from the front façade. The interior was originally one large room with a small private office in the southeast corner and a skylight in the main room.
- d. Character defining features (“Character Defining Elements” or “CDE(s)”) of the Historic Property include: Exterior white stucco walls with projecting piers and beam, roofline, all door and window openings including those which have been infilled with wood, original wood double-hung windows, and scupper openings.

- e. Features within the Historic Property that are not CDEs include: Center ramp and handrails, flagpole, landscaping, four short concrete piers, non-original aluminum windows and doors, and all interior features including walls, suspended ceilings, carpets, and window coverings.
- 2. Alterations or Use Changes.** Grantee hereby covenants and agrees to comply with the following terms and conditions regarding any alterations to the Historic Property.
- a. Standards: Grantee covenants and agrees to perform exterior alterations to the Historic Property in compliance with the Secretary of the Interior’s Standards for Rehabilitation (“Secretary’s Standards”) and prevailing applicable codes. The requirement to use the Secretary’s Standards is limited to the following types of alterations: additions to the building; changes to the roofline or exterior elevations; alterations to any of the windows, doors, or their openings; and exterior painting.
 - b. Plan Review: Grantee covenants and agrees to submit to SHPO, for review and approval, all plans and applications for alteration of the Historic Property as required by Paragraphs 2, 3, 4, 5, and 6 of this covenant. SHPO will review the plans in accordance with Arizona Revised Statutes, Chapter 4.2, Article 1, (“A.R.S. §41-861 et seq.”), (attached hereto as Attachment 3), the Secretary’s Standards, and prevailing applicable codes. SHPO will provide written comments to Grantee within thirty (30) calendar days of receipt of each submittal.
 - c. Prohibition of Alterations to the Historic Property: Grantee covenants and agrees to not perform any alteration (e.g. removal of significant and original historic materials and CDEs, addition of material which may affect historic materials, or new construction), or permit any inaction that would materially affect the Historic Property without the prior written approval of SHPO, in accordance with Paragraph 2b hereof. Written approval of the SHPO, which shall not be reasonably withheld or denied, shall be required prior to installing any signage, undertaking any work which requires a permit, or altering paint colors on original materials or within CDEs of the Historic Property. If the SHPO’s approval is not provided, such activities may not occur.
- 3. Ground Disturbing Activities.** Grantee covenants and agrees to not perform material disturbance of any ground surface without first having a qualified archaeologist obtain a site records check from the Arizona State Museum, Archaeological Records Office, which is the repository for archaeological survey records, and perform a sensitivity analysis. The sensitivity analysis shall be provided to SHPO for their review and comment within a 30 calendar day period prior to performing any ground disturbance.

- 4. Professional Qualifications Standards.** Grantee hereby covenants and agrees that all historical, archaeological, architectural history, architectural, and historic architectural work carried out pursuant to this covenant shall be conducted by or under the direct supervision of an individual or individuals who meets, at a minimum, the applicable Secretary of the Interior's Professional Qualifications Standards for conducting the appropriate work (48 FR 44738-9, September 29, 1983).
- 5. Maintenance Program.** Grantee hereby covenants and agrees that:
- a. Grantee shall preserve and maintain the Historic Property in a manner that preserves and maintains its attributes that contribute to the eligibility of the Historic Property for inclusion in the National Register of Historic Places. Grantee agrees at all times to maintain the Historic Property in good repair and in a clean and safe condition and in a manner that will not exacerbate the normal aging of the Historic Property or accelerate its deterioration, all in accordance with the recommended approaches set forth in the Secretary's Standards, and in consultation with the SHPO.
 - b. Commencing upon the effective date of this covenant, Grantee shall promptly take commercially reasonable actions to secure the Historic Property from the elements, vandalism and arson, and shall carefully undertake any stabilization that is necessary to prevent deterioration, using the Secretary's Standards and National Park Service Preservation Briefs.
 - c. Grantee shall conduct seismic analyses of the Historic Property, if necessary, prior to any ground disturbing activity that may affect the structural integrity of the Historic Property, and as warranted thereafter. Grantee shall take into consideration the results of seismic analyses, so that the structural integrity of the Historic Property is not adversely affected by such activities, and shall provide the results of seismic analyses to the SHPO for its review and comment within a 30 calendar day period prior to said activity.
- 6. Casualty Damage to the Property.** Grantee hereby covenants and agrees that:
- a. Immediate rescue and salvage operations are not subject to this Paragraph, but rather are subject to Paragraph 7.d below. Subject to Paragraph 6.b below, if there is damage to the Historic Property resulting from casualty loss, Grantee shall repair or restore, as appropriate, the Historic Property in compliance with the Secretary's Standards unless it is not feasible to do so because of commercial or physical infeasibility, legal requirements or other circumstances. If it is not feasible because of commercial or physical infeasibility, legal requirements or other circumstances to repair or restore the Historic Property in compliance with the Secretary's Standards, Grantee shall consult with the SHPO on other redevelopment alternatives and modifications of the Historic Property, which must adhere to the Secretary's Standards. All cost and expense

of the design and construction of any such redevelopment alternative or modifications shall be borne by Grantee.

- b. In the event of damage to the Historic Property, whether covered by Paragraph 6.a above or by any other provision of this covenant, Grantee shall, in addition to all other obligations of this covenant, promptly take all steps necessary to render any undamaged portions or remains of the Historic Property in a reasonably safe condition and promptly take all commercially reasonable efforts to render the same in a secure and watertight condition and to minimize additional damage to the Historic Property.

7. Discoveries, Unanticipated Adverse Effects Situations, and Emergencies.

Grantee hereby covenants and agrees that:

- a. In accordance with A.R.S. §41-861 et seq., Grantee will provide for the protection, evaluation and treatment of any additional historic property discovered prior to or during future construction on the Historic Property. Should a discovery occur, Grantee will notify the SHPO within three (3) business days (not including a federal or state holiday) to consult on the development of an appropriate treatment plan prior to resuming construction operations in the vicinity of the discovery. The Grantee shall then implement the treatment as per the agreed-upon plan. A report of the findings would then be submitted to the SHPO for review and comment within a 10-day period, prior to resumption of the subject construction.
- b. All materials and records resulting from the data recovery shall be curated by an institution or organization selected by Grantee in consultation with the SHPO. Any reports generated shall be prepared according to the U.S. Department of the Interior's Format Standards for Final Reports of Data Recovery Programs (42 FR 537-79) and shall be provided to the institution or organization and to SHPO for review and comment within a 30 calendar day period.
- c. If unanticipated adverse effects occur to the Historic Property, Grantee shall consult with the SHPO of the unanticipated adverse effect within three (3) business days (not including a federal or state holiday) of learning of such unanticipated adverse effect, and for any efforts in response to these unanticipated adverse effects, Grantee shall comply with relevant Stipulations of this covenant.
- d. Grantee shall ensure that any immediate rescue and salvage operations it undertakes on the Historic Property that are:
 1. required because of an emergency (i.e., a disaster or emergency declaration by the president, the governor, the mayor, or another threat to life or property) that adversely affects the Historic Property; and
 2. necessary to preserve life or property, shall be carried out in accordance with any emergency orders or citations issued by the appropriate above cited

official of Arizona or the United States, as applicable. Grantee shall use its best efforts to notify the SHPO and Grantor of such operations within three (3) business days after commencement of such operations. Nothing in this deed restriction shall be deemed to prevent Grantee from taking immediate rescue and salvage operations on the site as necessary in an emergency to prevent the loss of life or property.

- 8. Inspection.** Grantee hereby covenants and agrees that the SHPO or Grantor may, subject to reasonable prior notice in writing to Grantee, periodically perform reasonable visits to the Historic Property to ascertain whether Grantee is complying with the conditions of this covenant. The SHPO or Grantor and Grantee shall cooperate in scheduling such visits.
- 9. Dispute Resolution.** Grantee hereby covenants and agrees that if a dispute arises out of or relates to this covenant, or the breach thereof, and the dispute cannot be settled through negotiation, Grantee or any other party seeking to enforce the protections afforded by this covenant hereby agree first to attempt in good faith to settle the dispute by mediation, before resorting to litigation. Grantee's responsibilities to carry out all other actions subject to the terms of this covenant that are not the subject of the dispute remain unchanged.
- 10. Communications.** Grantee hereby covenants and agrees that any notice or other communication required or permitted to be given under this covenant shall be sufficiently given or delivered if provided in writing and transmitted by personal messenger, certified mail, return receipt requested, or overnight delivery service with receipt confirmation, and addressed as follows:
 - a. In the case of a notice or communication to GSA:

U.S. General Services Administration
50 United Nations Plaza, Mailbox 9
San Francisco, CA 94102-4912
Attn: Regional Historic Preservation Officer (9PCD)
 - b. With courtesy copy to:

U.S. General Services Administration 50 United Nations Plaza, Mailbox 9 San Francisco, CA 94102-4912 Attn: Regional Counsel (9L)	U.S. General Services Administration 1800 F Street, NW Washington, DC 20405 Attn: Federal Preservation Officer (PCAB)
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 - c. In the case of a notice or communication to the SHPO:

State of Arizona
State Historic Preservation Officer
Arizona State Parks
1100 West Washington Street
Phoenix, AZ 85007

- d. In the case of a notice or communication to the Coolidge Historical Society:

Coolidge Historical Society
151 W. Harding Avenue
Coolidge, AZ 85128
Attn: Board Members

or to such other updated address as any party from time to time shall designate by written notice to the others.

II. FEDERAL AND CITY ACTIONS

A. Historic Covenant. GSA shall record the Historic Preservation Covenant, provided in Stipulation I above, as part of the conveyance documents in the permanent real estate records of Pinal County, Arizona, as described herein. Upon notice of the recordation of the deed containing the Historic Covenant in Pinal County, AZ, as described herein, and of the Property's transfer from GSA to Grantee, GSA will send the SHPO an official copy of the transfer document (e.g. complete copy of recorded deed) and any other documents deemed necessary by GSA.

B. Historical Plaque. Within 180 days of conveyance, the Grantee shall ensure that a permanent historical plaque be placed on the Property and near the Historic Property describing the history and significance of the SCIP old HQ building. The wording and location of the plaque shall be developed in consultation with the SHPO.

C. Professional Qualifications Standards. Prior to conveyance, GSA shall ensure that all historical, archaeological, architectural history, architectural, and historic architectural work carried out pursuant to this MOA shall be conducted by or under the direct supervision of an individual or individuals who meets, at a minimum, the applicable Secretary of the Interior's Professional Qualifications Standards for conducting the appropriate work (48 FR 44738-9, September 29, 1983), as it may be amended.

D. Maintenance Program. Prior to conveyance, BIA shall preserve and maintain the Historic Property in a manner that preserves and maintains its attributes that contribute to the eligibility of the Historic Property for inclusion in the NRHP. BIA shall maintain the Property in good repair and in a clean and safe condition and in a manner that will not exacerbate the normal aging of the Historic Property or accelerate its deterioration, all in accordance with the recommended approaches set forth in the Secretary's Standards.

E. Initial Move In. Within twelve (12) months from the date of conveyance, and in accordance with Stipulation I.2.b, the Grantee shall submit plans to the SHPO for its initial project to move into the SCIP old HQ building.

E. Inspection. Subject to reasonable prior notice in writing to the City, the Parties may periodically perform reasonable visits to the Historic Property.

F. Communications. Any notice or other communication required or permitted to be given under this MOA shall be sufficiently given or delivered if provided in writing and transmitted by personal messenger, certified mail, return receipt requested, or overnight delivery service with receipt confirmation, and addressed as follows:

- a. In the case of a notice or communication to GSA:

U.S. General Services Administration
50 United Nations Plaza, Mailbox 9
San Francisco, CA 94102-4912
Attn: Regional Historic Preservation Officer (9PH)

- b. With courtesy copy to:

U.S. General Services Administration
50 United Nations Plaza, Mailbox 9
San Francisco, CA 94102-4912
Attn: Regional Counsel (9L)

U.S. General Services Administration
1800 F Street, NW
Washington, DC 20405
Attn: Federal Preservation Officer
(PCAB)

- c. In the case of a notice or communication to the SHPO:

State of Arizona
State Historic Preservation Officer
Arizona State Parks
1300 West Washington Street
Phoenix, AZ 85007

- d. In the case of a notice or communication to the Coolidge Historical Society:

Coolidge Historical Society
151 W. Harding Avenue
Coolidge, AZ 85128
Attn: Board Members

or to such other updated address as any party from time to time shall designate by written notice to the others.

G. Dispute Resolution. If, prior to conveyance, any Signatory or Invited Signatory objects to any actions proposed, or the manner in which the terms of this MOA are implemented, over the duration of this MOA, GSA shall consult with them to resolve the objection, and shall notify the SHPO of the objection. If GSA determines that such objection cannot be resolved, GSA shall:

1. Forward all documentation relevant to the dispute, including GSA's proposed resolution, to ACHP. ACHP shall provide GSA with its advice on the resolution of the objection within thirty (30) calendar days of receiving adequate documentation. Prior to reaching a final decision on the dispute, GSA shall prepare a written response that takes into account any timely advice or comments regarding the dispute from the ACHP, the Signatories, the Invited Signatory, and the Consulting

Parties, and provide them with a copy of this written response. GSA will then proceed according to its final decision.

2. If ACHP does not provide its advice regarding the dispute within the thirty (30) day time period, GSA may make a final decision on the dispute and proceed accordingly. Prior to reaching such a final decision, GSA shall prepare a written response that takes into account any timely comments regarding the dispute from the Signatories, Invited Signatory, and Consulting Parties to the MOA, and provide them and the ACHP with a copy of such written response. GSA's responsibilities to carry out all other actions subject to the terms of this MOA that are not the subject of the dispute remain unchanged.

H. Duration. This MOA will expire on the date that the terms and conditions of the MOA are either complete or recorded in the deed of transfer of the Property. This MOA shall expire if its terms are not carried out within two (2) years from the date of its execution. Prior to such time, GSA may consult with the other Signatories and Invited Signatory to reconsider the terms of the MOA and amend it in accordance with Stipulation I. below.

I. Amendments. This MOA may be amended when such an amendment is agreed to in writing by all Signatories and Invited Signatory that signed this MOA. The amendment will be effective on the date a copy signed by all of the Signatories and the Invited Signatory that signed this MOA, and the amendment, is filed with ACHP. Copies of the executed amendment will be provided to all consulting parties.

J. Termination. If any Signatory or Invited Signatory that signed this MOA determines that the MOA's terms will not or cannot be carried out, that party shall immediately consult with the other Signatories, and the Invited Signatory that signed the MOA, to attempt to develop an amendment per Stipulation I., above. If within thirty (30) calendar days (or another time period agreed to by all Signatories and Invited Signatory that signed the MOA) an amendment cannot be reached, any Signatory or Invited Signatory that signed the MOA may terminate the MOA, upon written notification to the others.

Once this MOA is terminated, and prior to work continuing on the Undertaking, GSA must either (a) execute a subsequent MOA pursuant to 36 CFR § 800.6; or (b) request, take into account, and respond to the comments of the ACHP under 36 CFR § 800.7. GSA shall notify the Signatories, Invited Signatory, and Consulting Party of the course of action it will pursue.

K. Effective Date. This MOA shall become effective immediately upon signature of all Signatories, and a copy filed with ACHP. GSA shall provide all Signatories, the Invited Signatory, and the Consulting Parties with a complete copy of this MOA, including original signature pages, within fourteen (14) days of execution.

EXECUTION of the MOA and implementation of its terms evidences that GSA has afforded ACHP a reasonable opportunity to comment on the Undertaking and its effects on historic properties and that GSA has taken into account the effects of the Undertaking on historic properties.

The parties hereto execute this MOA on the dates hereinafter identified.

U.S. GENERAL SERVICES ADMINISTRATION

By: _____ Date: _____
Dan R. Brown, Regional Commissioner
Public Buildings Service, Region 9

By: _____ Date: _____
Beth L. Savage
Director, Center for Historic Buildings
Federal Preservation Officer

BUREAU OF INDIAN AFFAIRS

By: _____ Date: _____
Ferris Begay, Project Manager
San Carlos Irrigation Project

ARIZONA STATE HISTORIC PRESERVATION OFFICE

By: _____ Date: _____
Kathryn Leonard
State Historic Preservation Officer

Concur:

GRANTEE

By: Signature _____ Date: _____
Print Name _____
Title _____
Organization _____

MOA ATTACHMENTS:

1. State of Arizona Historic Property Inventory Form, dated June 21, 2004
2. Sketch of Historic Property and APE
3. Secretary Standards for the State Historic Preservation Act

MOA ATTACHMENT 1 - STATE OF ARIZONA HISTORIC PROPERTY
INVENTORY FORM DATED JUNE 21, 2004



United States Department of the Interior
BUREAU OF INDIAN AFFAIRS
SAN CARLOS IRRIGATION PROJECT

P.O. Box 250
Coolidge, Arizona 85228

IN REPLY REFER TO:
Office of the Project Manager
(520) 723-6200

SEP 28 2004

RECEIVED

SEP 29 2004

ARIZONA STATE PARKS/S.H.P.O.

Mr. James Garrison
State Historic Preservation Officer
Arizona State Parks
1300 West Washington
Phoenix, Arizona 85007

Re: BIA/SCIP Headquarters Building, Coolidge, Arizona

Dear Mr. Garrison

As Agency official, I wish to consult with your office pursuant to 36 CFR 800.4(c). I have determined that the Bureau of Indian Affairs/San Carlos Irrigation Project (BIA/SCIP) Headquarters Building in Coolidge, Arizona is eligible for the National register of Historic Places (National Register) under Criterion A.

As documented in the enclosed 'Historic Property Inventory Form, maps, and photographs, I find that this building is an integral contributing feature to BIA/SCIP's National Register eligible Irrigation Division (*Pfaff, Christine 1966 Historic American Engineering Record No. AZ-50*; Arizona State Historic Preservation Office correspondence 12/27/94 and 3/9/95). SCIP's Irrigation Division represents significant event in the development of the surrounding valley, namely, the growth of Federally sponsored irrigation systems. The Headquarters Building is significant as the headquarters for this historic event and as the first Federal building in Coolidge.

I also find that the Headquarters Building is not eligible under Criteria B, C, or D since it is not associated with a significant person, it is not noteworthy for its architectural design or construction, and it does not have the potential to contribute information bearing on an important research question.

I hereby request your concurrence with my determination that SCIP's Headquarters Building is eligible for the National Register. If you have any questions, please contact Ms. Jan Peterson, SCIP Archaeologist, at 520-723-6201. Thank you for your continued assistance and

cooperation.

Sincerely,

Robert E. Carolin
Project Manager

RECEIVED

USDI - BIA - SCIP

OCT 06 2004

OFFICE OF THE
PROJECT MANAGER

Enclosure(s): State of Arizona Historic Property Inventory Form, maps, photographs, photograph
Contact sheet, and negatives

CONCUR

cc: William Collins, Deputy SHPO/Historian

William Collins
ARIZONA STATE HISTORIC PRESERVATION OFFICER
ARIZONA STATE PARKS BOARD

STATE OF ARIZONA

HISTORIC PROPERTY INVENTORY FORM

Please type or print clearly. Fill out each applicable space accurately and with as much information as is known about the property. Use continuation sheets where necessary. Send completed form to: State Historic Preservation Office, 1300 W. Washington, Phoenix, AZ 85007

PROPERTY IDENTIFICATION

For properties identified through survey: Site No: _____ Survey Area: _____

Historic Name(s): BIA-San Carlos Irrigation Project Headquarters, Coolidge Office Complex
(Enter the name(s), if any, that best reflects the property's historic importance.)

Address: 255 W. Roosevelt Ave.

City or Town: Coolidge vicinity County: Pinal Tax Parcel No. _____ - _____ - _____

Township: 5S Range: 8E Section: 22 Quarter Section: SW Acreage: 1/2

Block: 10 Lot(s): 1-6 Plat (Addition): Jones Addition Year of plat (addition): n/a

UTM reference: Zone 12 Easting 451549 Northing 3846598 USGS 7.5' quad map: Coolidge, AZ

Architect: _____ not determined known (source: _____)

Builder: J.W. Mongoet, Mesa not determined known (source: Coolidge News)

Construction Date: March-July 1931 known estimated (source: _____)

STRUCTURAL CONDITION

Good (well maintained, no serious problems apparent)

Fair (some problems apparent) Describe: Serious roof leaking problems, electrical, possible asbestos, considered by BIA as a "substandard" and "unsafe" work environment

Poor (major problems; imminent threat) Describe: _____

Ruin/Uninhabitable

USES/FUNCTIONS

Describe how the property has been used over time, beginning with the original use.

Headquarters for the San Carlos Irrigation Project, administrative Usage only

Sources: BIA-SCIP

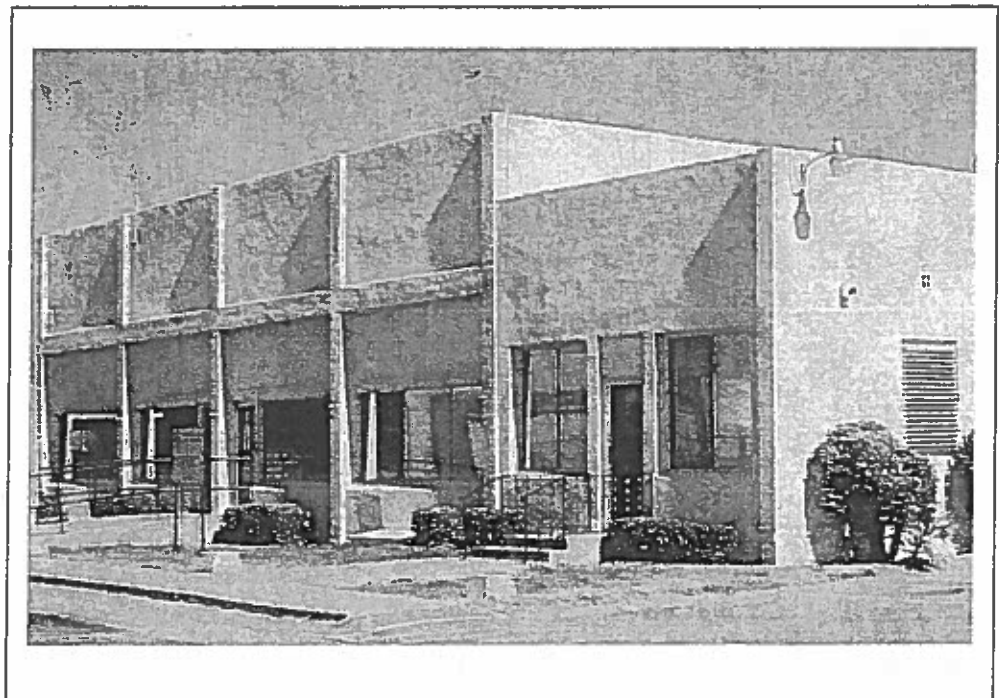
PHOTO INFORMATION

Date of photo: June 21, 2004

View Direction (looking towards)

Southeast

Negative No.: Digital



SIGNIFICANCE

To be eligible for the National Register of Historic Places, a property must represent an important part of the history or architecture of an area. Note: a property need only be significant under one of the areas below to be eligible for the National Register.

A) HISTORIC EVENTS/TRENDS (On a continuation sheet describe how the property is associated either with a significant historic event, or with a trend or pattern of events important to the history of the nation, the state, or a local community.)

B. PERSON (On a continuation sheet describe how the property is associated with the life of a person significant in the past.)

C. ARCHITECTURE (On a continuation sheet describe how the property embodies the distinctive characteristics of a type, period, or method of construction, or that represents the work of a master, or possesses high artistic values.)

Outbuildings: (Describe any other buildings or structures on the property and whether they may be considered historic.)

INTEGRITY

To be eligible for the National Register, a property must have integrity, that is, it must be able to visually convey its importance. Provide detailed information below about the property's integrity. Use continuation sheets if necessary.

1. LOCATION Original Site Moved (date _____) Original Site: _____

2. DESIGN (Describe alterations from the original design, including dates—known or estimated—when alterations were made) Addition to building's West side in 1940s (est). various window and door replacements and modifications. removal of steps in front. shade trees and retaining walls removed. small gabled porch to West addition's south (back door)

3. SETTING (Describe the natural and/or built environment around the property) Flat city lot. park and community center to the West, barrio to the South. unknown salvage business to the North. Main Street Historic District 1/2 block East. very little vegetation. lot surrounded by chain-link fence with concertina wire: ancillary buildings removed from lot

Describe how the setting has changed since the property's period of significance: Parking structure to the East

4. MATERIALS (Describe the materials used in the following elements of the property)

Walls (structure): Brick and Stucco with Piers Foundation: Concrete Roof: Flat compound

Windows: Picture, Double hung of various sizes

If the windows have been altered, what were they originally? Wood

Wall Sheathing: Stucco coated

If the sheathing has been altered, what was it originally? _____

5. WORKMANSHIP (Describe the distinctive elements, if any, of craftsmanship or method of construction)

Generally good, except that West addition does not integrate well with original building's stucco and pier construction

NATIONAL REGISTER STATUS (if listed, check the appropriate box)

Individually listed; Contributor Noncontributor to _____ Historic District
Date Listed: _____ Determined eligible by Keeper of National Register (date: _____)

RECOMMENDATIONS OF ELIGIBILITY (opinion of SHPO staff or survey consultant)

Property is is not eligible individually.

Property is is not eligible as a contributor to a potential historic district.

More information needed to evaluate.

If not considered eligible, state reason: _____

DRM COMPLETED BY:

Name and Affiliation: Dr. James M. Bailey, Historian, US Bureau of Reclamation Date: 9/11/2004

Mailing Address: PO Box 25007 (D-8580) Denver, CO 80225-0007 Phone No.: 303-445-2704

STATE OF ARIZONA

HISTORIC PROPERTY INVENTORY FORM
CONTINUATION SHEET

Name of Property San Carlos Irrigation Project Headquarters Continuation Sheet No. 1

ELIGIBILITY NARRATIVE: SCIP HQ BUILDING

The U.S. Bureau of Indian Affairs recommends that the San Carlos Irrigation Project (SCIP) Headquarters Building, located at 255 W. Roosevelt Ave., Coolidge, Arizona, is eligible for the National Register of Historic Places (Register) under Criteria A as a contributing feature to the Register-eligible SCIP's Irrigation Division.

Although not individually eligible due to substantial loss of building and site integrity over the last seven decades, the building nonetheless represents a major event: the growth of Federally sponsored irrigation systems in the valley surrounding Coolidge, and, as headquarters for the SCIP, is an integral contributing feature of this project. It is also significant as Coolidge's first federal building, constructed six years after the town's 1925 founding.

The SCIP is significant in that it created an integrated irrigation system to serve both Indian and non-Indian lands along the Gila River. Prior to project construction, irrigation of area lands was diffuse, and non-Indian agricultural development around the Gila River Indian Community had depleted the Pima Indians' water supply. In 1916, the SCIP was authorized, and on June 7, 1924, the passage of the San Carlos Act culminated years of studies and efforts to develop water storage facilities on the Gila River and restore water to the Pima Indians.

With the passage of the San Carlos Act, the need arose for an administrative building to serve as project headquarters. In 1931, Congress appropriated \$30,000 to excavate and construct a 1,776 square foot brick and stucco building in the new desert community of Coolidge. In February 1931, construction bids were opened, with the bid awarded less than a month later to Mesa contractor J.W. Mongoet.

Groundbreaking commenced in late March, and by 1 July 1931 Mongoet finished the single story, 38.6 by 46 foot brick and stucco-coated building. Two other ancillary buildings, a prefabricated metal garage and warehouse adjoining the building's south side, were also constructed to serve as vehicle and equipment storage. Although both were dismantled in the late 1980s, their concrete pads still remain; who constructed these buildings is not known. On 2 July 1931, the SCIP officially moved into Coolidge's first Federal building. One local newspaper proclaimed that the building represented "another big improvement for our fast growing little city," while another local paper viewed it as "another link for a greater Coolidge."

Based loosely on flat-roof Spanish Eclectic architectural design, the building features a full basement and vault constructed within the building to house important documents. The vault is still in use. The primary elevation, which faces Roosevelt Avenue, features exposed, stucco covered piers. The outside stucco was finished in a light cream color (same as today.) A series of single-pane smaller windows placed over large picture windows were placed on the primary elevation to provide even daytime illumination with no glare. Additionally, a skylight was placed in the center drafting room, which took up most of the ground floor space. The grounds around the building featured a concrete retaining wall, and shade trees to provide cooling in the pre-air conditioning era.

East and west (side) elevations feature double-hung aluminum windows that have shade louvers installed over the window frames, and small square vents. The rear elevation, much like the front, has been extensively modified to include replacement, or covering by wood plank, of the older windows and doors (see below.)

Due to lack of comprehensive building records, however, not much is known about the building's maintenance or subsequent history. Only one historic photo from the early 1950s was discovered during research. Sometime in the '940s, a smaller 21 foot by 46 foot brick and stucco wing was added to the building's west elevation. Although the (unknown) contractor did well in blending the new wing's brick and stucco construction materials with the older building, the new wing's elevations are significantly lower than the older section, and, thus, the front elevation does not match up well with the older building's exposed vertical pier and picture window placement.

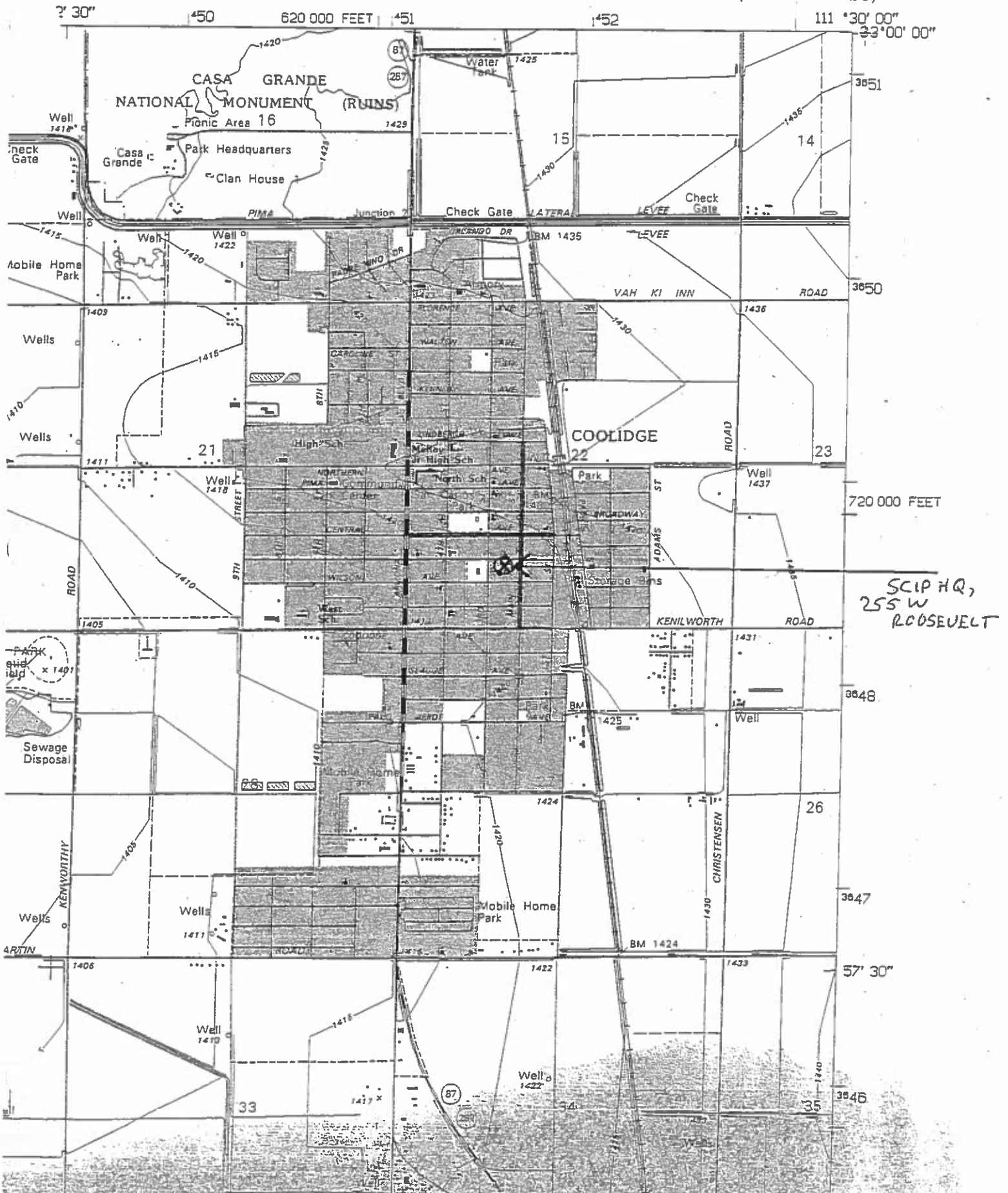
Over the decades, this architecturally-unremarkable building has lost historic integrity, mostly on the front and rear elevations. In addition to the aforementioned west wing that does not blend well with the original building, the single-pane windows situated over the larger picture windows on the main elevation have been painted over. All the old double-hung wood windows and multi-panel wood doors have been replaced with aluminum windows and doors. One door near the rear dock has been covered by wood and stucco, while a small, gabled wood porch was constructed over the newer wing's south (back) door. To comply with federal wheelchair access regulations, a concrete ramp replaces the original stairs on the north side's main entry.

The site has also lost much of its historic integrity; as a result, association and feeling have been compromised. The original warehouse and garage were dismantled in the late 1980s, while the concrete retaining walls that surrounded the building on three sides are gone (the anchors remain), along with the shade trees. A modern covered parking shelter now sits adjacent to the building's east side; it is unknown when this was erected.

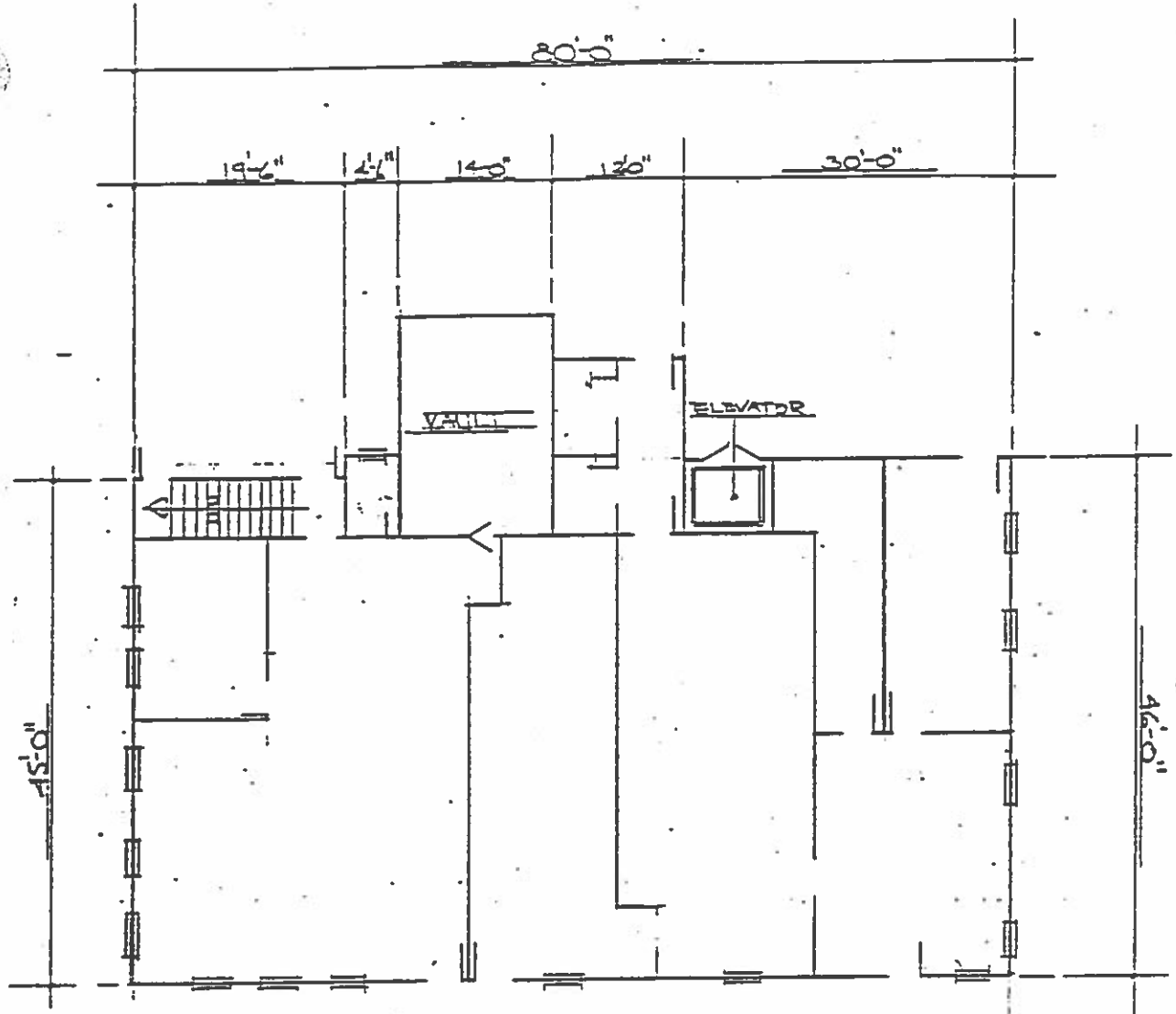
Therefore, because historic integrity of building and site have been compromised through demolition of ancillary buildings and historically unsympathetic modernization of the main building, an *individual* nomination for the building under any Criteria cannot be justified. It is not associated with any important person (Criteria B), and does not represent well the Spanish Eclectic architectural style, for other than a flat roof that sits well under the elevations, it lacks the architectural features and substance necessary as an acceptable representation, a requirement under Criteria C.

However, because it was the first Federal building constructed in the area—and because it does represent the Federal government's increasing presence in expanding Indian irrigation systems in the Gila River Valley in the Interwar, World War II, and Postwar decades—a nomination under Criteria A as an contributing feature to the Irrigation Division of the San Carlos Irrigation Project is justified and hereby recommended.

COOLIDGE QUADRANGLE
 ARIZONA-PINAL CO.
 7.5-MINUTE SERIES (TOPOGRAPHIC)



SCIP HQ,
 255 W
 ROOSEVELT



SCALE: 1/16" = 1'-0"

FIRST FLOOR PLAN
3,945 SQ. FT.

AUGUST 1989

COOLIDGE OFFICE COMPLEX
COOLIDGE, ARIZONA

BUILDING NO. 1

205-05

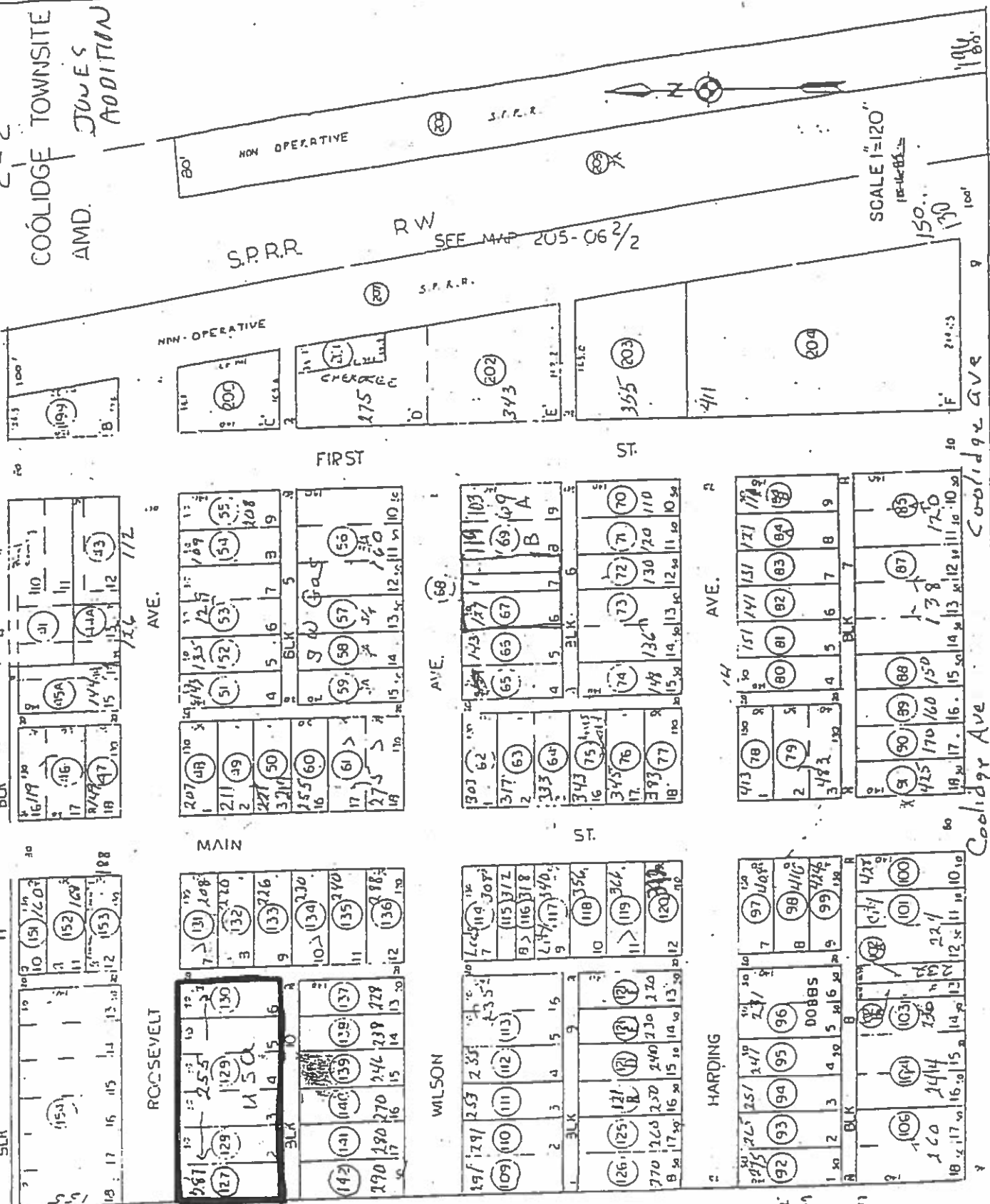
21-2

COOLIDGE TOWNSITE
AMD.
JONES
ADDITION

FK

N

SEE MAP 205 05 1/2



66r

SEE MAP 205-04 1/2

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Photo #	Photo By	Date	Looking	Description
1	Jim Bailey, USBOR	Sept. 2, 2004	SE	SCIP HQ Coolidge
2	Jim Bailey, USBOR	Sept. 2, 2004	E	SCIP HQ Coolidge
3	Jim Bailey, USBOR	Sept. 2, 2004	E	SCIP HQ Coolidge
4	Jim Bailey, USBOR	Sept. 2, 2004	NE (rear addition)	SCIP HQ Coolidge
5	Jim Bailey, USBOR	Sept. 2, 2004	NW (rear detail)	SCIP HQ Coolidge
6	Jim Bailey, USBOR	Sept. 2, 2004	NE (rear add. Detail)	SCIP HQ Coolidge
7	Jim Bailey, USBOR	Sept. 2, 2004	E (west elevation detail)	SCIP HQ Coolidge
8	Jim Bailey, USBOR	Sept. 2, 2004	SW (east and front elevation)	SCIP HQ Coolidge
9	Jim Bailey, USBOR	Sept. 2, 2004	NE (front elevation detail)	SCIP HQ Coolidge
10	Jim Bailey, USBOR	Sept. 2, 2004	E	SCIP HQ Coolidge
11	Jim Bailey, USBOR	Sept. 2, 2004	E (bldg and lot)	SCIP HQ Coolidge
12	Jim Bailey, USBOR	Sept. 2, 2004	SE (fm corner 3rd and Roosevelt)	SCIP HQ Coolidge
13	Jim Bailey, USBOR	Sept. 3, 2004	SW (bldg and parking)	SCIP HQ Coolidge
14	Jim Bailey, USBOR	Sept. 3, 2004	SW	SCIP HQ Coolidge
15	Jim Bailey, USBOR	Sept. 2, 2004	S (front elevation)	SCIP HQ Coolidge
16	Jim Bailey, USBOR	Sept. 2, 2004	W (old wall pliers and sign)	SCIP HQ Coolidge
17	Jim Bailey, USBOR	Sept. 2, 2004	SW (21 feet)	SCIP HQ Coolidge
18	Jim Bailey, USBOR	Sept. 3, 2004	W (east and rear elevations)	SCIP HQ Coolidge
19	Jim Bailey, USBOR	Sept. 3, 2004	N (pad w f' ground is old warehouse)	SCIP HQ Coolidge
20	Jim Bailey, USBOR	Sept. 3, 2004	N (rear elevations)	SCIP HQ Coolidge
21	Jim Bailey, USBOR	Sept. 3, 2004	W	SCIP HQ Coolidge



**DEPARTMENT OF THE INTERIOR
BUREAU OF INDIAN AFFAIRS**

**SAN CARLOS IRRIGATION PROJECT
255 WEST ROOSEVELT
COOLIDGE, ARIZONA 85228
PHONE: 520.723.3701
HOURS OF OPERATIONS
8:00 AM - 4:00 PM**



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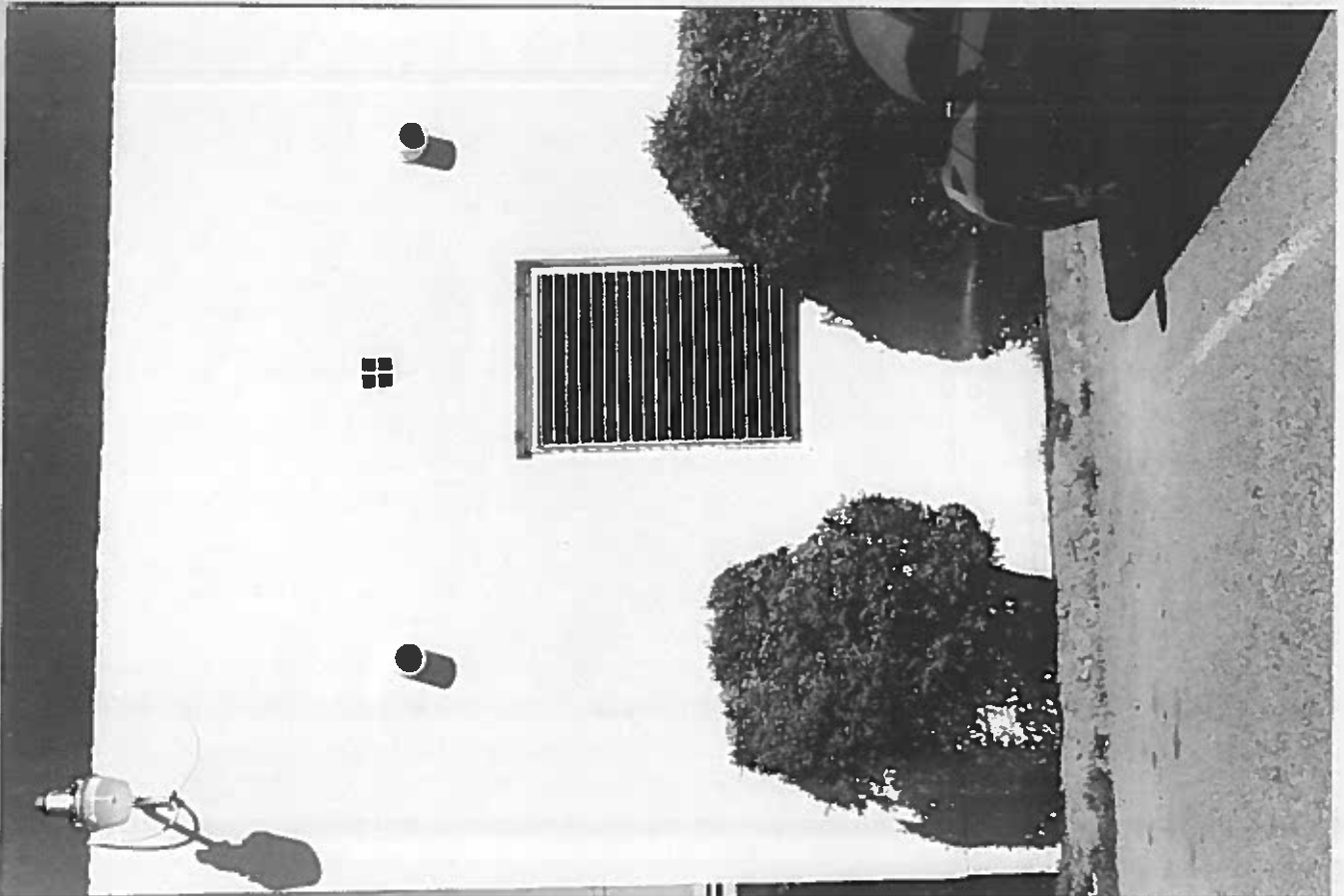
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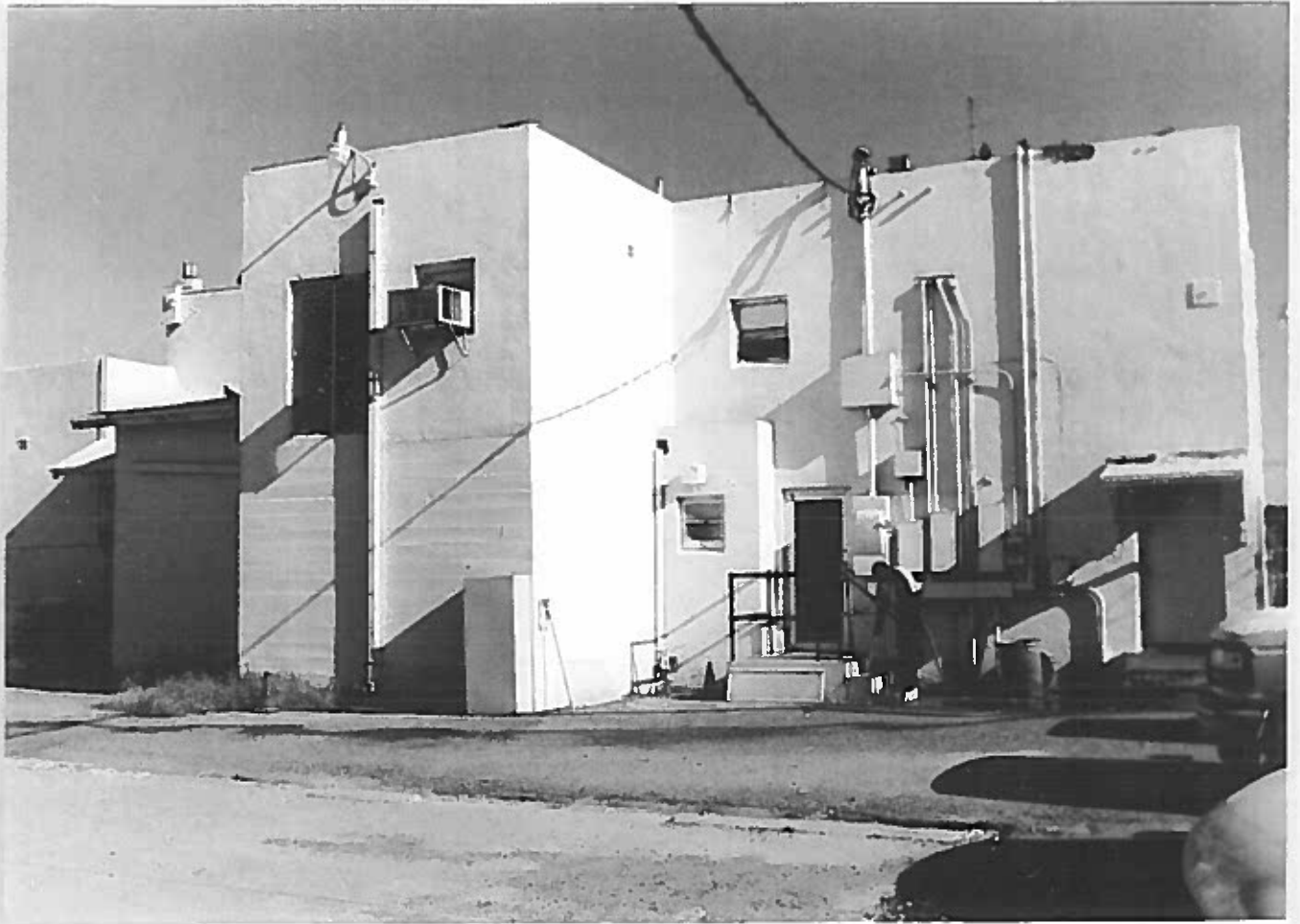
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2

MOA ATTACHMENT 2 - SKETCH OF HISTORIC PROPERTY AND APE



**Old Headquarters Building
San Carlos Irrigation Project
255 West Roosevelt Avenue
Coolidge, AZ**

MOA ATTACHMENT 3 - GUIDELINES FOR THE STATE HISTORIC PRESERVATION ACT

Introduction

The State Historic Preservation Act (SHPA) states that the “historical and cultural foundations of this state should be preserved as a living part of our community life and development ” (A.R.S. §41-861 et seq.). The attached Guidelines for the State Historic Preservation Act are intended to assist state agencies in the implementation of the SHPA, and should not be construed as a substitute for state agencies' discretion in applying the Act, or as a limitation on the applicability of the Act. Any person or entity charged with the interpretation of the Act shall take into consideration the policy of the Act and shall construe any provision of the Act to favor “a spirit of stewardship” for the state’s historical and archaeological resources “for the inspiration and benefit of present and future generations” (A.R.S. §41-861 et seq.).

The State Historic Preservation Office (SHPO) with input from state agencies, advisory committees and commissions, tribal preservation offices and preservation professionals developed the enclosed *Guidelines*. The process of developing the *Guidelines* began at the SHPO, based on the result of the State Trust Land Legislative Study Committee that recommended in part establishing one set of interagency standards for recording and treating cultural resources. *Draft Guidelines* were circulated for review and comment in December of 1997. The SHPO made modifications to the original draft based on the comments received. A workshop on the *Guidelines* was held on May 12, 1999. Over 150 participants including state agency officials, tribal representatives, and preservation consultants attended the workshop. The *Guidelines* were amended as appropriate to reflect comments and suggestions from workshop participants. The Arizona State Parks Board approved these *Guidelines* on January 18, 2001. Today these *Guidelines* are intended to assist state agencies in the compliance process. SHPO and the State Parks Board continue to encourage your feedback on the *Guidelines for the State Historic Preservation Act* so this document will be as helpful as possible.

A.R.S. §41-861

Agency Responsibilities

“The chief administrator of each state agency is responsible for the preservation of historic properties which are owned or controlled by the agency. Prior to acquiring, constructing or leasing buildings for the purposes of carrying out agency responsibilities, each agency shall consider the use of historic properties available to the agency. Each agency shall undertake any preservation that is necessary to carry out this article in a manner consistent with the preservation of historic properties, the duties of the agency and the professional standards, which the state historic preservation officer recommends. The chief administrator of a state agency may designate a full time employee to coordinate the agency’s activities under this article.”

Applicability: This article applies to chief administrators of any state agency that owns, acquires, leases, manages, or controls properties.

Purpose: The purpose of this statute is to cause chief administrators of state agencies (and their respective agencies) to consider the current and potential adaptive re-use of historic properties (definition on page 23) that are listed on or eligible for the Arizona Register of Historic Places when planning or carrying out their programs. Chief administrators of state agencies (and their respective agencies) are also charged to preserve the integrity of eligible or listed properties under state ownership or control. The preservation of these properties is important because they embody Arizona's "vital legacy of cultural, educational, aesthetic, inspirational, economic and energy" heritage (A.R.S. §41-861 et seq.). State agencies provide an example for the "public and private preservation and utilization of all usable elements of this state's historic built environment" by considering the use of historic properties, including those properties not owned by the State, in carrying out their duties (A.R.S. §41-861 et seq.). Through adaptive reuse, the historic built environment is "preserved as a living part of our community life and development," and provides "historical and cultural foundations...in order to give a sense of orientation" to the people of Arizona (A.R.S. §41-861 et seq.).

Responsibility: Chief administrators of state agencies (and their respective agencies) are responsible for the preservation of historic properties that they own or control. Preserving historic properties includes identifying, evaluating, recording, and documenting the properties and applying the appropriate preservation treatments (stabilization, rehabilitation, protection, restoration, and/or maintenance). The process of acquiring, protecting, managing, rehabilitating, restoring, stabilizing, and/or maintaining properties, provides an example of "stewardship for the inspiration and benefit of present and future generations" (A.R.S. §41-861 et seq., General Provisions, Legislative Findings; Legislative Intent). State agencies shall carry out these responsibilities consistent with professional standards (see Tabs 3, 4, and 5) and the duties of the agency. The State Historic Preservation Officer (SHPO) will provide advice and assistance in carrying out these preservation activities (see A.R.S. §41-511.04). An agency does not need to create a new position for a "preservation officer," but may assign those duties to an existing full-time position. The "preservation officer" should attend training provided by the SHPO on preservation legislation, guidelines, policies, and standards. The SHPO recommends (but does not require)

that the "preservation officer" have a background in archaeology, history, architecture, architectural history, or historic preservation.

In order to carry out the responsibilities of the statute, the chief administrator of each state agency shall, within the fiscal ability of the agency:

I. Identify Arizona Register eligible properties that are owned or under the control of the agency (see A.R.S. §41-862). The SHPO will assist state agency administrators or their designees in determinations of Arizona Register eligibility for state owned or controlled properties.

A. Consultants hired by the agency to assist in the identification and evaluation of state owned or controlled properties should meet the following standards for Professional Qualifications:

1. Identification and evaluation of archaeological resources - Consultants must meet requirements for an Arizona State Museum's archaeological permit to carry out archaeological work on state land (Chapter 8, Arizona State Museum, Arizona Board of Regents, R 8-101 through 8 - 207, Section A implementing §41-865 (B), Rules implementing A.R.S. §15-1631 and A.R.S. §41-841, et seq. of the Arizona Antiquities Act). The SHPO recommends that consultants meet the *Secretary of Interior's Professional Qualification Standard for Archaeology* (Tab 2). If the identification and evaluation is being carried out as part of a project having federal involvement, the Secretary of Interior's Standards are required.

2. Identification and evaluation of all other historic period properties (not archaeological) - Consultants should meet the appropriate *Secretary of Interior's Professional Qualification Standards* (Tab 2).

B. Identification and evaluation efforts should follow the *Secretary of Interior's Standards and Guidelines for Identification and Evaluation* (Tab 2) and the State Historic Preservation Office *Standards for Conducting and Reporting Cultural Resources on State Land* (Tab 4).

II. Identify, with recommendations of the SHPO, the preservation treatment(s) that are appropriate for identified Register-eligible properties. Preservation treatment include:

A. Stabilization – The act or process of applying measures to re-establish weather resistance and the structural stability of unsafe or deteriorated property while maintaining the essential form of the property, as it presently exists.

B. Rehabilitation – The act or process of returning a property to a state of utility through repair or alteration, which makes possible an efficient contemporary use while preserving those portions or features of the property that are significant to its historical, architectural, and cultural values.

- C. Maintenance – The act or process of applying measures to sustain the existing form, integrity, and material of a building or structure, and the existing form and vegetation of the site.
- D. Restoration – The act or process of accurately recovering the form and details of a property and its setting as it appeared at a particular time by removing later work or replacing missing elements.

III. Evaluate the current use of historic properties to ensure that the activities and use of the property are not causing damage beyond normal wear and tear or accelerated deterioration of the property or properties.

IV. Ensure that historic properties being used by the agency remain in use to the extent possible. Agencies shall consider all options for continued use of a property prior to discontinuing the active use of a historic building.

V. Identify program activities that could take place in historic properties owned or controlled by the agency.

VI. Identify historic properties under the ownership or control of the agency that are not currently in use, are underutilized, or are being used in a way that is damaging to the property. Evaluate each property, its adaptive reuse potential, and pursue ways to preserve the historic property through adaptive reuse or protective measures.

VII. Whenever a new activity or program is planned, consider, to the maximum extent possible, ways in which historic properties (including those not owned or controlled by the agency) may be utilized and integrate this use into the program activity or design.

VIII. Give thorough consideration to the use and reuse of historic properties (including those not owned or controlled by the agency) for agency programs as alternatives to the construction, acquisition, or leasing of new facilities and to the demolition of historic properties (including those not owned or controlled by the agency).

IX. Designate an agency employee to coordinate the identification, evaluation, and preservation planning for historic properties that are owned or controlled by the state agency.

- A. The designee should (but is not required to) have a background in archaeology, history, architecture, architectural history, or historic preservation.

- B. Designees should attend training provided by the SHPO on preservation legislation, guidelines, policies and standards.

NOTE: State agencies may apply for Heritage Fund matching grants to assist in the evaluation, stabilization, adaptive reuse planning, and rehabilitation of historic properties under their ownership or control.

A.R.S. §41-862 Program

"In cooperation with the state historic preservation officer, each state agency shall establish a program to locate, inventory and nominate to the Arizona register of historic places all properties under the agency's ownership or control that appear to meet the criteria for inclusion on the register. Each state agency shall exercise caution to assure that the property is not inadvertently transferred, sold, demolished, substantially altered or allowed to deteriorate significantly. The Arizona historical advisory commission shall include the performance of state agencies in initiating and satisfying the programmatic management of historic properties in its annual report to the legislature and the governor as provided in ARS §41-1352."

Applicability: The statute applies to all state agencies.

Purpose: The purpose of this statute is to cause state agencies to 1) identify, document, and nominate historic properties that are eligible for the Arizona Register of Historic Places, 2) to exercise caution to assure that the preservation of state owned or controlled historic properties are not inadvertently transferred, sold, leased, demolished, substantially altered or allowed to deteriorate significantly, and 3) make the legislature aware of agency performance under this act.

Responsibility: Each state agency "shall establish a program to locate, inventory and nominate historic properties," and "shall exercise caution" with regards to the care and disposition of historic properties under their ownership or control.

In order to carry out the responsibilities of the statute, each agency should:

I. Develop a program, in consultation with the SHPO, for locating, inventorying, and nominating Arizona Register eligible historic properties that are under their ownership or control.

A. Outline a program to locate (identify) historic properties under agency ownership or control.

1. Locate, within the agency's records, properties under agency jurisdiction (owned, leased, managed, or controlled, including lands, buildings, structures, or archaeological sites).

2. Identification of historic properties often will include contracting with a preservation consultant (see *Secretary of Interior's Professional Qualifications Standards* in Tab 2, *SHPO Standards for Conducting and Reporting Cultural Resource Surveys on State Lands* (Tab 4) and Arizona State Museum archaeological permit application and requirements (Chapter 8, Arizona State Museum, Arizona Board of Regents, R 8-101 through 8 - 207, Section A implementing A.R.S. §41-865 (B), Rules implementing A.R.S. §15-1631 and A.R.S. §41-841, et seq. Arizona Antiquities Act).

3. Historic properties under agency ownership or control should be identified using methods recommended by the State Historic Preservation Office [SHPO *Standards for Conducting and Reporting Cultural Resource Surveys on State Land* (Tab 4)], and be consistent with the *Secretary of Interior's Standards and Guidelines for Identification* (Tab 2)

4. Establish priorities for the identification, inventory, and nomination of historic properties, based on:

a. When properties will be affected by agency activities, e.g. when properties are being considered for sale, lease, demolition, construction, alteration, or acquisition.

b. Where there is a high likelihood for threats to properties, such as vandalism or deterioration.

B. Submitting to and Maintaining Inventory of Properties. The agency should record and submit documentation of identified historic properties to the SHPO for determinations of eligibility for the Arizona Register of Historic Places and for entry in the statewide inventory of properties. Property documentation and recordation includes:

1. Completing *State of Arizona Historic Property Inventory Forms* for buildings, structures, and objects that are 50 years or older and under agency control or ownership and submitting forms to the SHPO for formal eligibility determinations. The SHPO may seek advice from the Historic Sites Review Committee on issues of eligibility. As the official Keeper of the Arizona Register of Historic Places (Arizona Administrative Code, R12-8 - 206), the SHPO is the final authority on eligibility for the Arizona Register of Historic Places.

2. Submitting archaeological survey reports to the SHPO for formal determinations of eligibility. Agencies should complete and submit to the SHPO the inventory forms for the statewide inventory system (AZSITE) unless an Arizona State Museum Permit requires submittal of the AZSITE Forms to the Arizona State Museum. By virtue of the AZSITE Consortium Intergovernmental Agreement, the State Historic Preservation Office and Arizona State Museum are among a number of agencies and institutions participating in and maintaining a shared statewide inventory of archaeological sites. Participants in the agreement will share maintenance, data entry, and access responsibilities. Specific guidance for state agencies regarding data entry and submittal of AZSITE Forms will be provided with the forms.

3. Maintaining, in cooperation with the SHPO, an updated inventory of properties located by the identification program to be used in management, which will include a list of properties evaluated, information on properties not

yet evaluated, and general background data. The agency may utilize AZSITE as their official inventory.

C. Nomination to the Arizona Register of Historic Places. Agencies shall nominate properties found to be eligible for the Arizona Register of Historic Places by:

1. Completing appropriate nomination forms and submitting them to the State Historic Preservation Office.

a. The National Register of Historic Places Form is the official form used to register properties for the Arizona Register of Historic Places. Forms and instructional guidance are available from the SHPO.

b. Nominations are reviewed by the Arizona Historic Sites Review Committee (HSRC) and presented at a public meeting for comment (see A.R.S. §41-1352). The HSRC may recommend the nomination for listing on the Arizona Register as submitted or may request revisions.

c. Once a nomination of a property(s) has been accepted by HSRC for listing on the Arizona Register of Historic Places, the property owner may request that the nomination be forwarded to the Keeper of the National Register for consideration for listing on the National Register of Historic Places.

II. Develop a system to integrate identification, inventory, and nomination into the agency's overall program and other agency systems for property management, land use, and project planning.

A. When the agency is involved in overall land use and urban planning, in assisting, in carrying out projects, in building or other property management activities, the agency should consult with the SHPO and other knowledgeable parties, such as the Arizona State Museum, appropriate land managers, Certified Local Governments, and Tribal Historic Preservation Offices, to determine:

1. Whether historic properties are known or expected to occur within the area that may be subject to direct or indirect effect by the project

2. The kinds of further identification and evaluation efforts that may be appropriate.

B. Integrate the agency's management inventory with its program of property management, land use planning, and project planning in order to identify opportunities for the effective use and preservation of historic properties, identify potential conflicts between the preservation of historic properties and the implementation of agency mission requirements and other legislative mandates, and to identify areas where information is insufficient to make

planning decisions about historic properties, suggesting the need for further study.

- C. Provide a schedule and guidelines for the continuing evaluation, maintenance, curation, stabilization, and rehabilitation of the property or properties in a manner that will ensure the continued historic integrity of the property. Any evaluation, maintenance, stabilization, or rehabilitation should meet the *Secretary of Interior's Standards for Rehabilitation* (Tab 3) and other standards recommended by the SHPO.
- D. Prior to the lease, exchange, or sale of a historic property that is under
 - 1. The agency's chief administrator or designee shall consult with the SHPO to identify the most appropriate strategies to insure long-term protection and preservation of the property.
 - 2. State agencies responsible for historic properties under their ownership or control may enter into contracts for the management of such properties, provided that the agency has consulted with the SHPO and the contract contains terms and conditions deemed by the agency's chief administrator or designee to be appropriate and necessary to protect the historic property and ensure its preservation.
 - 3. When state agencies are unable to insure the long-term preservation of a property due to lease, exchange, or sale, the agency shall consult with the SHPO to determine the appropriate level of documentation needed to preserve information about the property. The agency shall insure that documentation is completed prior to the sale, lease or exchange of the property.

III. The Arizona Historical Advisory Commission (AHAC) shall include the performance of state agencies in initiating and satisfying the programmatic management of historic properties in its annual report to the legislature and the governor, which is submitted annually on September 30.

- A. Each state agency will report on its preservation planning and management activities annually to the Arizona Historical Advisory Commission by August 31.
- B. The SHPO shall annually prepare a report on statewide preservation activities. The report will be submitted to the Arizona Historical Advisory Commission by August 31 each year and will include a summary of the State Historic Preservation Office's activities in the areas of National and Arizona Register of Historic Places, statewide planning, the review of state and federal projects for compliance with state and federal legislation, state and federal historic preservation grant programs, the statewide inventory, state survey efforts, state and federal preservation tax incentive programs, the Certified Local Government Program, and public historic preservation outreach and education programs.

A.R.S. §41-863 Records

Each agency shall initiate measures, in consultation with the state historic preservation officer, to assure that if, as a result of state action or assistance given by the agency, historic property is to be substantially altered or demolished, timely steps are taken to make appropriate documentary recordation in accordance with standards which the state historic preservation officer establishes. The agency shall deposit the records with the department of library, archives and public records and with the state historic preservation officer for future use and reference.

Applicability: The statute applies to all state agencies whose actions or assistance results in the substantial alteration or demolition of a historic property, whether such property is on state land or non-state land, whether the property is under the direct ownership or control of the agency, or where the property is not under state control but where the effect on the property would not occur but for the state's action or assistance; to the SHPO; and to the Arizona State Library, Archives, and Public Records.

Purpose: While most aspects of the SHPA follow the legislature's intent that positive efforts be made to "foster conditions under which our modern society and our prehistoric and historic resources can exist in productive harmony," A.R.S. §41-861 anticipates that this goal may not always be feasible. As stated in that section, the preservation of resources must be "consistent with the preservation of historic properties, the duties of the agency and professional standards which the state historic preservation officer recommends." While §41-862 provides that the agency exercise caution to assure that the historic character of a particular property is not inadvertently harmed, situations may arise where the imperative duties of the agency preclude the feasible physical preservation of the property. In such instances, one way to ensure that the property can continue to contribute to "our community life and development" is to create a permanent record of the property, which will give future generations a reasonable sense of what the property was.

Responsibilities: The three parties named in A.R.S. §41-863 have both distinct and related responsibilities.

The agency responsibilities:

1. Identify when, as a result of state action or assistance given by the agency, a historic property is to be substantially altered or demolished. Consultation between the agency and the SHPO is specified at this point and can be directed to answer the question of what constitutes a substantial alteration. In general, the SHPO will recommend recordation when the change in the property is of such a degree that it will no longer be eligible for listing in the Arizona Register of Historic Places.
2. Initiate measures to assure that timely steps are taken to make appropriate documentary recordation. In this regard "appropriate" is defined by the standards set by the SHPO. "Timely steps" is taken by the SHPO to imply that recordation is made before the agency's action or assistance has actually affected the property.

3. Deposit duplicate copies of the records with the SHPO and the Arizona State Library, Archives and Public Records.

The SHPO responsibilities:

1. Consult with the agency to determine when recordation is needed.
2. Establish appropriate standards for recordation.
3. Archive the records and make them available for future use and reference.

The Arizona State Library, Archives and Public Records responsibilities:

1. Archive its copy of the records and make them available for future use and reference.

In order to carry out the responsibilities of this statute, each agency shall:

I. Determine the need for documentary recordation. A.R.S. §41-863 specifies consultation between the agency and the SHPO. Consultation is best achieved through the process specified under A.R.S. §41-864 for review of agency plans. Recordation is called for when the comment of the SHPO on an agency plan is that the agency's action or assistance will substantially alter or demolish the property. If, in the agency's opinion, the imperative duties of the agency preclude as unfeasible any course of action other than that resulting in the substantial alteration or demolition, then the agency shall initiate timely steps to make appropriate documentary recordation.

II. Obtain Appropriate Documentation. The kind and level of recordation necessary will be determined in consultation with the SHPO and will be based on standards set by the SHPO and the *Secretary of the Interior's Standards (Secretary of the Interior's Standards for Architectural and Engineering Documentation, for Archaeological Documentation, and for Historical Documentation (Tab 2), Arizona SHPO's State Historic Preservation Act Documentation Standards for Historic Properties, Standards for Conducting and Reporting Cultural Resource Surveys on State Land (Tab 4), SHPO's Standards for Documentation of Archaeological Properties on State Land and for State Projects (currently in draft form see Tab 4), SHPO Administrative Procedure – Documentation Submitted for Review in Compliance with Preservation Laws (Tab 6) and Arizona State Museum's Antiquity Act permitting requirements (Chapter 8, Arizona State Museum, Arizona Board of Regents, R 8-101 through 8 - 207, Section A implementing A.R.S. §41-865 and Section B, Rules implementing A.R.S. §15-1631 and A.R.S. §41-841 et seq. Arizona Antiquities Act). The level and kind of documentation required will vary depending on the nature of the property, its relative significance within identified historic contexts, and the nature of the undertaking's effect on the property*

- A. The SHPO has documentation standards for typical architectural recordation (Tab 4). These standards are intended for standing buildings, structures, and objects and differ substantially from recordation for archaeological properties. It

is possible that, in cases where a property is of exceptional merit or importance in Arizona history, the SHPO may request additional documentation material.

- B. Depending upon the type of archaeological site and the impacts that will affect it, archaeological data recovery may range from simple recordation to extensive excavations. All archaeological data recovery should be conducted by qualified professional archaeologists (see *Secretary of Interior's Professional Qualifications Standards*; Arizona State Museum's Antiquity Act permit application and requirements, Chapter 8, Arizona State Museum, Arizona Board of Regents, Rules 8-101 through 8 - 207, Section A implementing §41-865 and Section B, Rules implementing A.R.S. §15-1631 and A.R.S. §41-841, et seq. of the Arizona Antiquities Act and Professional Qualifications for Cultural Resource Surveys in *Standards for Conducting and Reporting Cultural Resource Surveys on State Land*).

1. For sites that consist of only surface remains, appropriate data recovery would include, but is not limited to, mapping, photographing, text description, artifact and sample collection and analysis, and report write-up. For more complex sites with subsurface components, archaeologists may need to conduct extensive excavations, to be followed with detailed laboratory analysis of the artifacts and samples collected from the site. Archaeological documentation of the fieldwork will usually result in analytical reports that contain descriptive and synthesis sections, maps, and photographs. The appropriate level of data recovery determined in consultation with the SHPO (see also Arizona State Museum Antiquity Act permitting review requirements), and will depend upon the type of archaeological site that is going to be affected and the nature of impacts from a project.

2. Project-specific permits from the Arizona State Museum are required for excavations on lands owned or controlled by a state agency, city or county (A.R.S. §41-865, R 8-101 through 8 - 207 and Rules implementing A.R.S. §15-1631 and A.R.S. §41-841, et seq. Arizona Antiquities Act). As per the permit requirements, artifact collections and documentation records will need to be curated in an approved state repository.

- C. Historic records including oral histories and ethno-historic records are important and often necessary forms of documentary information on historic properties. This information should not be overlooked when documenting the significance and integrity of a property to determine Arizona Register eligibility and for documenting properties already determined eligible for the Register. Such documentation will normally be in the form of text reports, photographs, audiotapes and transcripts, and/or videotapes.

III. Undertake Documentation. As it is the agency's planned action or assistance that is affecting the property, it is the responsibility of the agency to produce the appropriate documentary record of the property. As a condition to its action or assistance, the agency may require benefiting non-state parties to undertake the work.

The agency must still ensure that the documentary record meets the specifications of the SHPO.

IV. Create Records Repositories. Documentary recordation shall be deposited by the agency with the SHPO and with the Arizona State Library, Archives and Public Records.

A. Documentation includes, but is not limited to: Preliminary and final archaeological and architectural project reports, maps, photographs; architectural and engineering drawings, photographs, and plans; planning documents; project consultation letters, photographs, agreements, and covenants; Arizona and National Register of Historic Places forms, photographs and correspondence; survey forms and photographs; building assessments and other planning documents; ethnographic and ethno-historic reports, transcripts, audio tapes, videotapes.

A.R.S. § 41-864 Review of Agency Plans

“The state historic preservation officer has thirty working days in which to review and comment on any plans of a state agency which involve property which is included or may qualify for inclusion on the Arizona register of historic places, including any construction project, sale, lease or acquisition of historic properties, to ensure that the pre-historical, historical, architectural or culturally significant values will be preserved or enhanced.”

Applicability: The statute applies to the SHPO and all state agencies that are directly or indirectly involved in planning any action that involves a property or properties included on or eligible for inclusion on the Arizona Register of Historic Places. Properties covered in the statute are those properties that are already listed on the Arizona Register of Historic Places, properties formally determined eligible for listing, and properties not formally determined eligible for listing but that meet the criteria for listing on the Arizona Register.

Purpose: The stated purpose of the statute is “to ensure that prehistorical, historical, and architectural and culturally significant values will be preserved and enhanced” also referred to collectively as their historic values or historic significance. While A.R.S. §41-861 holds the chief administrator of each agency “responsible for the preservation of historic properties which are owned or controlled by the agency,” this section provides for review of agency plans by the SHPO. Through this consultation, the impacts of agency plans on historic properties are evaluated and the historic significance of those properties preserved.

Responsibility: The statute directs the SHPO to review and comment on agency plans within thirty (30) working days. State agencies are responsible for submitting their plans and seeking consultation with the SHPO on their plans, including but not limited to, construction projects, sales, leases, and acquisitions. SHPO reviews those plans to ensure: (1) that their impacts on historic properties are considered, and (2) that the significance of those properties is preserved or enhanced. The SHPO is also statutorily required to: maintain an inventory of historic properties; advise, assist and monitor state agencies and political subdivisions of the state in carrying out their historic preservation responsibilities, and to cooperate with state agencies, political subdivisions of the state, and other persons to ensure that historic properties are taken into consideration at all levels of planning and development [A.R.S. § 41-511.04(c)]. Reviewing and commenting on agency plans is one of the ways SHPO carries out these responsibilities.

I. *Staff.* The SHPO may designate staff, who are employees of the State of Arizona and meet the *Secretary of Interior’s Professionals Qualification Standards* (Tab 2), to assist in carrying out stated duties as defined in both Arizona statutes and the National Historic Preservation Act of 1966, as amended. The use of the term State Historic Preservation Officer (SHPO) refers to the officer or the designated staff unless otherwise indicated.

Historic preservation has evolved as an interdisciplinary field involving professionals from the disciplines of architecture, history, architectural history, prehistoric archaeology and historic archaeology, all of which are represented in the SHPO. Professionals from the disciplines of folklore, cultural anthropology, curation, conservation, landscape architecture and city planning may also have valuable input on historic preservation issues.

The SHPO staff can provide state agencies with technical assistance in their efforts to meet their duties under the SHPA. All State Agencies' designated staff should work closely with SHPO staff concerning the identification, eligibility, and management of historic properties under their control. If an agency has professional staff in one of the above disciplines, their assignment as the "designated staff" is encouraged, but any agency staff dealing with environmental compliance issues can serve as SHPO liaison. SHPO will have specific training opportunities for agency staff to learn about both the compliance process and the goals of historic preservation.

II. Consultation Opportunities During the Development of Agency Plans. Any action planned by a state agency, involving construction or ground disturbance that has the potential to impact historic properties that eligible or listed on the Arizona Register, should be informally discussed with and later formally reviewed by the SHPO. Initial consultation with the SHPO should occur while alternatives are still being discussed and options pursued. The goal of early consultation should be to develop a proactive partnership between the SHPO and the agency, so that the concerns of historic preservation are included as a part of the agency's planning process.

Because the preservation of significant historic resources is now a concern shared by many agencies and the public, the number of actions having a negative impact on historic properties has been greatly reduced. The majority of agency actions do not affect historic properties. The management of historic properties through adaptive reuse allows agencies to meet their needs and fulfill their duties, while preserving significant character-defining aspects of eligible historic properties.

The interdisciplinary staff of the SHPO is available to assist agencies during the development of their action plans. Taking advantage of this technical assistance is one-way agencies can better integrate historic preservation concerns into on-going planning processes. The early involvement of SHPO in agency plans makes the formal review of these plans much more streamlined and less reactionary.

III. The Review Process. The review process outlined below integrates the responsibilities of agencies and the SHPO under A.R.S. §41-864. It specifies agency deliverables (that is, the kinds of information that the SHPO needs to receive in order to complete its review), includes guidance on identifying and evaluating historic properties, assessing the potential effects of agency plans on these properties, and suggesting strategies to avoid, minimize, or otherwise address adverse impacts on historic properties. It also outlines the issues that SHPO should be expected to address in its comments.

- A. Streamlining the Review Process - The review process is normally carried out on a specific project-by-project basis; however, intergovernmental or programmatic agreements may be developed for large, complex projects, for a class of projects that would normally require numerous individual reviews, or for an agency program. Many projects or actions involve more than one state agency, as well as one or more federal agencies. For example, the Arizona Department of Transportation and the Federal Highway Administration are often involved in highway construction that crosses multiple jurisdictions. In such instances, it is useful to identify at the beginning of the process all agencies that have jurisdiction over or other involvement with any part of the action, through funding, permitting, licensing, issuing a right-of-way. In this way, the requirements of all agencies pursuant to the State Historic Preservation Act and/or Section 106 of the National Historic Preservation Act may be fulfilled by a single consultation. All involved agencies should be signatories to any agreement developed.
- B. Agency deliverables: Agencies are advised to assemble the documentation described below and submit it to the SHPO for review and comment. As noted above, the SHPO is available to assist the agency in accomplishing each step, and agencies are encouraged to consult, informally or formally, with the SHPO early in and throughout this process.

1. Step 1 - Describe agency plans

What action is the agency planning? (Examples: sale of land or renovation of a building). This description should be as specific as possible and should include a legal description of the property affected, and a summary of the proposed action (for example, replacement of roof, constructing a new facility, or granting a right-of-way).

Historic properties outside the area within which specific agency actions may be planned can be affected by that action, so a critical component of Step 1 is determining the geographic area or areas within which an agency's plans may cause changes in the character or use of historic properties, if such properties exist. The area affected by an agency plan may not be contiguous and may include, but are not limited to the following examples of ancillary project areas: alternative project sites or construction corridors; locations from which borrow materials might be obtained; areas where access might be provided to archaeological sites, resulting in their disturbance by artifact seekers; project staging areas; areas where visual or audible changes could occur; and areas where the project could result in modified traffic patterns that might affect the livability or commercial viability of historic districts.

Attachment 864-1 provides a list of agency plans that have been and should be reviewed by the SHPO; however, this list is not exhaustive.

Are there historic properties "involved" *in the agency's* planned action? The state agency identifies and evaluates Arizona Register listed or eligible

properties in the area of potential effect for the undertaking. Section 41-862 requires the agency to exercise caution to assure that historic properties are not inadvertently “sold, demolished, substantially altered or allowed to deteriorate.” In order to comply with that section, it may be necessary to conduct an archaeological survey in an area to be impacted by a proposed action, to conduct research into the age and significance of an existing building, or otherwise investigate the possibility that historic properties exist in the area described in Step 1. The results of any such efforts should be included in the information provided to the SHPO. See Attachment 864-2 for a discussion of identification efforts.

3. Step 3 - Assessing effects

If historic properties have been identified in the area described in Step 1, the agency should evaluate the impacts of its planned actions on those properties. That is, will the proposed activity cause any change (harmful or beneficial) to the characteristics that qualify the property for Register listing. Agencies should use the following criteria in evaluating potential impacts.

Will the activity result in:

- Destruction, damage, or alteration to all or part of a property
- Isolation from or alteration of the property's surrounding environment.
- Introduction of visual, audible, or atmospheric elements that are out of character with the property or alter its setting.
- Neglect or abandonment of a property, resulting in its deterioration or destruction.
- Transfer, lease, or sale of the property.

Application of these criteria may result in three possible findings:

1. Preservation of the historic property’s “prehistoric, historical, architectural or culturally significant values” or historic significance. That is, the agency’s planned action will not affect those characteristics that qualify it for inclusion on the Register.

2. Enhancement of the property’s “prehistoric, historical, architectural or culturally significant values.” Some agency plans not only will preserve a historic property, but also will enhance it. That is, the effect of the planned action will be beneficial. An example of a beneficial effect is rehabilitation of a historic building in accordance with the standards recommended by the SHPO pursuant to §41-861. [Note: these standards are the *Secretary of the Interior’s Standards for Rehabilitation*, Tabs 2 & 3).

3. Harm to or an adverse effect on the historic property. If the agency finds that a historic property will be adversely impacted by the planned action, then in accordance with A.R.S. §41-861, the agency should find ways to avoid reduce the harm or mitigate the harmful effects to the historic property. An example of such a strategy is

archaeological data recovery in advance of ground-disturbing activity. Other strategies for avoiding or reducing harm to historic properties are listed in Attachment 864-3.

Once the agency has evaluated the effects of its actions on historic properties and has considered ways to minimize or avoid harm to these properties, the findings should be included in the plans provided to the SHPO for review.

C. SHPO Review of Agency Plans. The SHPO has thirty (30) working days from receipt of these deliverables to review and comment on the effect of agency plans on historic properties. SHPO comments may address any or all of the following areas:

1. Plans. If SHPO is unclear about the agency's plans as described, it may request additional information.

2. Identification and Evaluation of Historic Properties. SHPO will review the agency's submittal information on historic properties, as well as the efforts made to collect that information. SHPO may recommend additional efforts to locate historic properties in the area. For example, if an agency's plans call for development of previously undeveloped property, and the area in question has not been systematically surveyed, the SHPO may recommend that a survey be conducted. [Note: recommended efforts to identify historic properties that may be affected by agency actions are discussed under A.R.S. §41-862 above.]

If a historic property is identified by the agency, SHPO will also review the agency's assessment of the property's eligibility for inclusion on the Arizona Register. If the agency and the SHPO agree that the property is not eligible, then it need not be considered in agency planning. If the agency and the SHPO agree that the property is eligible, the effect of agency actions on that property must be considered. If the agency and the SHPO disagree on the eligibility determination, the final authority regarding determinations of eligibility rests with the SHPO. If time permits, and the agency agrees, the SHPO may seek the advice of the Historic Sites Review Committee; as provided in Arizona Administrative Code R12-8-206, the SHPO is the keeper of the Arizona Register and is responsible for determining whether or not a property is eligible for listing.

3. Assessing Effects. After reviewing the information provided by the agency on the project's effect on eligible or listed properties, the SHPO may agree or disagree with the agency's assessment of the potential impact of the proposed action on historic properties. If historic properties will be affected, the SHPO comments will focus on ways to minimize or eliminate harm to the historic significance of those properties. Those comments may vary considerably, depending on the nature of agency plans. For example, the SHPO may request that the agency consider alternatives to the

proposed action or redesign some portion of the action, or conduct archaeological data recovery in advance of ground disturbing activity.

As a part of this consultation, the SHPO may request that the agency seek input from other parties. This section requires consultation between the agency and the SHPO, however under some circumstances, when other agencies, tribes, local governments or the general public may be directly affected or involved in the agency plan, these parties should be invited to participate. Agencies are encouraged to seek public comment and participation in their planning process.

Interested parties may include representatives of Indian tribes or groups; Certified Local Governments; municipal governments, other state agencies, as well as applicants for or holders of grants, permits, or leases that have the potential to impact or alter properties that may be eligible for the Arizona Register of Historic Places.

Attachment 864-1

The following is a list of agency plans or actions that should be submitted to SHPO for review:

- New construction
- Renovation of buildings or structures
- Making Americans with Disabilities Act modifications
- Sale or lease of real property
- Granting a right-of-way or easement
- Issuing a permit or license
- Vacating or demolishing existing buildings or structures
- Infrastructure development

Attachment 864-2

Typical identification efforts include:

- Archaeological survey
- Literature search
- Building assessment
- Consultation with Native American tribes or groups
- Ethnographic research
- Consultation with the interested public (including local historical societies or commissions)

Attachment 864-3

Mitigation approaches include:

Documentation that will archivally preserves the importance of the property. Documentation usually involves collecting historical information and photographs, preparing drawings and taking photographs. The specific types, numbers and sizes of documentation are resource specific.

Meeting Rehabilitation Standards that preserves the character defining elements of the property. A project may be authorized to proceed if, upon consultation with the SHPO, the parties determine the project adheres to the *Secretary of the Interior's Standards for Rehabilitation*.

Conducting archaeological data recovery performed under a scientific research design and preparation of final data recovery report that provides documentation of the archaeological property.

Application of a Preservation Covenant that places restrictions on the sale or lease of a property.

Definitions of Terms

Acquisition - The act or process of acquiring fee title or interest other than fee title of real property, including acquisition of development rights or a remainder interest.

Act - The State Historic Preservation Act

Archaeological Resources - Ruins and material remains from past human activities or cultures from the Paleo-Indian, Archaic, Prehistoric or Historic periods.

Arizona Register of Historic Places - The Arizona Register of Historic Places is a list of Arizona's historic properties worthy of preservation and serves as an official record of Arizona's historic districts, sites, buildings, structures, and objects of national, state and/or local significance in the fields of history, archaeology, architecture, engineering and culture. The register is for use as a planning tool by federal, state and local governments, private groups, and citizens.

Chief Administrator - The head or designee of any Arizona state agency, responsible for compliance with the Arizona Historic Preservation Act.

Comprehensive Historic Preservation Planning - The organization of preservation information into a logical sequence pertaining to the identification, evaluation, registration and treatment of historic properties, and the setting of priorities for accomplishing preservation activities.

Criteria of Eligibility for the Arizona Register of Historic Places – Established by Rule and appearing in the Administrative Code R12-8-206 as follows:

“The quality of significance in Arizona history, architecture, archaeology, 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 (Criterion A); or
2. That are associated with the lives of significant persons in our past (Criterion B); 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 (Criterion C); or
4. That yields, or may be likely to yield, important information related to prehistory or history (Criterion D).
5. Generally properties must be 50 years or older to be considered eligible for the Arizona Register of Historic Places. Properties that are less than 50 years old may be considered eligible under circumstances where they are an integral part of a district which is 50 years or older and meets eligibility criteria or the property has exceptional importance.”

The criteria of eligibility for the Arizona Register of Historic Places are the same as the criteria of eligibility for the National Register of Historic Places.

For more detailed explanation of the criteria refer to the National Register Bulletin, *How to Apply the National Register Criteria for Evaluation*, published in 1990 revised in 1991, incorporated herein by reference and on file with the Office of the Secretary of State and the Arizona State Parks Board.

Cultural Resources – Structures, properties, and objects from the past that constitute both our national and local heritage, including historic buildings and prehistoric and historic archaeological remains.

Historic Context - A unit created for planning purposes that groups information about historic properties based on a shared theme, specific time period, and geographic area.

Historic Property (also Historic Resource) - District, site, building, structure, or object significant in Arizona's history, architecture, engineering, archaeology, or culture at the national, state, or local level that are listed on or eligible for the Arizona Register of Historic Places, as defined in Arizona Administrative Code R12-8-206 or the National Register of Historic Places, established and maintained under the National Historic Preservation Act, as amended (16 U.S.C.A.470 et seq.).

Integrity - The authenticity of a property's historic identity, evidenced by the survival of physical characteristics that existed during the property's historic or prehistoric period of significance. Integrity is the ability of the property to convey its significance.

Intensive Survey - A systematic, detailed pedestrian examination of an area designed to identify all potentially eligible historic properties and to gather sufficient data about these properties to make a determination of eligibility for the Arizona Register of Historic Places or the National Register of Historic Places.

Inventory - The documentation of historic properties and the maintenance of that documentation in a database.

Maintenance - The act or process of applying measures to sustain the existing form, integrity, and material of a building or structure, and the existing form and vegetation of the site. It may include stabilization work, where necessary, as well as ongoing maintenance of the historic building material.

Management Inventory - An organized compilation of information on properties that have been evaluated for eligibility to the Arizona and National Registers of Historic Places.

Plan(s) of a State Agency/Agency Plan(s) - Any detailed program, activity or undertaking that is worked out beforehand for the accomplishment of an objective that involves a state agency and has the potential to impact or alter a property that may be eligible for the Arizona/National Registers of Historic Places.

Preservation - The act or process of applying measures necessary to sustain the existing form, integrity, and materials of a historic property. Preservation measures include identification, evaluation, recordation, documentation, acquisition, protection, management, rehabilitation, restoration, stabilization, maintenance, or any combination of the foregoing activities.

Professional Standards - The Secretary of Interior's Standards for Professionals working in the fields of archaeology, architecture, history, and architectural history (originally published in 1977, revised in 1990 as part of the Department of the Interior regulations 36 CFR Part 67, Historic Preservation Certifications). The Secretary of Interior's Standards are applicable for federal projects and are used by the State Historic Preservation Office. The Arizona State Museum's standards for professional archaeologists are utilized in their permitting of archaeologists for state projects.

Reconnaissance Survey - A pedestrian examination of all or part of an area to make generalizations about the types and distributions of properties that may be present and potentially eligible for the Arizona Register of Historic Places.

Register/Arizona Register - Refers to the Arizona Register of Historic Places (see Criteria of Eligibility for the Arizona Register of Historic Places).

Register Eligible/Arizona Register Eligible - Properties that are eligible for listing on the Arizona Register of Historic Places.

Rehabilitation - The act or process of returning a property to a state of utility through repair or alteration which makes possible an efficient contemporary use while preserving those portions or features of the property which are significant to its historical, architectural, and cultural values.

Restoration - The act or process of accurately recovering the form and details of a property and its setting as it appeared at a particular time by removing later work or replacing missing elements.

Sample Survey - A pedestrian survey of a representative sample of lands within a given area in order to generate or test predictions about the types and distribution of historic properties.

Secretary of Interior's Standards - The Secretary of Interior's Standards and Guidelines for Archaeology and Historic Preservation (48 Federal Register 44716).

Significance (Historic) - The importance of a property to the history, architecture, archaeology, engineering or culture of a community, state, or nation. It is achieved by the following criteria of significance: (a) association with events that have made a significant contribution to the broad patterns of our history; (b) association with the lives of persons significant in our past; (c) embodies the distinctive characteristic of a type, period, or method of construction, or represents the work of a master, or possesses high artist values, or represents a significant and distinguishable entity

whose components may lack individual distinction; and/or (d) have yielded or have the potential to yield important information.

Stabilization - The act or process of applying measures to re-establish weather resistance and the structural stability of unsafe or deteriorated property while maintaining the essential form of the property, as it presently exists.

State Action - Any state planned activity that has the potential to impact properties that are listed or eligible for the Arizona Register of Historic Places.

State Agency – Any board, commission, department, officer or other administrative unit of this state, including the agency head or agency employees or other persons directly or indirectly purporting to act on behalf or under the authority of the agency head, whether created under the constitution or by enactment of the legislature. Agency does not include the legislature, the courts, or the governor. Agency does not include political subdivisions of this state or any of the administrative units of a political subdivision, but it does include any board, commission, department, officer or other administrative unit created or appointed by joint or concerted action of an agency and one or more political subdivisions of this state or any of its units. (A.R.S. § 41-1001)

State Control -Authority or ability of the state to regulate, direct, or have influence over.

State Historic Preservation Officer - The state official designated by the Governor of Arizona to administer the State Historic Preservation program in the state.

Survey - An activity with the purpose of locating, identifying, and evaluating properties that are eligible for the Arizona Register of Historic Places.