

**UTE MOUNTAIN UTE TRIBE**  
**Tribal Historic Preservation Office:**

**Guidelines, Fees, and Permits**





## Ute Mountain Ute Tribe Tribal Historic Preservation Office



### ARCHAEOLOGICAL SURVEY AND REPORT STANDARDS AND GUIDELINES

For conducting and reporting of historical and architectural surveys, the THPO suggests following the stipulations outlined in “Colorado Cultural Resource Survey Manual, Guidelines for Identification: History and Archaeology” available at [http://www.historycolorado.org/sites/default/files/files/OAHP/crforms\\_edumat/pdfs/1527.pdf](http://www.historycolorado.org/sites/default/files/files/OAHP/crforms_edumat/pdfs/1527.pdf)

#### GIS Shapefiles

It is imperative that all data collected on Ute Mountain Ute lands include GIS shapefile data and that this is submitted to the THPO. A project is not considered complete until this data is received and approved and a clearance will not be granted until all data has been submitted.

#### Archaeological Inventory Fieldwork

Prior to any fieldwork, a permit must be acquired from the THPO (see Appendix L). When recording resources, surveyors are required to use a sub-3-meter GPS unit to map and generate UTM coordinates for sites and a digital camera with 6 megapixel or greater power<sup>35</sup>. Digital recording and shape files of sites are preferred. State site record forms will be used, except for reconnaissance-level survey.

Colorado (History Colorado) forms are available at

<http://www.historycolorado.org/archaeologists/cultural-resource-forms>

New Mexico (Laboratory of Anthropology) forms are available at

<http://www.nmhistoricpreservation.org/documents/arms-documents.html>

Utah (Intermountain Antiquities Computer System) forms are available at

<http://anthro.utah.edu/labs/imacs.php>

These forms should be submitted to the THPO, who will forward to the appropriate SHPO office.

- Spacing between surveyors or individual transects will not exceed fifteen (15) meters. The minimal area for a block survey is 1 acre. For archaeology, the minimal width of a linear survey is fifteen (15) meters.

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<sup>35</sup> See National Register revised photo policy as suggested baseline at [http://www.nps.gov/nr/publications/guidance/Photo\\_Policy\\_final.pdf](http://www.nps.gov/nr/publications/guidance/Photo_Policy_final.pdf)

- At minimum, a 35 to 50-ft buffer zone will be surveyed around the area of potential effect, i.e. home sites, block surveys, linear surveys. For traditional cultural properties or cultural landscapes the buffer zone may be larger. If there is no APE, for example for pro-active Section 110 work, the surveyed area will simply be the defined project area.
- All cultural resources encountered in the survey area will be documented completely, even if they are partly outside of the survey boundary. Exceptions may be extensive linear features such as historic road, ditches, and trails. However, these resources will still be required to be evaluated in terms of identifying contributing and non-contributing segments.
- In addition, traditional cultural properties (TCPs) also require full recordation. See Appendix M for Sacred and Traditional Place documentation form and guidelines.

## **Reports**

Reports should follow the guidelines outlined in *Colorado Cultural Resource Survey Manual: Guidelines For Identification: History and Archaeology*. These guidelines are available at

[http://www.historycolorado.org/sites/default/files/files/OAHP/crforms\\_edumat/pdfs/1527.pdf](http://www.historycolorado.org/sites/default/files/files/OAHP/crforms_edumat/pdfs/1527.pdf)

## **Guidelines for Archaeological Testing or Excavation Reports**

The guidelines for Archaeological Testing and Excavation Reports closely resemble the survey report guidelines. In addition, they encourage detail concerning excavation technique and results. These guidelines are available at

[http://www.historycolorado.org/sites/default/files/files/OAHP/crforms\\_edumat/pdfs/1527.pdf](http://www.historycolorado.org/sites/default/files/files/OAHP/crforms_edumat/pdfs/1527.pdf).

## **Reconnaissance Survey and Recoding Sacred and Traditional Places**

The Ute Mountain Ute THPO in general is committed to preserving continuity in the recording of cultural resources on tribal lands by requiring the use of appropriate state forms, as stipulated above. The exceptions are for reconnaissance-level survey and recording sacred and traditional places. For these types of recording, the THPO has devised its own forms in order to better serve the recorder, the resource, and the THPO in managing these resources. The THPO Reconnaissance Survey Form is simpler and geared more specifically to prehistoric sites than the Colorado state form, for example (Appendix K). And the Sacred and Traditional Place recording form is oriented more appropriately to Ute places and the needs of the Tribe and can be used in all three states that these important sites are to be found (Appendix M).



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### CULTURAL RESOURCES FEE SCHEDULE

#### I. Site Visitation Permit

Personal non-collection visits to sites for research or other purposes: no fee. This permit is for visits to archaeological sites on the reservation but outside of the Tribal Park, which has its own fee schedule for site tours in the Park. Visitors to sites may be unaccompanied contingent upon THPO approval.

#### II. Inventory Permit Testing and Monitoring Permit Data Recovery Permit

Fees for these permits are based on cultural resources task costs.\*

| Cultural Resources Project Costs | Cultural Resources Permits fees |
|----------------------------------|---------------------------------|
| \$100-1000                       | \$100                           |
| \$1,001-5,000                    | \$250                           |
| \$5,001-10,000                   | \$350                           |
| \$10,001-25,000                  | \$750                           |
| \$25,001-50,000                  | \$1,000                         |
| >\$50,000                        | Greater of \$1,000 or 1.75%     |

#### III. Ethnographic Permit

A flat fee of \$100 per project is required for this permit.

#### IV. Annual Permit

A flat fee of \$200 per annum per company is required for this permit.

#### V. Other Fees

File Search fee: \$25/hour  
Monitoring fee: full day, \$250; 1-6 hours, \$150  
Copies: \$0.25 each

\* In the event that the work is not related to an undertaking the fee will be negotiated directly with the THPO.



# Ute Mountain Ute Tribe Tribal Historic Preservation Office



## ANNUAL CULTURAL RESOURCES PERMIT APPLICATION

Year: 20\_\_\_\_

Signed by THPO: \_\_\_\_\_ Date \_\_\_\_\_ Permit No. \_\_\_\_\_

**Required to have (check):** \_\_\_ TERO \_\_\_ Crossing Permit

Name of Firm: \_\_\_\_\_

Address of Organization and phone number: \_\_\_\_\_  
\_\_\_\_\_

New Application or Renewal? \_\_\_\_\_

List personnel to add and the position they will hold, including Principal Investigator, Field Director, and Supervisory Archaeologists. These individuals must have demonstrated experience in the region and must have an advanced degree in Anthropology, Archaeology, Architectural History or a related subject. In some cases, supervisory experience in the region may exempt certain individuals from the advanced degree requirement. Permitted individuals must meet the Secretary of the Interior's Standards for Professional Qualifications. Permitted individual must be present in the field at all times during field investigations.

| Name | Highest degree | Position |
|------|----------------|----------|
|      |                |          |
|      |                |          |
|      |                |          |
|      |                |          |
|      |                |          |
|      |                |          |
|      |                |          |

Describe organizational capabilities, including facilities and equipment (attach SOQ):

Identify Permit Administrator with contact information \_\_\_\_\_  
\_\_\_\_\_

Include current resumes of supervisory personnel, including Principal Investigator, Field Director, and Supervisory Archaeologists. Resumes should be in a simple format that provides the information needed to assess each individual's qualifications, including education and regional field experience. Individuals may not assume positions of greater responsibility than those for which they are approved. Violation of this provision may result in the nullification of an organization's Annual Permit.

Return the form and submit permit fee to:  
Ute Mountain Ute Tribal Historic Preservation Office  
P.O. Box 468  
Towaoc, CO 81334  
Phone: (970) 564-5731 Fax: (970) 564-5410  
E-mail: [THPOcrm@utemountain.org](mailto:THPOcrm@utemountain.org)



## Ute Mountain Ute Tribe Tribal Historic Preservation Office



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### SITE VISITATION PERMIT REQUIREMENTS

Visitation permits are for visitation to and/or reconnaissance-level survey of archaeological, historical, or cultural sites. No collection, disturbance, or any activity other than visitation and documentation is authorized under a Visitation Permit. No annual permit is necessary to obtain this type of permit, but requests for Visitation permits must be made via the enclosed form at least ten days prior to the site visitation. A THPO staff member may be required to accompany the visitor depending on staff availability and the comfort-level of the THPO with the individual(s). The request must specify:

1. The identity and location of site(s) to be visited
2. The proposed date(s) of site visit
3. The names and contact information of all individuals visiting archaeological, historical, or cultural sites
4. The purpose of visitation/research (e.g., photography, rock art documentation, mapping, etc.).

There is no fee for research, reconnaissance survey, or visitation conducted under a Visitation permit. Note: Site visits to the Tribal Park require a Tribal Park visitation permit and a Tribal Park guide (see <http://www.utemountainute.com/tribalpark.htm>).



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## SITE VISITATION PERMIT APPLICATION FORM

Permit No. \_\_\_\_\_ Signed by THPO: \_\_\_\_\_ Valid To: \_\_\_\_\_

|  |                                    |                   |
|--|------------------------------------|-------------------|
| Type of Permit Requested   | ___ Site Visitation                | ___ Documentation |
| Proposed Starting Date:  |                                    |                   |
| Proposed Ending Date:  |                                    |                   |
| Person in Charge (if applicable):  |                                    |                   |
| <b>Visitation Location</b>   |                                    |                   |
| State:   |                                    |                   |
| County:  |                                    |                   |
| Legal Location (Township & Range, Section)   |                                    |                   |
| Land Status:   |                                    |                   |
| <b>Description/purpose of visitation/research (e.g. photography, rock art documentation, etc.)</b> |                                    |                   |
| <b>Name of Organization</b>  |                                    |                   |
| <b>Address</b>   | <b>Telephone No./Contact Info.</b> |                   |
| <b>Names of Individuals Visiting</b>   |                                    |                   |



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## INVENTORY PERMIT APPLICATION FORM

*Permit Valid Until End of Calendar Year of Issue*

Signed by THPO: \_\_\_\_\_ Date \_\_\_\_\_ Permit No. \_\_\_\_\_

**Required to have (check):**  UMTU Annual Permit  TERO  Crossing Permit

### Brief Description of Project (including project proponent and approximate acreage)

Proposed Starting Date:

Proposed Ending Date:

### Project Location

State:

County:

Legal (Township & Range, Section if platted,  
project if unplatted):

Land Status:

Name(s) of U.S.G.S 7.5 minute map(s)  
(attach map(s) to request form)

### Name of Organization

Address

Telephone No./Contact Info.

### Project Personnel

Person(s) in General Charge – Principal Investigator[s]:

Person(s) In Direct Charge - Project Director[s] (specify positions):

**Inventory Permit Fee:**  fee paid  fee waived



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### EXCAVATION PERMIT APPLICATION FORM *Permit Valid Until End of Calendar Year of Issue*

Signed by THPO: \_\_\_\_\_ Date \_\_\_\_\_ Permit No. \_\_\_\_\_

**Required to have (check):**  UMTU Annual Permit  TERO  Crossing Permit  ARPA Permit

| Type of Permit Requested  |                             |
|---|-----------------------------|
| Archaeological Testing  |                             |
| Archaeological Monitoring   |                             |
| Archaeological Data Recovery  |                             |
| Name of Organization  |                             |
| Address   | Telephone No./Contact Info. |
|   |                             |
| Project Personnel   |                             |
| Person(s) in General Charge – Principal Investigator[s]:              |                             |
| Person(s) In Direct Charge - Project Director[s] (specify positions): |                             |
| Project Location  |                             |
| State:  |                             |
| County:   |                             |
| Legal (Township & Range, Section if platted, project if unplatted):   |                             |
| Land Status:  |                             |
| Name(s) of U.S.G.S 7.5 minute map(s) (attach map(s) to request form)  |                             |
| Brief Description of Project  |                             |
|   |                             |
| ARPA Permit No.: _____  |                             |
| Start Date:   | End Date:                   |



## Ute Mountain Ute Tribe Tribal Historic Preservation Office



### ETHNOGRAPHIC RESEARCH PERMIT REQUIREMENTS

No annual application is necessary for personal or professional ethnographic research projects. Requests for ethnographic research permits require a \$100.00 application fee; however, the fee may be waived by special arrangement with the THPO for formal research that will result in data provided to the Ute Mountain Ute Tribe. Ethnographic studies related to Section 106 compliance are conducted under an Archaeological Inventory permit. Application for an ethnographic research permit must be made in writing (using the enclosed request form) and include the following information:

1. A copy of the research design or grant proposal outlining the purpose of the project and the methods to be used (including copies of interview forms and consent forms to be used)
2. A resume or other statement of the researcher's qualifications
3. Names of those to be interviewed
4. Evidence that the Tribal Council has been informed of the proposed research project, i.e. Tribal resolution.
5. The final report must include evidence that the individuals who were interviewed consented to participating in the research, as well as consent forms regarding use of the interviewee's name(s) and the information provided by them for publication purposes.

Ethnographic research permit requests are subject to a 30- day review period, during which time the research proposal will be evaluated in terms of its contribution or benefit to the Ute Mountain Ute Tribe.