

Guidelines For Completing

NRCS NEW MEXICO Section 106 Process

Replaces Technical Notes 5 and 7
Including conducting a records search and
Completing the NIAF-106 Form

106 NIAF Form (master copy).docx - Microsoft Word

Home Insert Page Layout References Mailings Review View Developer Add-Ins Acrobat Design Layout

NMCRIS No. 0

NMCRIS INVESTIGATION ABSTRACT FORM (NIAF)

1. NMCRIS Activity No.: [REDACTED]	2a. Lead Agency US Natural Resource Conservation Service New Mexico State office	2b. Other Agency(ies) N/A	3. Lead Agency Report No.: N/A
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4. Title of Report: [REDACTED]	5. Type of Report <input type="checkbox"/> Negative <input type="checkbox"/> Positive
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6. Investigation Type

Research Design Archaeological Survey/Inventory Architectural Survey/Inventory Test Excavation Excavation
 Collections/Non-Field Study Compliance Decision Based on Previous Inventory Overview/Lit Review Monitoring
 Ethnographic Study Site/Property Specific Visit Historic Structures Report Other

7. Description of Undertaking (what does the project entail?):

choose from list
Description: [REDACTED]

Extent: length [REDACTED] ft. x width [REDACTED] ft. x depth [REDACTED] ft.

8. Dates of Investigation: from: [REDACTED] to: [REDACTED]	9. Report Date: [REDACTED]
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10. Performing Agency/Consultant: US Natural Resource Conservation Service New Mexico State Office

Principal Investigator: [REDACTED]

Field Supervisor: [REDACTED]

Page: 1 of 5 Words: 1,827 100%

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Introduction

Filling out the NRCS New Mexico NIAF-106 FORM. This form is required by Section 106 of the National Historic Preservation Act which states that all federal agencies **must** do two things. See below for a summary of the law.

1. **“Take into account” the effects of their actions on historic properties; and**
2. **“Afford the Advisory Council (SHPO)... a reasonable opportunity to comment” on their actions.**

[United State Code](#)

[TITLE 16 - CONSERVATION](#)

[CHAPTER 1A - HISTORIC SITES, BUILDINGS, OBJECTS, AND ANTIQUITIES](#)

[SUBCHAPTER II - NATIONAL HISTORIC PRESERVATION](#)

[Part A - Programs](#)

U.S. Code as of: 01/26/1998

Sec. 470f. Effect of Federal undertakings upon property listed in National Register; comment by Advisory Council on Historic Preservation

The head of any Federal agency having direct or indirect jurisdiction over a proposed Federal or federally assisted undertaking in any State and the head of any Federal department or independent agency having authority to license any undertaking shall, prior to the approval of the expenditure of any Federal funds on the undertaking or prior to the issuance of any license, as the case may be, take into account the effect of the undertaking on any district, site, building, structure, or object that is included in or eligible for inclusion in the National Register. The head of any such Federal agency shall afford the Advisory Council on Historic Preservation established under part B of this subchapter a reasonable opportunity to comment with regard to such undertaking.

Source

(Pub. L. 89-665, title I, Sec. 106, Oct. 15, 1966, 80 Stat. 917; Pub. L. 94-422, title II, Sec. 201(3), Sept. 28, 1976, 90 Stat. 1320.)

The purpose of this guidebook is to give the reader step by step instructions in completing the section 106 process as set forth by NRCS New Mexico.

You can find the **NIAF-106 FORM** on the NRCS Web in Field Office Technical Guide Section II. **Do not use the form as is on the Web, download the form into a Word (.doc).**

What additional information will be needed to accompany this form when complete.

1. A project map, this is a computer generated map through ARC-MAP at 1: 24,000. This map will include; Quadrangle Name, Legal Description, Surveyed Area, Projects Name, Previously Recorded Sites, new recorded sites and Isolated Occurrences.
2. Buffered shape files that will be e-mailed to the Cultural Resource Specialist along with a project map and the NIAF-106 Form.

The first step in the Section 106 process is to determine whether you have an undertaking subject to consultation. The following WEB page (<http://www.nm.nrcs.usda.gov/technical/technical-notes/cultural/cult11a1.pdf>) will take you to Technical Note #11. Refer to Appendix A Undertakings Subject to Consultation.

If you have an undertaking NOT subject to consultation, document this in the technical notes of the clients file or on the first page of the NIAF-106 Form. If you do have an undertaking subject to consultation proceed with this guidebook.

After determining you have an undertaking you will need to determine the Area of Potential Effect.

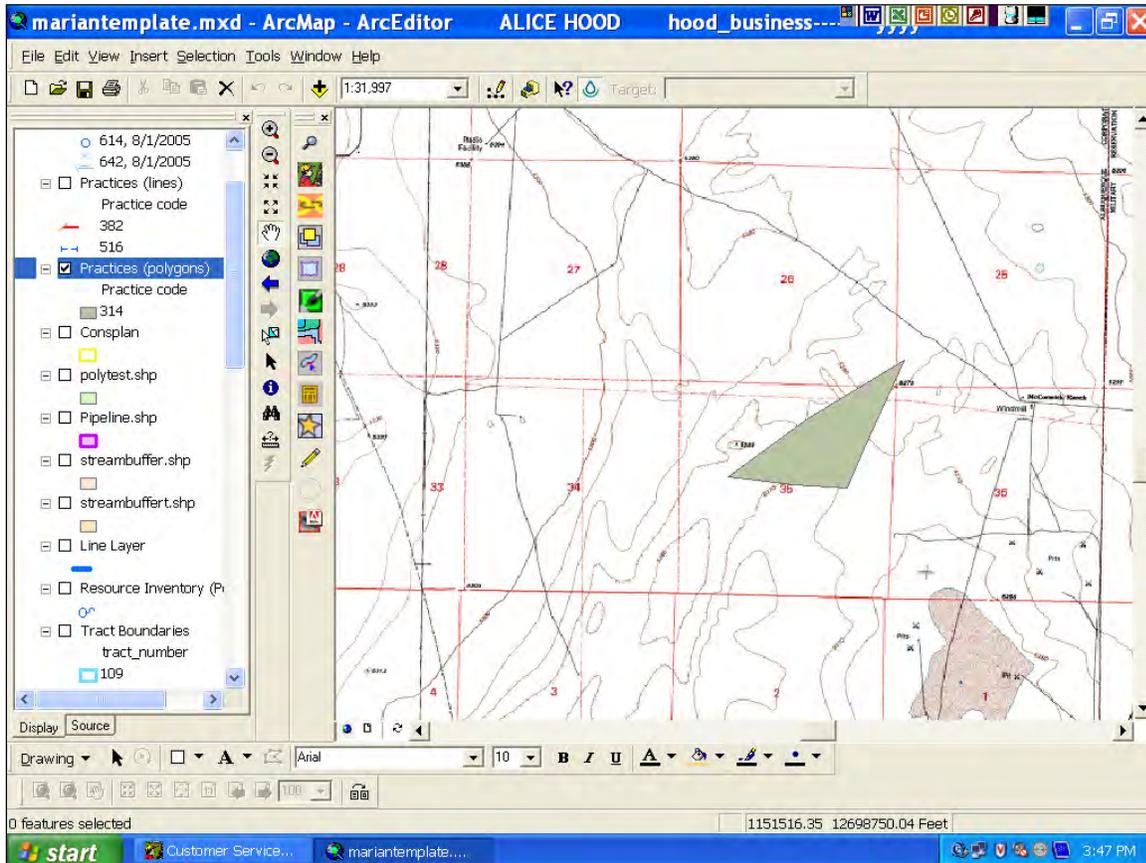
Identify the area where the producer will be installing the practice; this is called the Area of Potential Effect or APE for short. This Area of Potential Effect shall include the area where the NRCS is investing money to assist in a practices' establishment. It will also (if necessary) include the area that will be disturbed in order to get equipment to the project site. An example would be bulldozing a road to get a drilling rig in to a potential livestock well location. In this case both the well location and the road would need to be surveyed. The livestock well is being partially funded with federal monies, so in order to install that well the road is required to get equipment into the site. So they are tied together. Once the project area (APE) is defined, the second step is to request an ARMS cultural resource records search.

To complete the **records search** process you will need to use Arc-Map to identify the project area and create a shapefile, refer to page 5 below.

This will require you to send in an E-mail directly to ARMS (Archaeological Records Management Services) with the completed **ARMS Record Search Request Form** and Arc-Map shapefiles. In turn you will receive a shapefile back from ARMS that identifies any previously recorded sites and/or surveys located within your project's area. This does not mean everything has been recorded in this area, that's up to your on-the-ground survey of the area. These record searches will also provide you with the previous sites and general information. This general information will include: location, NMCRIS identification number, type of sites, who conducted the survey, and the date of surveys. For more in-depth information or if there are any questions the State Cultural Resource Specialist will need to be notified.

Creating Shapefile Maps:

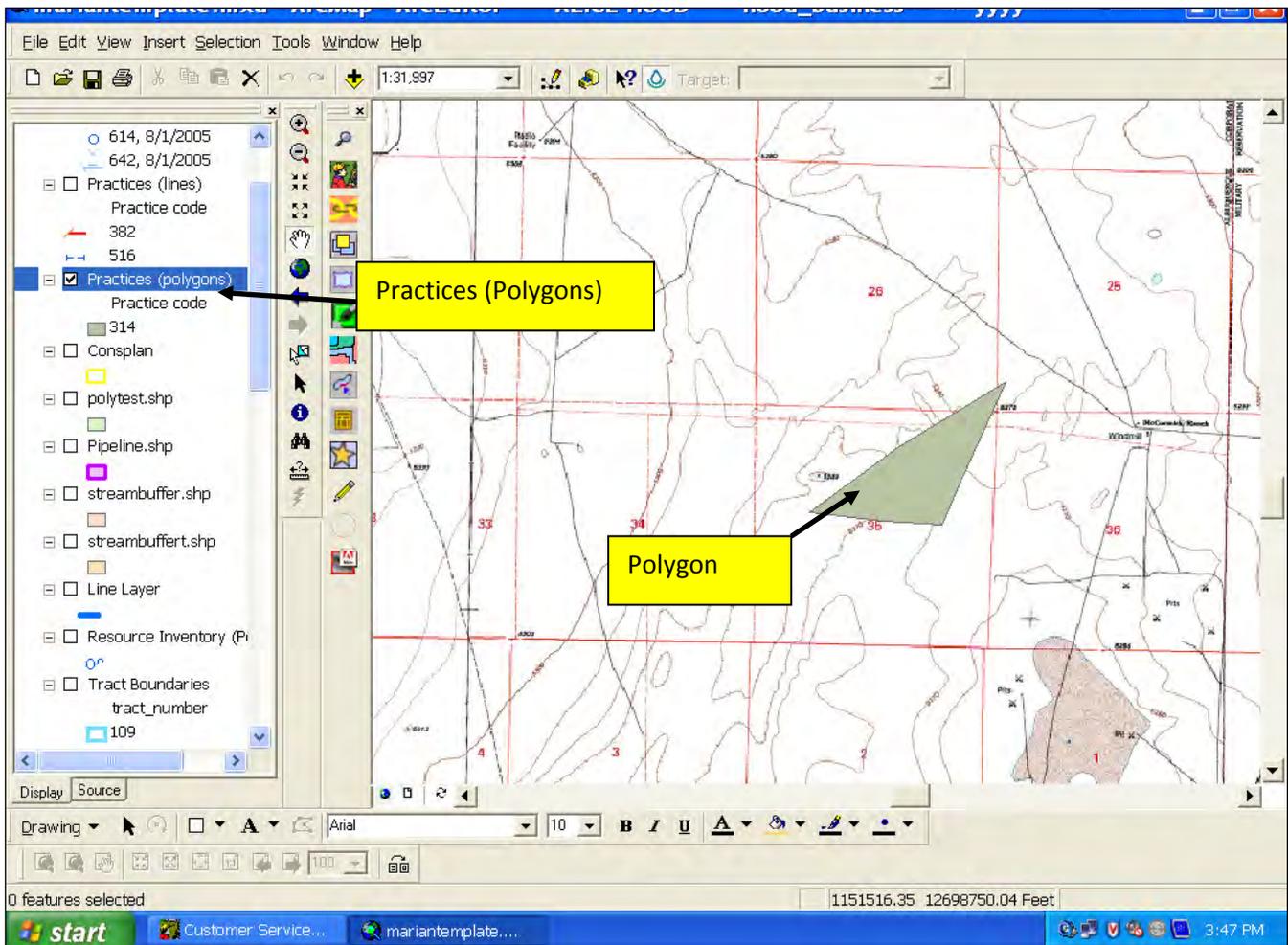
Go into Customer Service Toolkit and check out the file for the producer you wish to work in. Once you have your producer checked out click on the Customer Files tab and select the ArcGIS_Projects folder. To the right you should see your _Template.mxd choices, (Producer Name_Template.mxd). Select the template that includes the consplan. You will now see ArcMap flash on your screen followed by a view similar to the one found below. Below you will find two **options**, 1 – polygons and 2 – lines and points.



At this point you will need to uncheck the **consplan** layer and the **Ortho** layer, they will not be used and only cause confusion and clutter to your map.

You will need the **Topographic** layer so check it on. You will also need to check the **Practices** layer (lines, points or polygons) you want to send.

For this example we want to create a map for a proposed Brush Management project. So we are going to check the layer for Practices (Polygons), you now will see that polygon (colored gray) appear on the below map.



In order to create shapefiles within Arc-Map you will need to use the Buffer Tool . By using the buffer tool you will create a shapefile that is filed under **C:** or **F:** [Customer Service Toolkit / Producers Name / Resource Maps](#). depending if it is checked out or not.

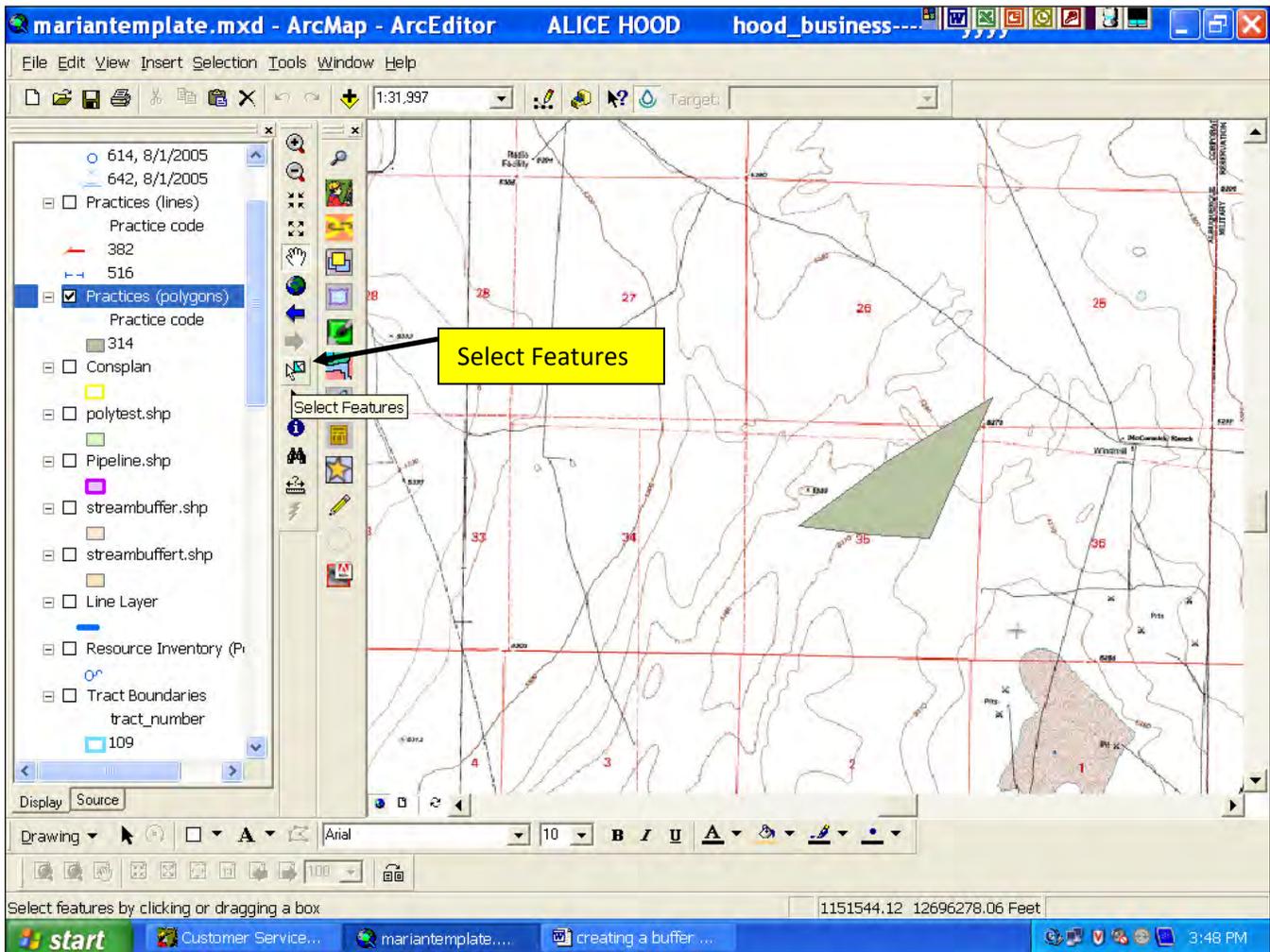
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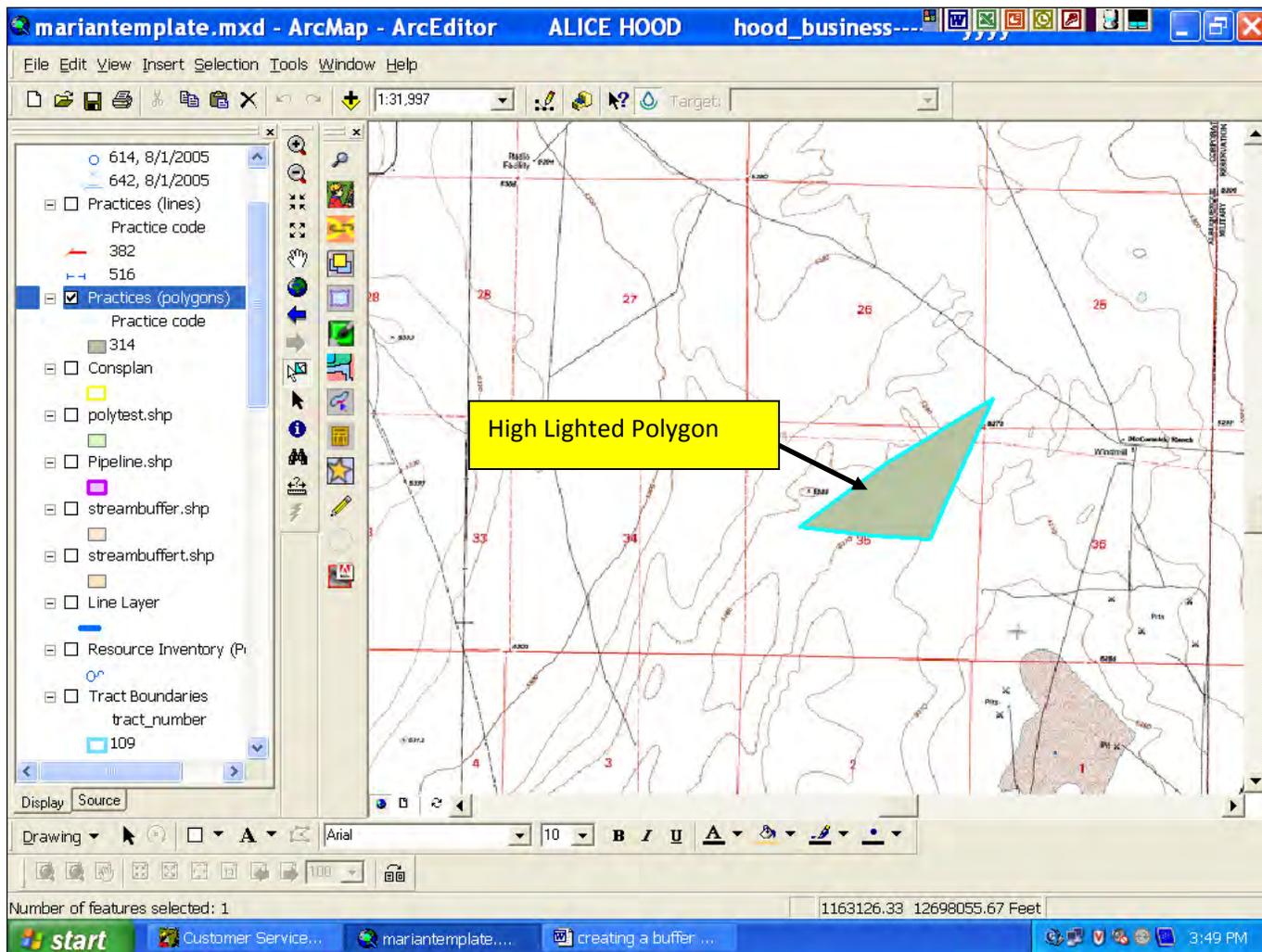
Creating a buffer around a conservation practice:

There are two options when creating a buffer.

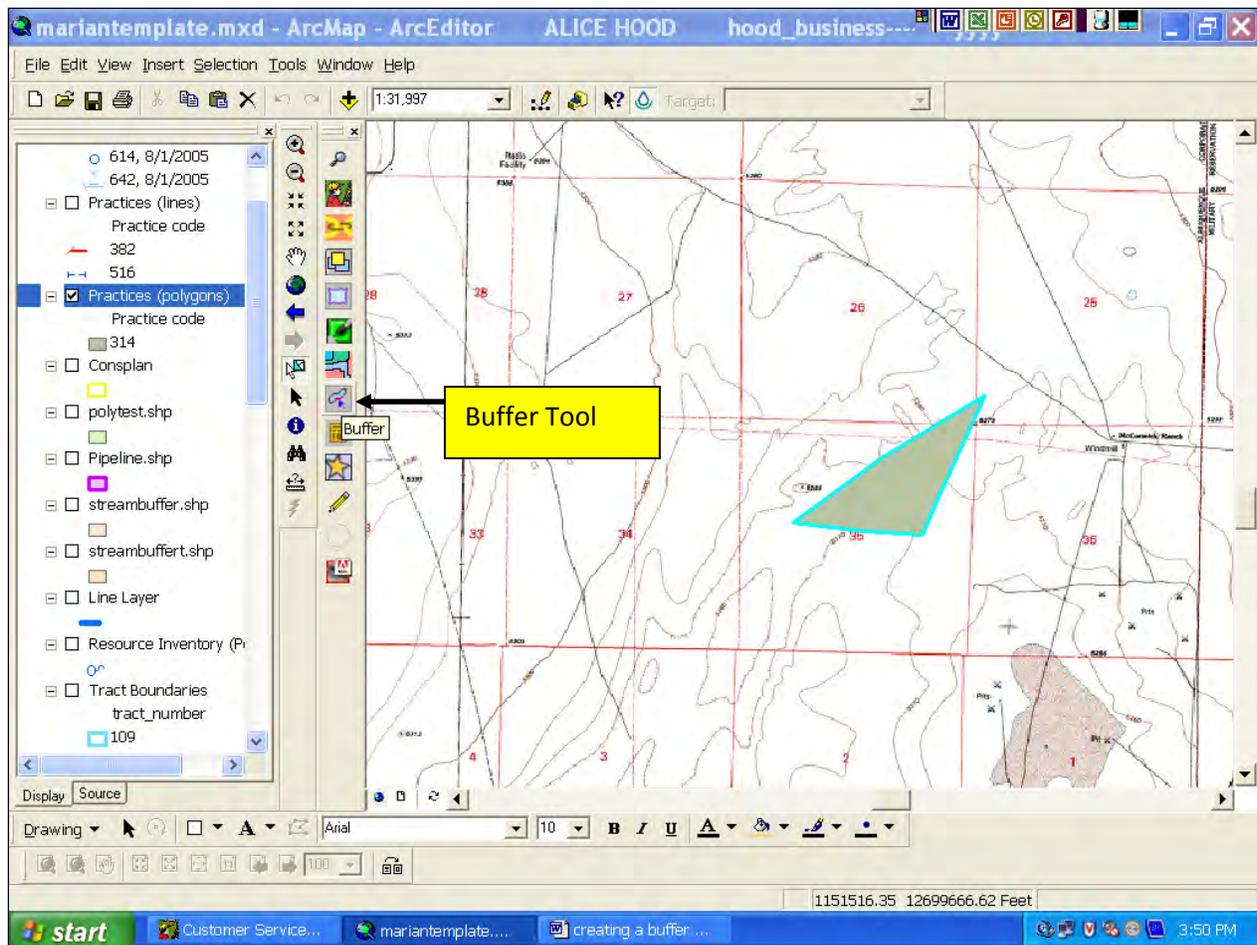
Option #1: This option works best when you are buffering one conservation practice such as the polygon example below. You need to turn off all layer except the Topographic layer and the layer you want to buffer, for this example we are using the Practice (Polygons) layer.

Next you will click on the **Select Features** button and then go click on the brush management polygon. This will high light the polygon in light blue, refer to image on page 4.

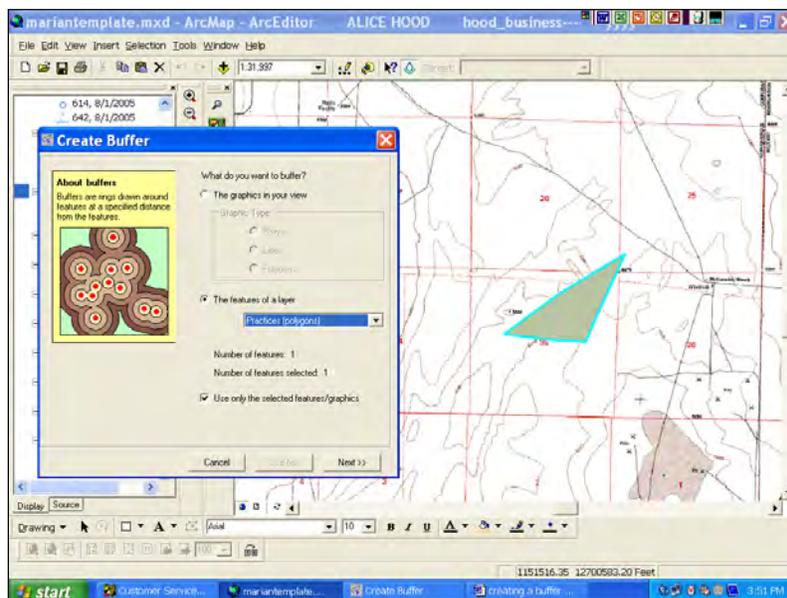


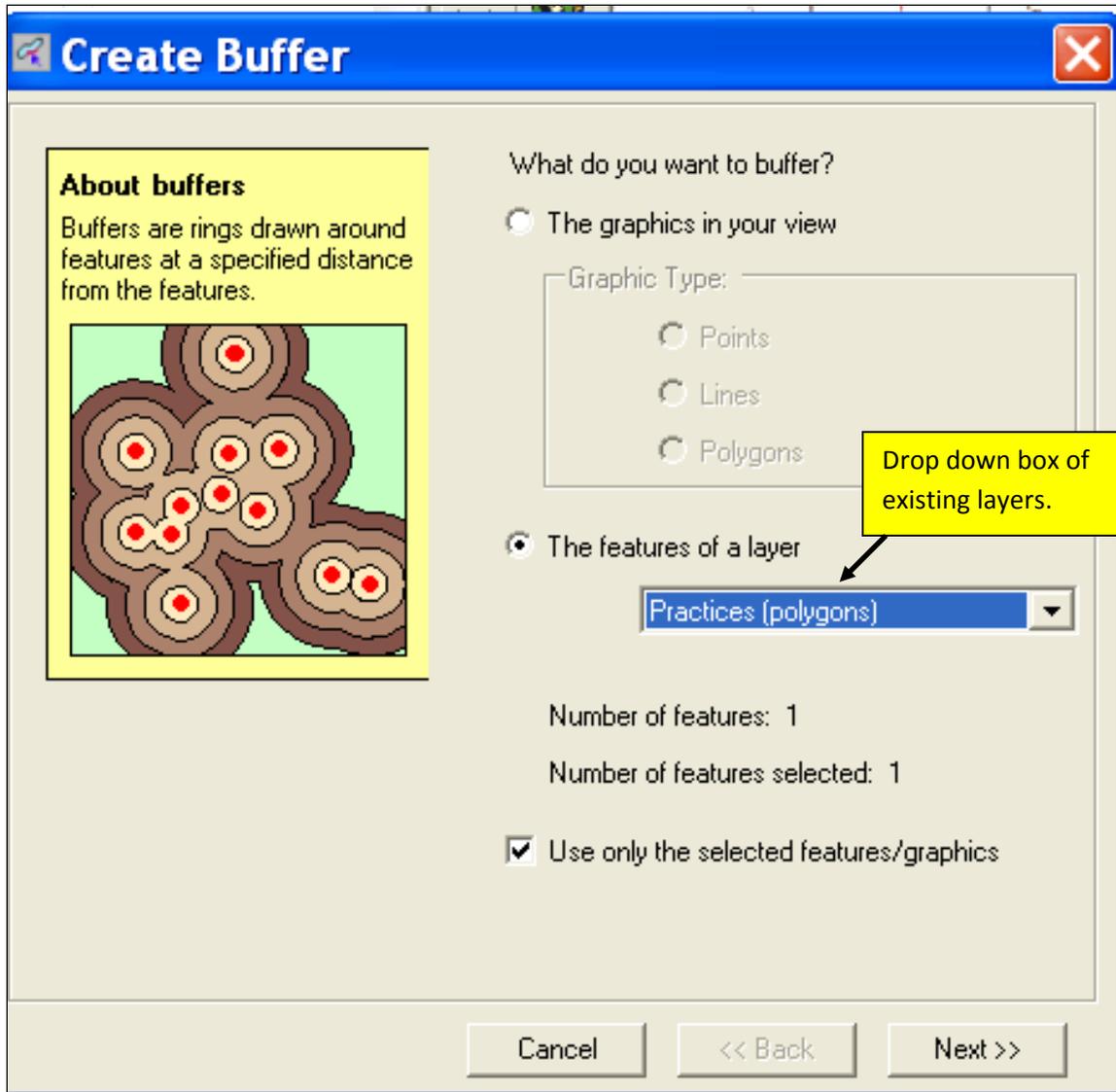


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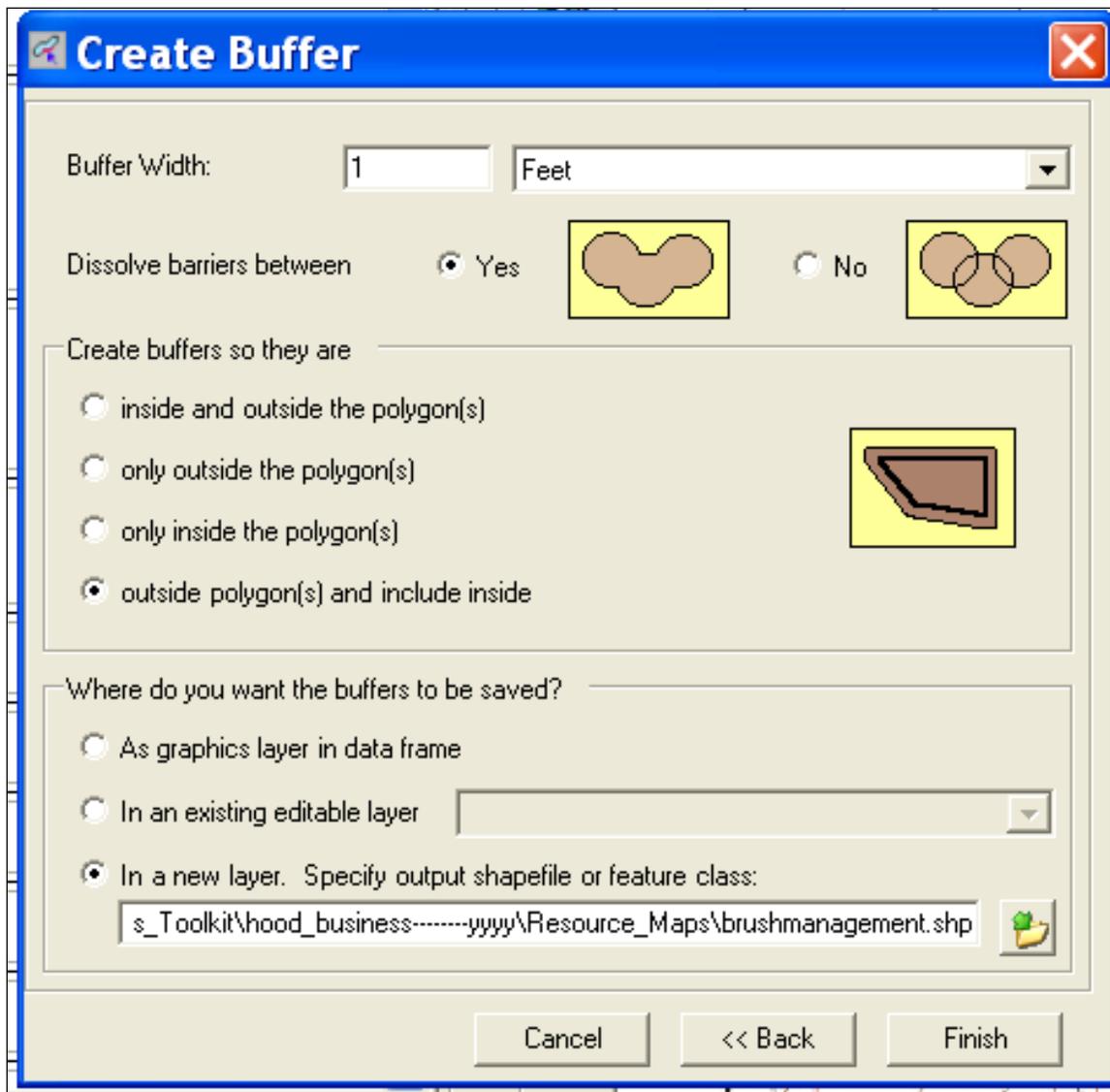


Select the **Buffer** tool button. You will see the Create Buffer Window.





At the Create Buffer window you will select “The features of a layer” and use the drop down menu to select the layer you are working in. For this example we selected “Practices (polygons)”. Below this drop down box you will see **Number of Features: 1**. This lets you know that within that “Practices (polygons)” layer there is one choice, 314 – Brush Management. You will also see **Number of Features selected: 1**, this is the number of features within that “Practices (polygons)” layer that you selected / high lighted. Look at this area to make sure you are going to get what you want. Now click the **Next>>** button.



In this next window you are going to create the buffer.

Buffer Width: These boxes you will tell it how wide you want the buffer to be and in what measurement units. The measurement units will always be in feet, however for the number with in those units there is two examples.

1. For polygons such as Brush Management you will want to put in the number “1”, making for a one foot buffer around the polygon.
2. For lines and points like Fences, Pipelines, Wells and Tanks you will put the width in feet that you walked on each side of the line during your survey. Example: You walked a pipeline for cultural resources and your corridor was 50 feet in width. In this box you would put the number “25” , 25 feet on both sides of the line.

Dissolve barriers between: Generally YES is marked.

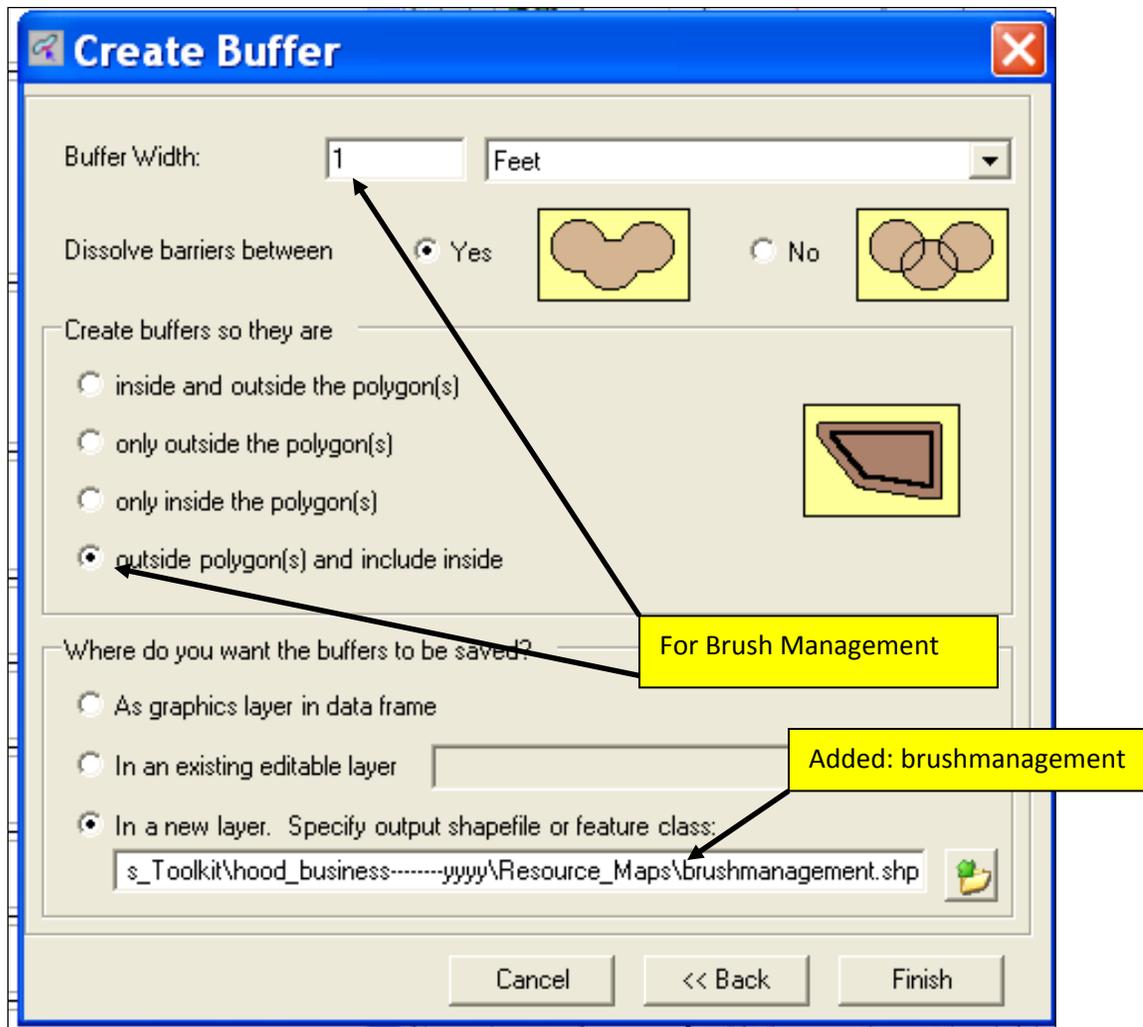
Create buffers so they are: Here you have four choices, listed below.

Inside and outside the polygon(s): Buffer will be projected on both sides of the line.

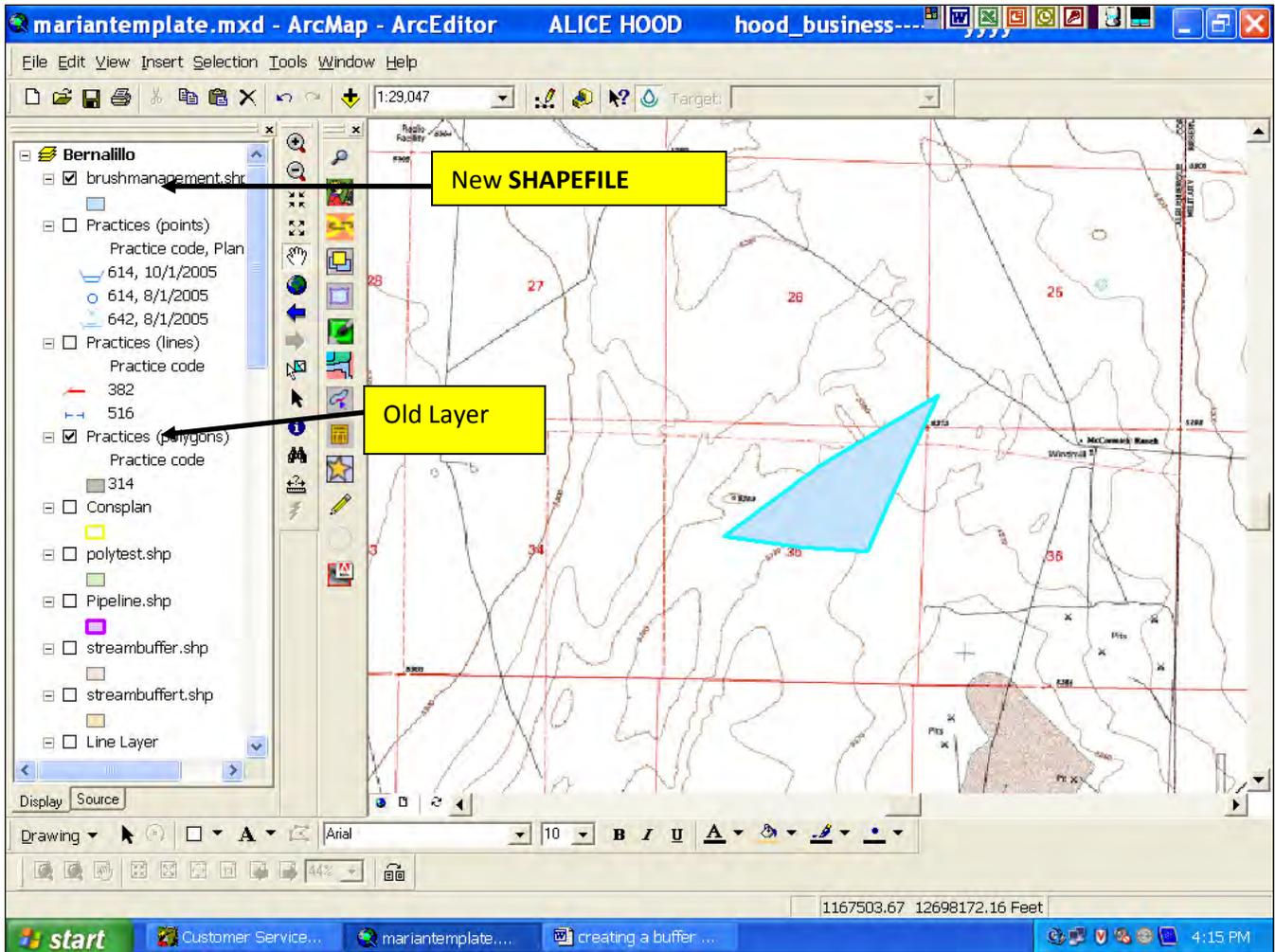
Only outside the polygon(s): Buffer will be projected on the outside of the line.

Only inside the polygon(s): Buffer will be projected on the inside of the line.

Outside polygon(s) and include inside: Buffer will be projected on the outside and the entire inside will also be included. This is the one you will use when working with brush management areas, and that is why you only use 1 foot for the Buffer Width.



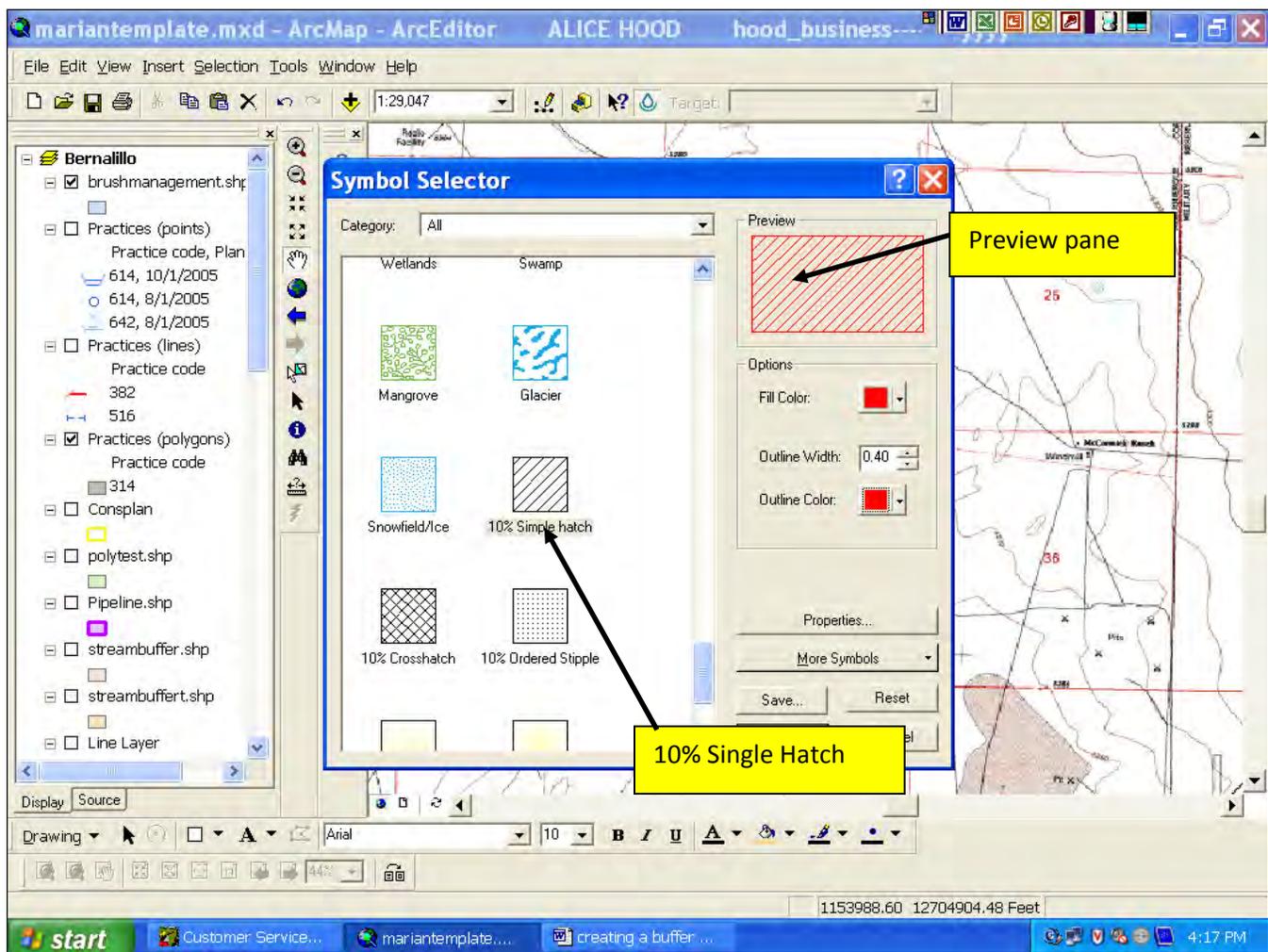
Where do you want the buffers to be saved? This will automatically save to **Customer Service Toolkit / Producers Name / Resource Maps**. However you may want to add a unique name, like the example above **brushmanagement** was typed over Buffer_output. When you have finished click the **Finish** button. Note if you have not checked the folder back in it will be in **C: Customer Service Toolkit / Producers Name / Resource Maps**. Until you check it in, then it will be under F:.



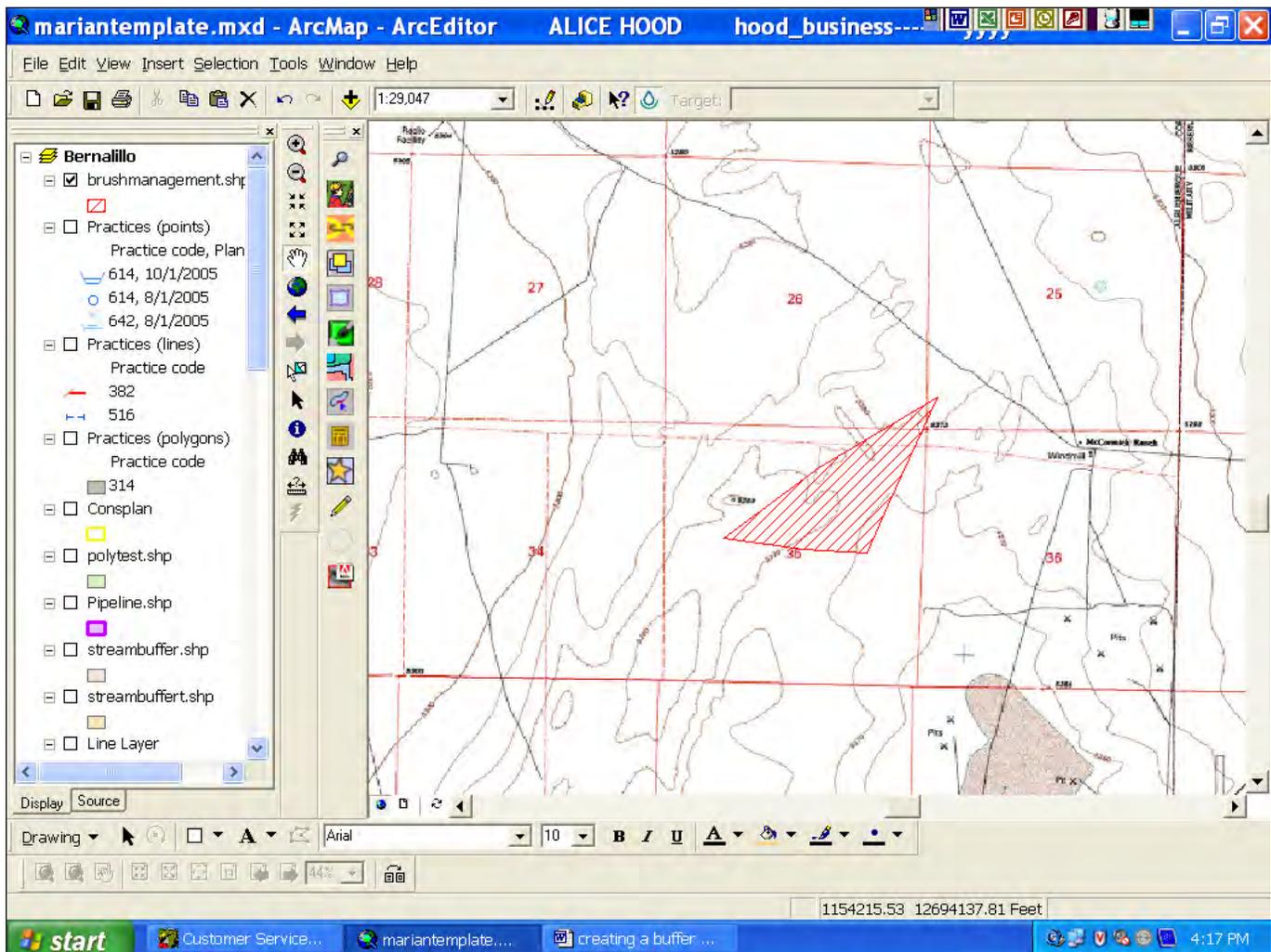
You now have a shapefile capable of being E-Mailed, but we're going to clean it up so it will look more professional.

Now you need to un-check the Practices (polygon) layer, so that you have only the Topographical layer and your new shapefile brushmanagement checked on.

You are going to left click on your shapefile icon. This will bring up the Symbol Selector window. In this example you will see in the upper right hand corner a Preview header with the color of the existing icon. Use the scroll down window and on the right side almost at the bottom you will see a **10% single hatch** click on it. It will turn your Preview pane to black hatched. Below the preview is the Options pane, choose a bright color and click **OK** button.

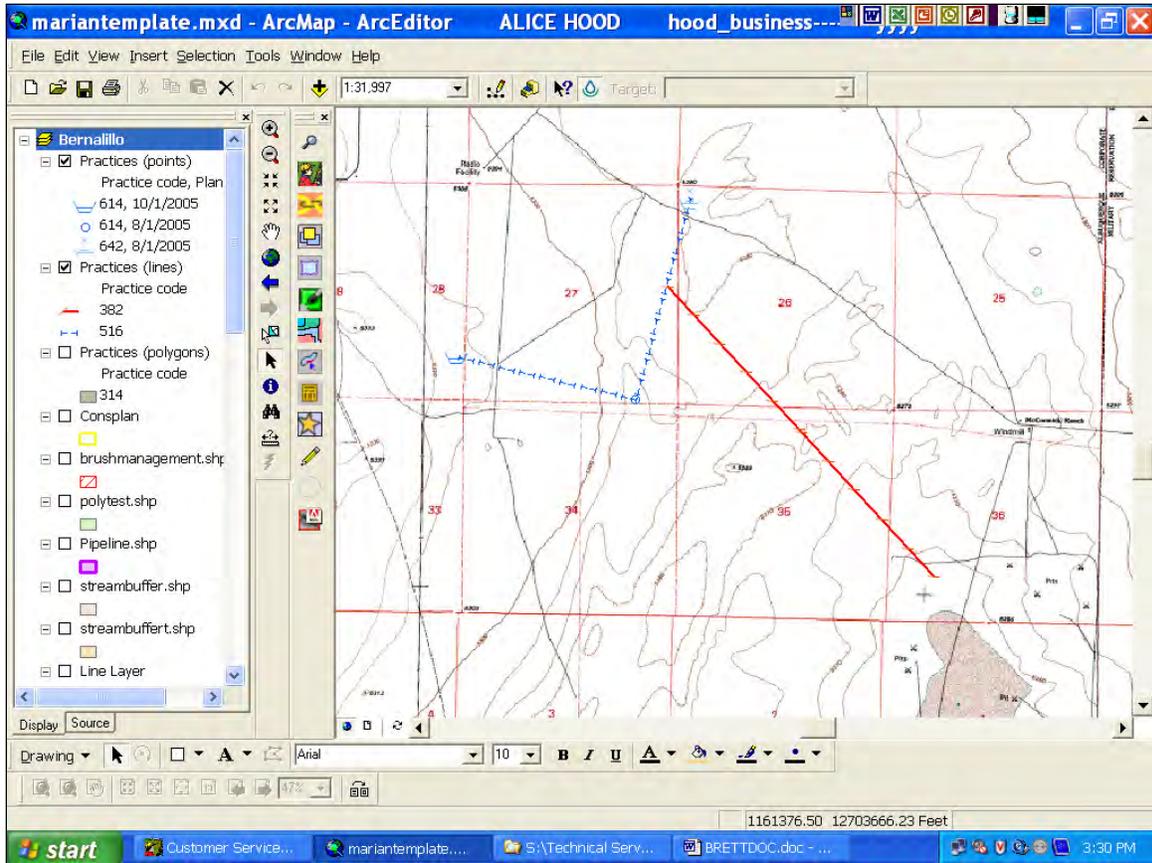


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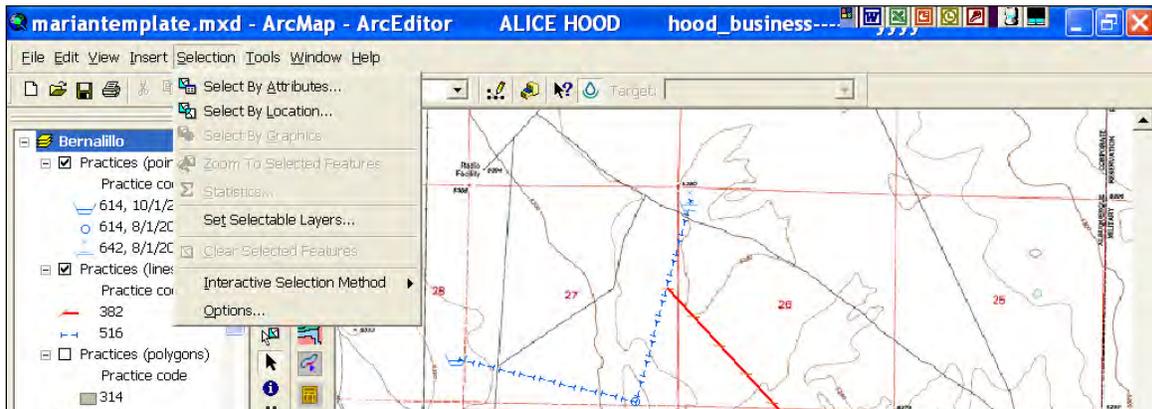


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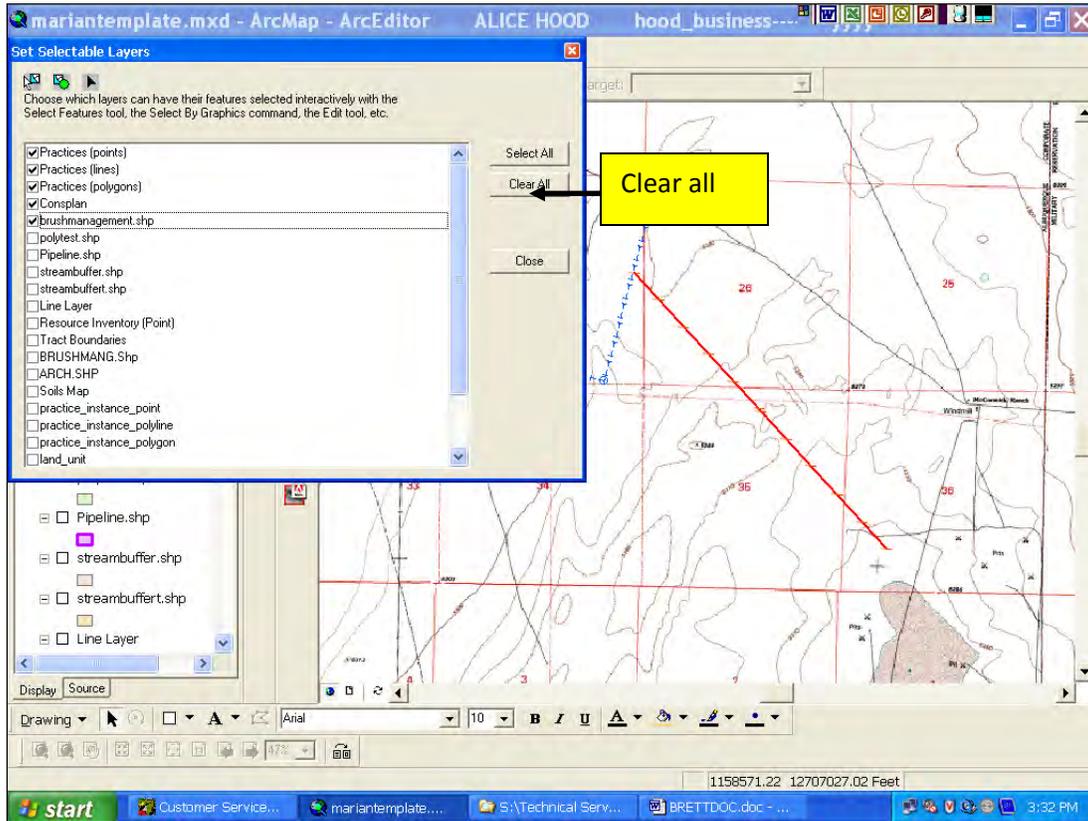
Option #2: This option works best when you are buffering two or more conservation practice such as the Practices (lines) and (points) example below. You need to turn off all layers except the Topographic layer and the layers you want to buffer, for this example we are using the Practice (lines) and (Points) layers.



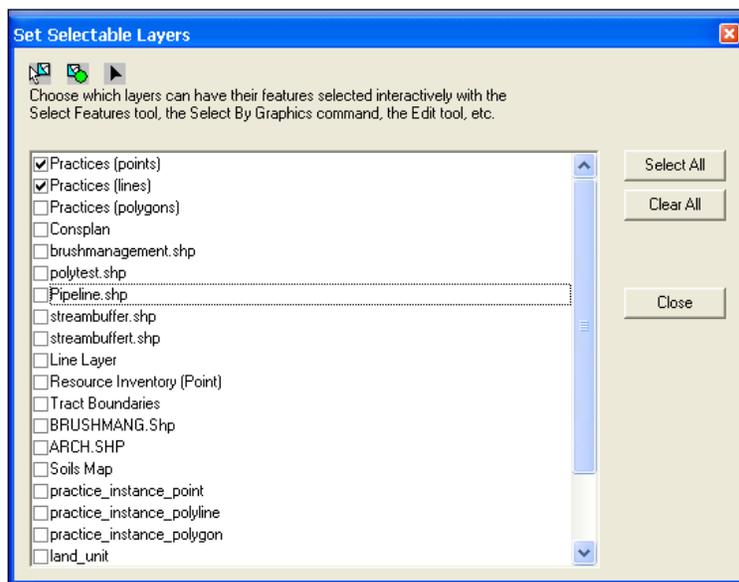
You want to go to the **Selection** button on the Menu Bar and select **Get Selectable Layers**.

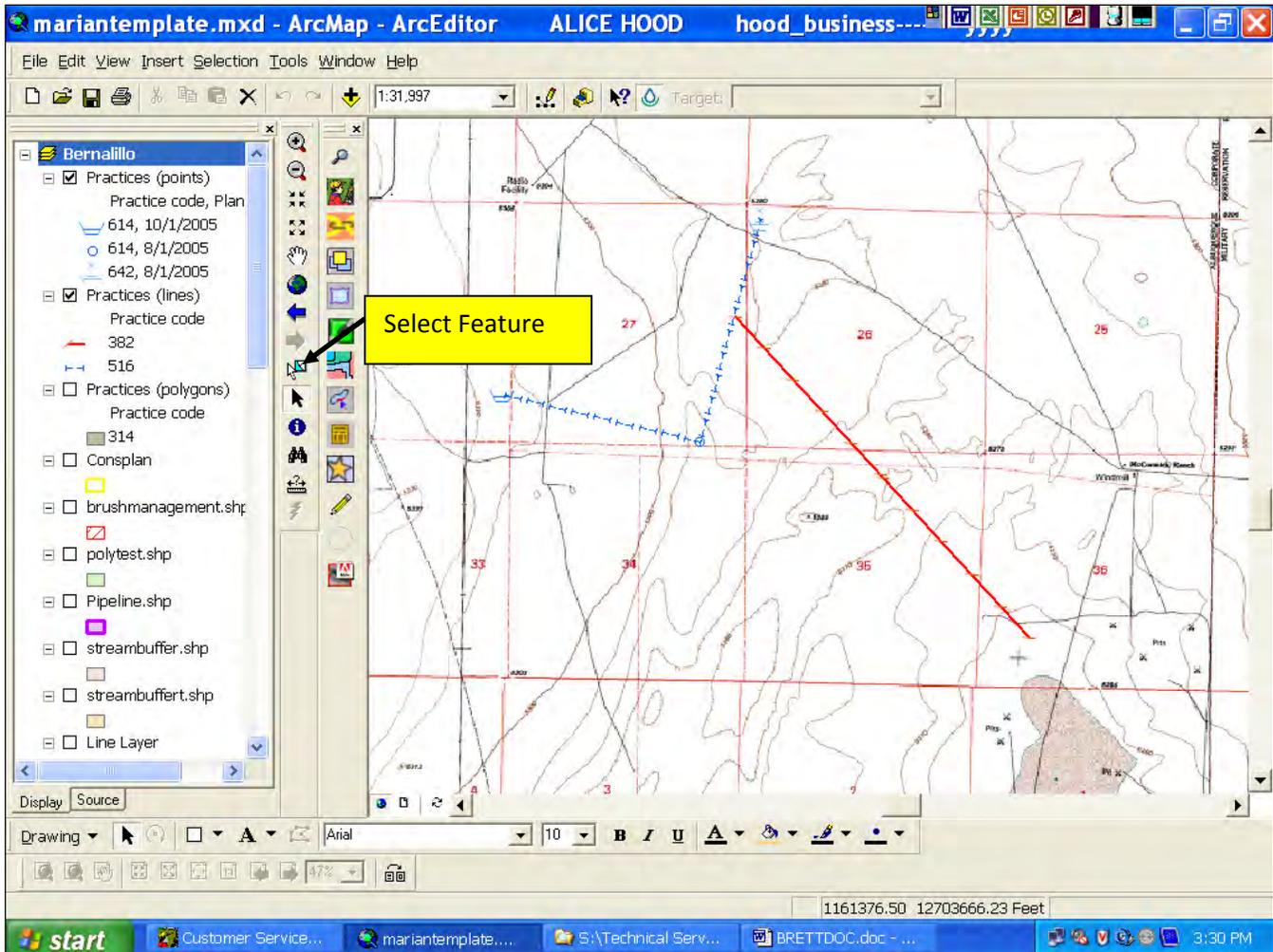


You will see the **Get Selectable Layers** window with several layers selected, click the **Clear all** button.



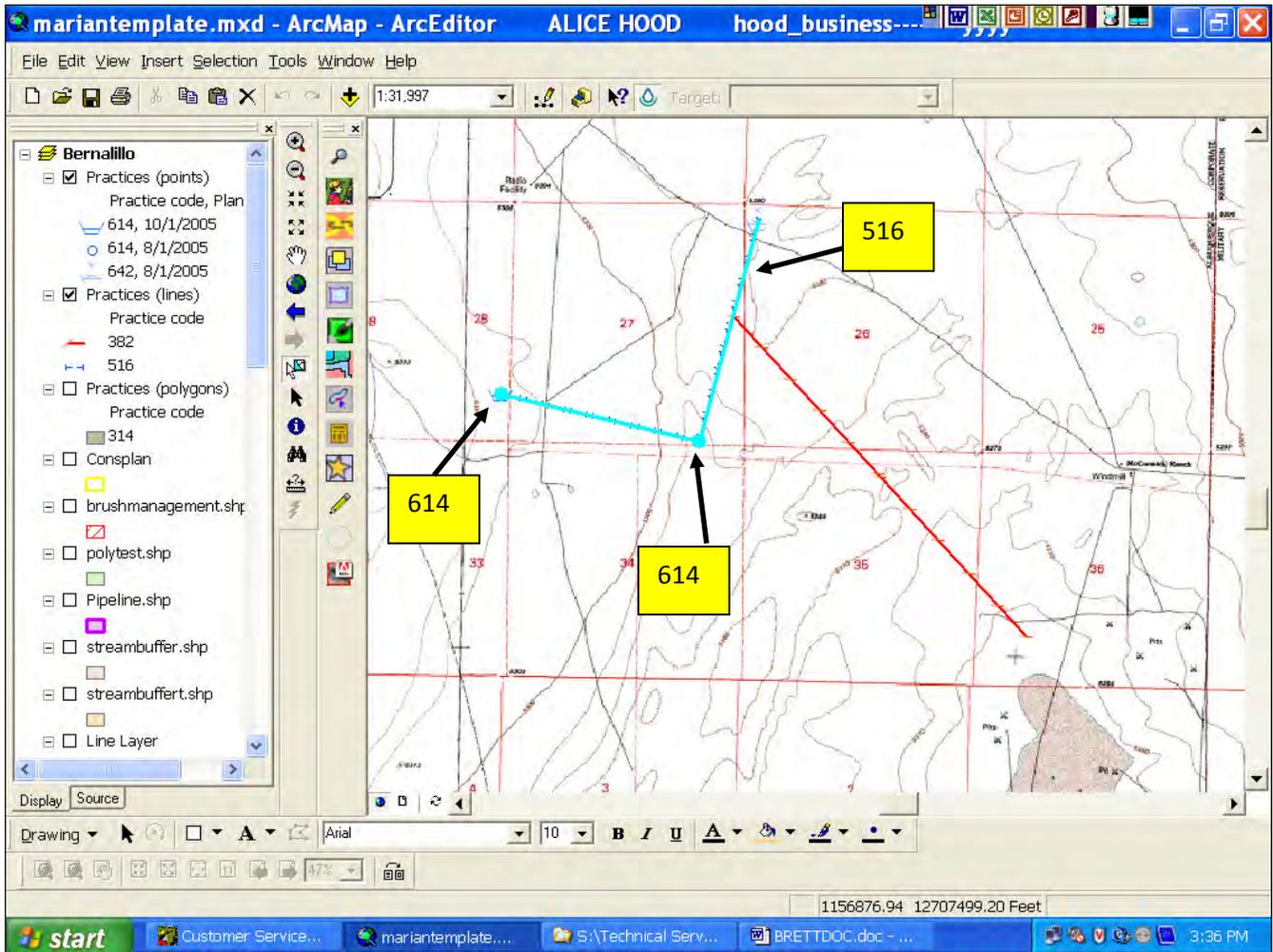
Now put a check in the boxes for Practices (points) and Practices (lines) and click on the **Close** button.



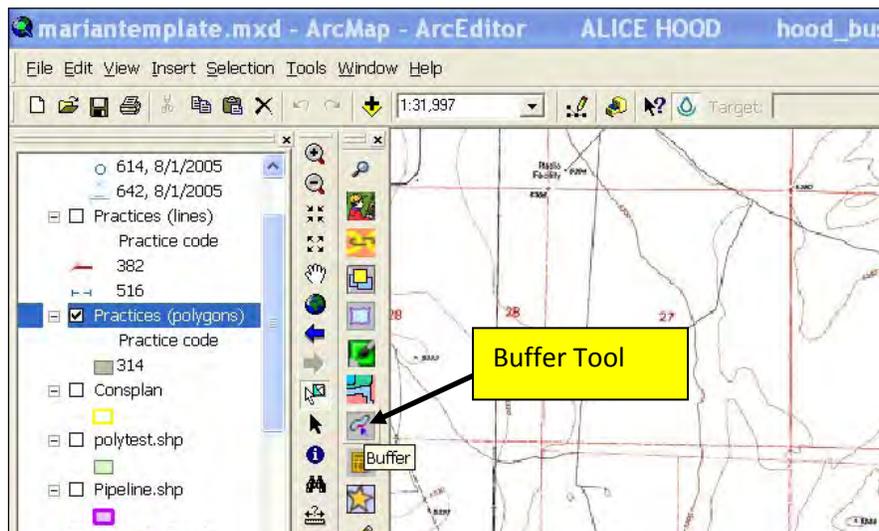


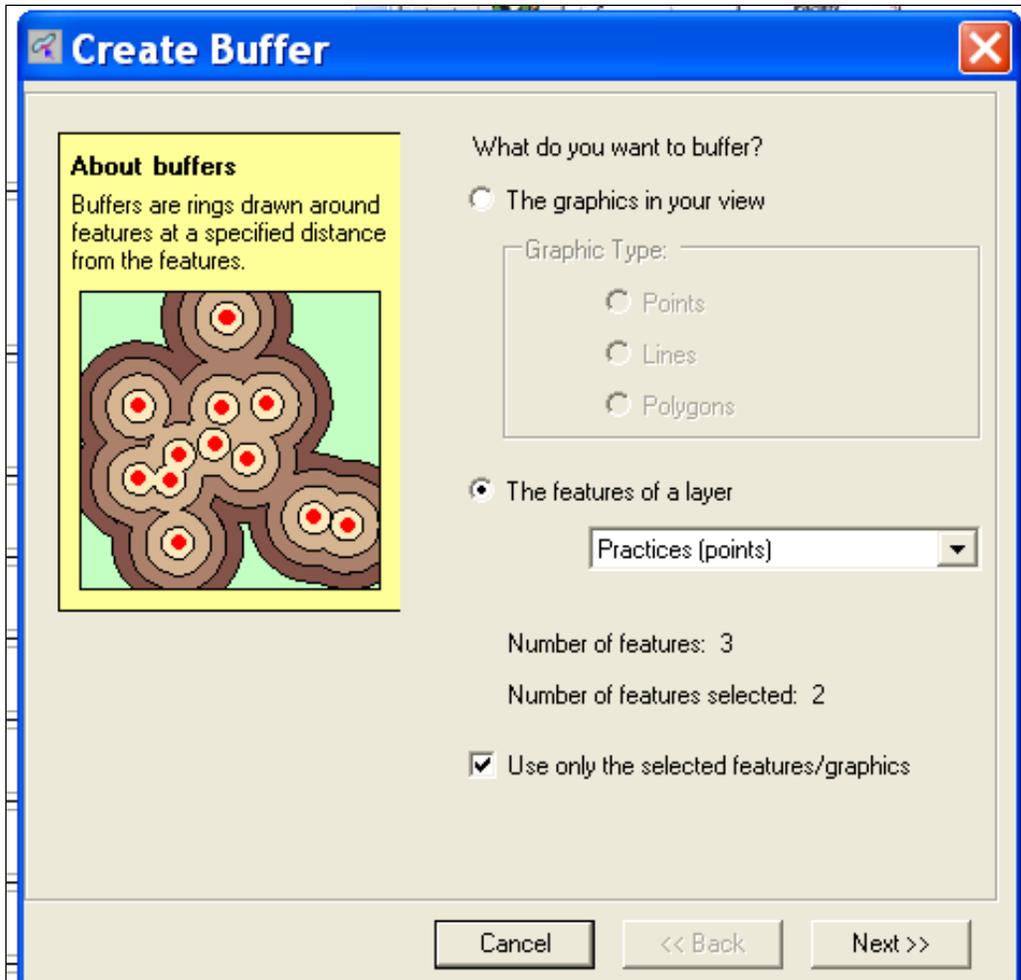
For this example we want to include in our map the practices (points) 614 – Trough, and there are two separate items and we want them both. We also want to include under Practices (lines) 516 – Pipeline. Next you will click on the **Select Features** button and then go to the map and click on the first practice you want to include. The first practice is 614, 10/1/2005, you will see it high lighted in blue. For the second item 614, 8/1/2005 you will hold down the **Shift** key and click on its location on the map, now you have two high lighted items on your map. For the third and final item 516 you will continue to hold down the **Shift** key and locate it on your map and click on it. Now you have all three items high lighted in blue, refer to page 15.

Note when making maps **do not** include polygon practices such as Brush Management on the same maps as pipelines, troughs, fences and wells. You will need to make two separate maps, that means two separate **Section 106 Forms** as well.



Select the **Buffer** tool button. You will see the Create Buffer Window appear.



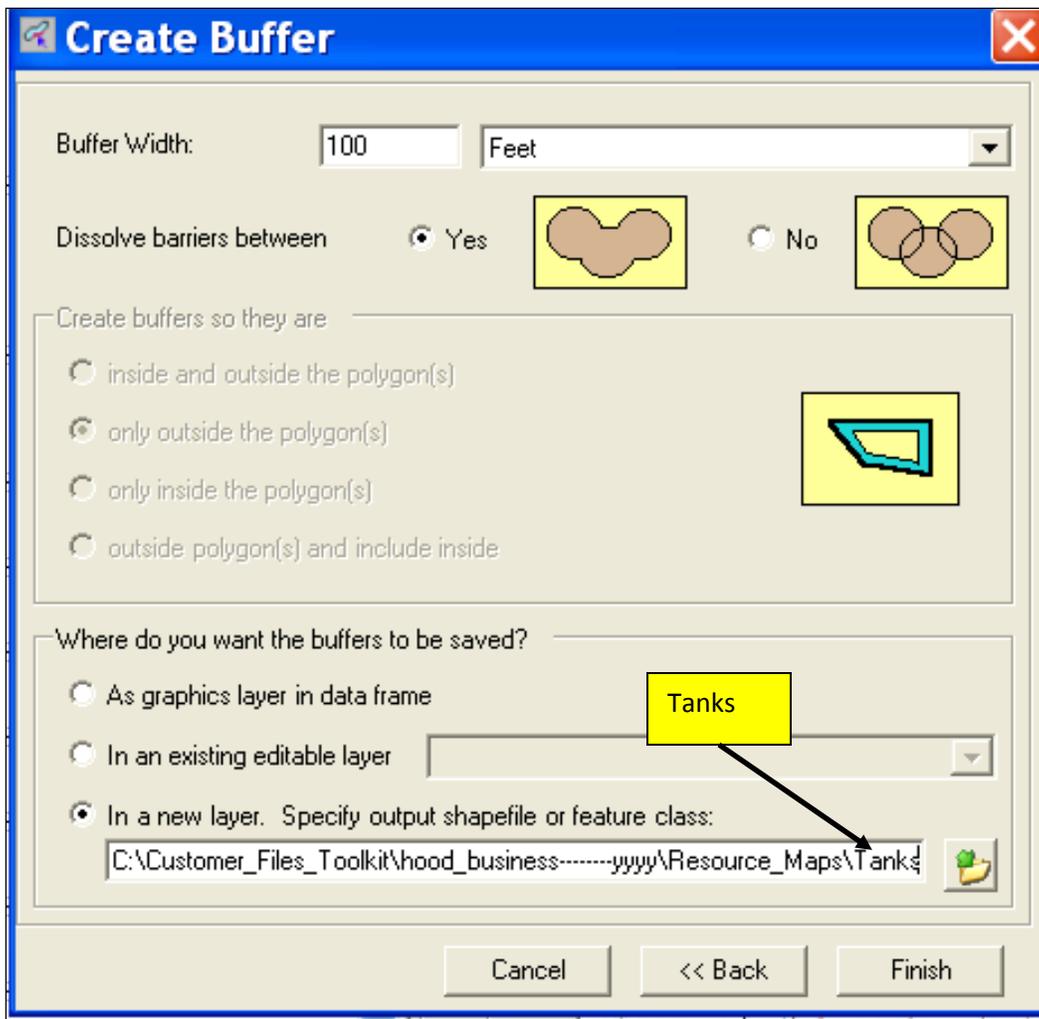


At the Create Buffer window you will select “The features of a layer” and use the drop down menu to select the layer you are working in. For this example we selected “Practices (points)”. Below this drop down box you will see **Number of Features: 3**. This lets you know that within that “Practices (points)” layer there is three choices; 614, 10/1/2005 – Trough, 614, 8/1/2005 – Trough and 642, 8/1/2005 - Well. You will also see **Number of Features selected: 2**, this is the number of features within that “Practices (points)” layer that you selected / high lighted. Look at these areas to make sure you are going to get what you want. Now click the **Next>>** button.

In this next window you are going to create the buffer.

Buffer Width: These boxes you will tell it how wide you want the buffer to be and in what measurement units. The measurement units will always be in feet, for the number put the number of feet you surveyed around the point. Example 100 feet was walked on all sides of the point.

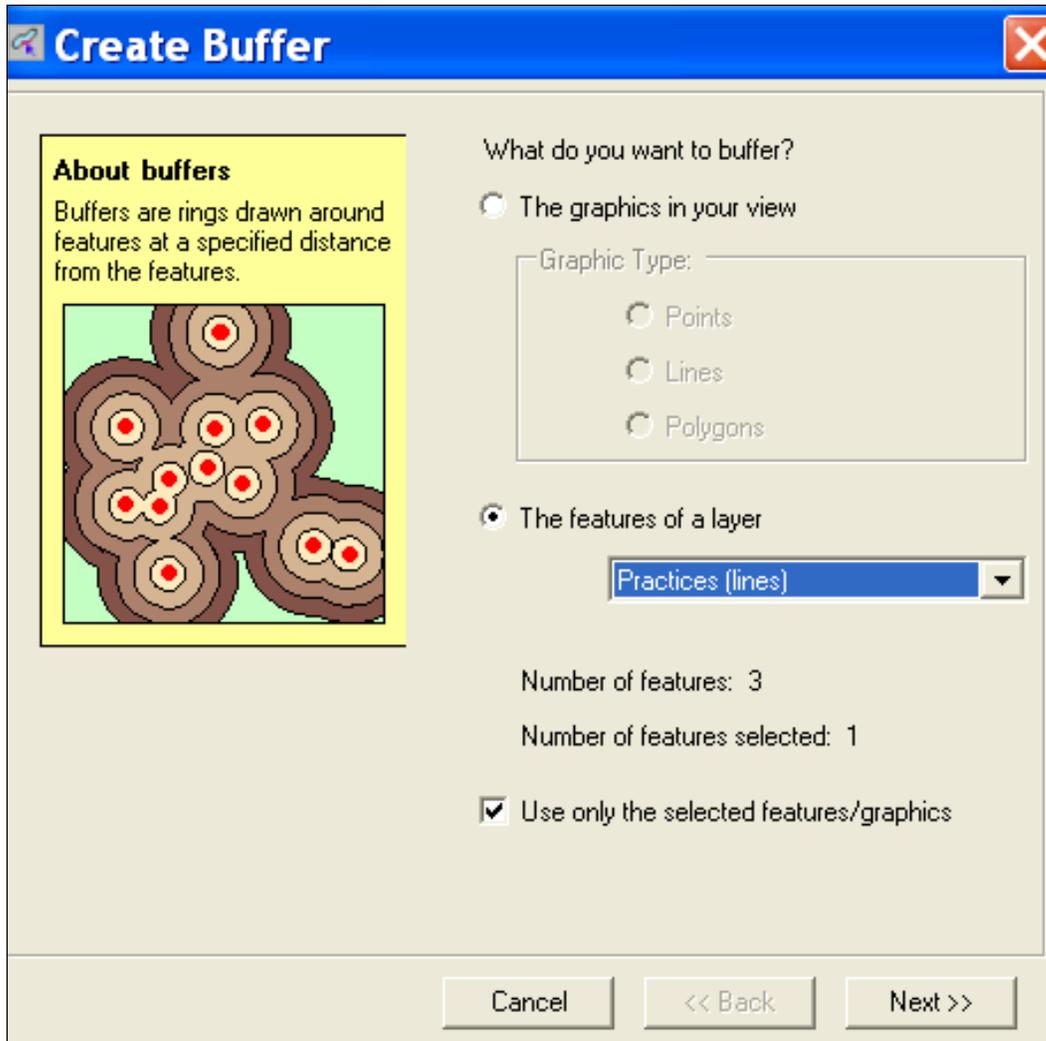
Dissolve barriers between: Generally YES is marked.



Where do you want the buffers to be saved? This will automatically save to [Customer Service Toolkit / Producers Name / Resource Maps](#). However you may want to add a unique name, like the example above **Tanks** was typed over Buffer_output. When you have finished click the **Finish** button. Note if you have not checked the folder back in it will be in [C: Customer Service Toolkit / Producers Name / Resource Maps](#). Until you check it in.

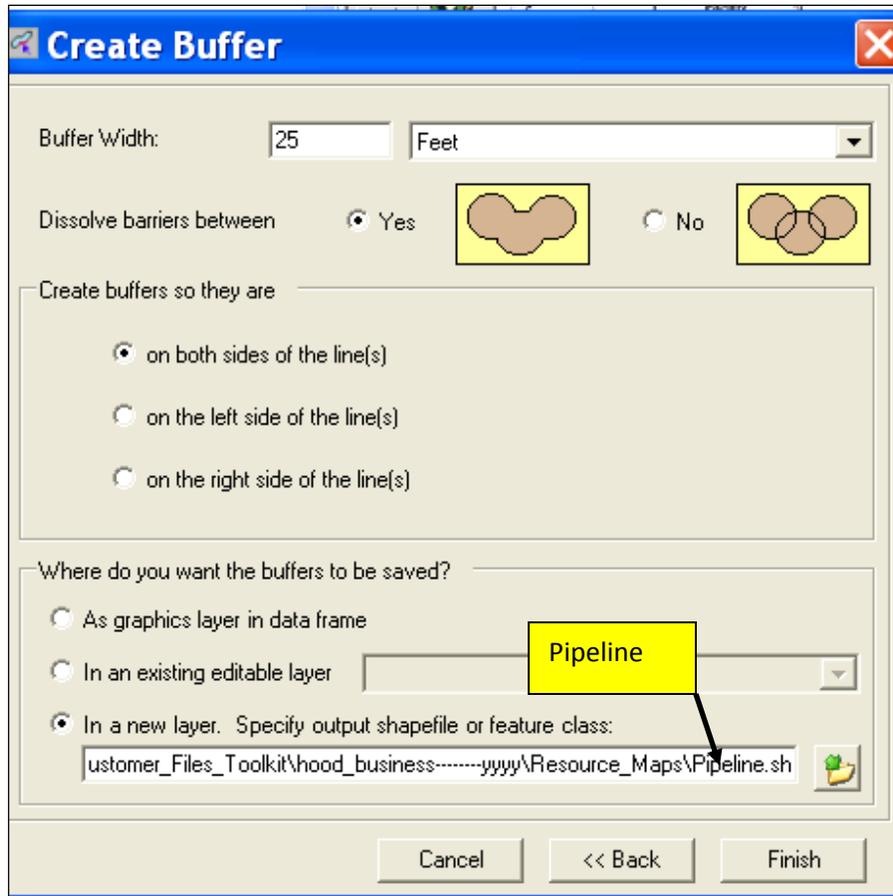
Now you want to select the **Buffer** tool button again to create a buffer for the pipeline. You will see the Create Buffer Window appear.

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At the Create Buffer window you will select “The features of a layer” and use the drop down menu to select the layer you are working in. For this example we selected “Practices (lines)”. Below this drop down box you will see **Number of Features: 3**. This lets you know that within that “Practices (lines)” layer there is three choices; 382 – Fence, (Note: the fence was added in two segments and is counted as two features on this example generally it would be just one segment and count as one feature), and 516 – Pipeline. You will also see **Number of Features selected: 1**, this is the number of features within that “Practices (lines)” layer that you selected / high lighted. Look at this area to make sure you are going to get what you want. Now click the **Next>>** button.

In this next window you are going to create the buffer.



Buffer Width: These boxes you will tell it how wide you want the buffer to be and in what measurement units. The measurement units will always be in feet, for the number put the number of feet you surveyed on each side of the proposed pipeline. Example 25 feet was walked on all sides of the pipeline, totaling a 50 foot wide surveyed corridor.

Dissolve barriers between: Generally YES is marked.

Create buffers so they are: Here you have three choices, listed below.

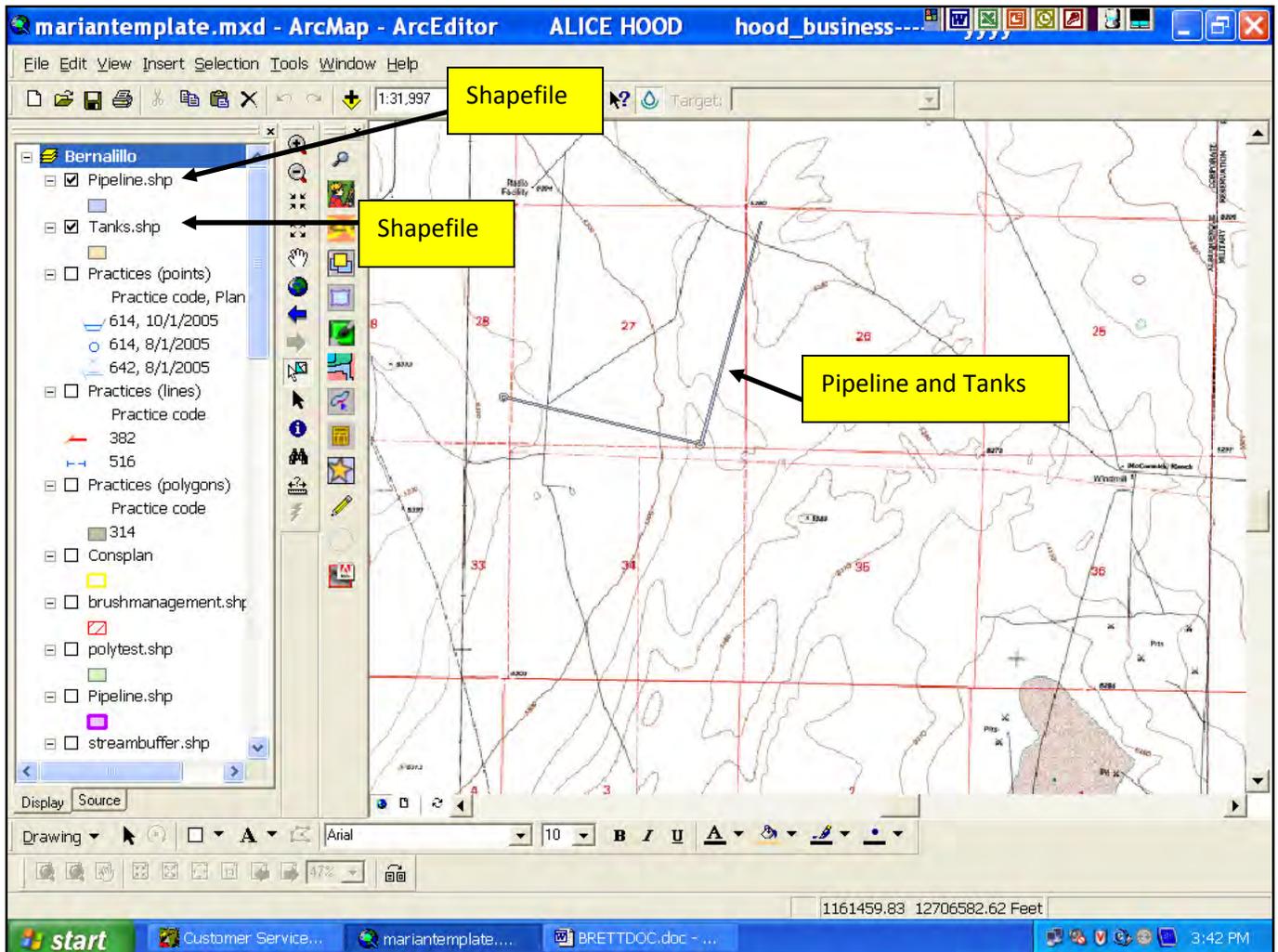
On both sides of the line(s): Buffer will be projected on both sides of the line. This is the one you will use when working with line practices like pipelines and fences.

On the left side of the line(s): Buffer will be projected on the left side of the line.

On the right side of the line(s): Buffer will be projected on the right side of the line.

Where do you want the buffers to be saved? This will automatically save to [Customer Service Toolkit / Producers Name / Resource Maps](#). However you may want to add a unique name, like the example above **Pipeline** was typed over Buffer_output. When you have finished click the **Finish** button. Note if you have not checked the folder back in it will be in [C: Customer Service Toolkit / Producers Name / Resource Maps](#). Until you check it in.

Now you have a view that looks like the one displayed below. In the layers bar on the left of your screen you will see the two new shapefiles, Pipeline.shp and Tanks.shp. In the view itself you will see your new shapefiles displayed and to scale in width.

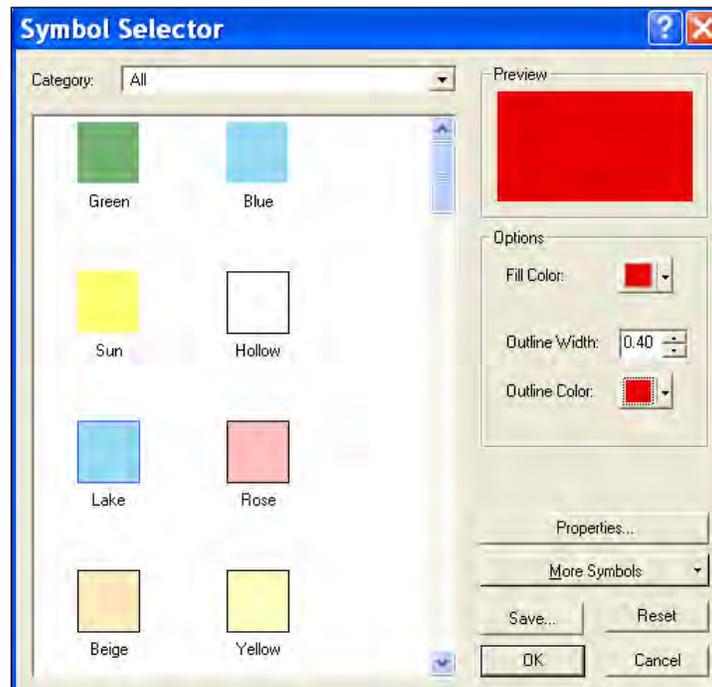
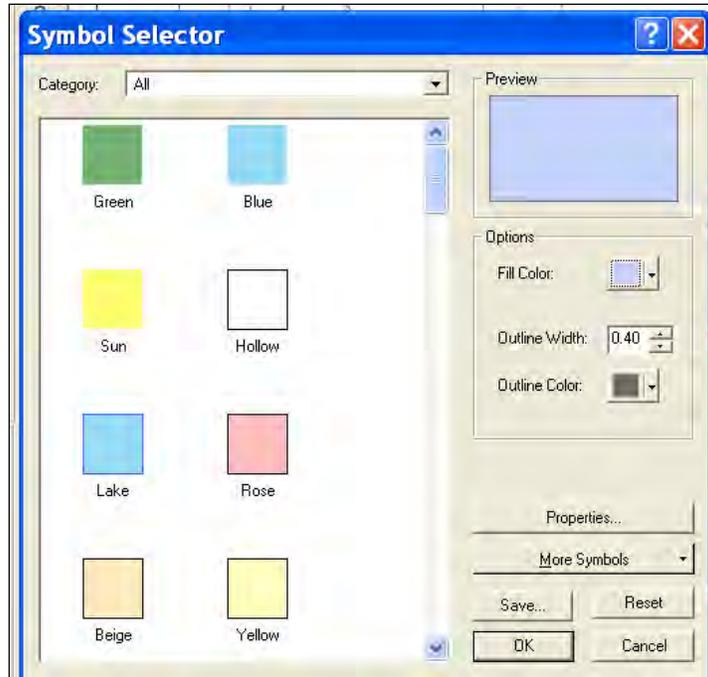


You now have a shapefiles capable of being E-Mailed, but you will need to include information for the ARMS personal to complete a records search.

Now you need to un-check the Practices (points) and (lines) layers, so that you have only the Topographical layer and your new shapefiles Pipeline and Tanks checked on.

NOTES

You are going to left click on your shapefile icons, one at a time. This will bring up the Symbol Selector window. In this example you will see in the upper right hand corner a Preview header with the color of the existing icon. Below the Preview Pane is the Options pane, choose a bright color and click **OK** button.



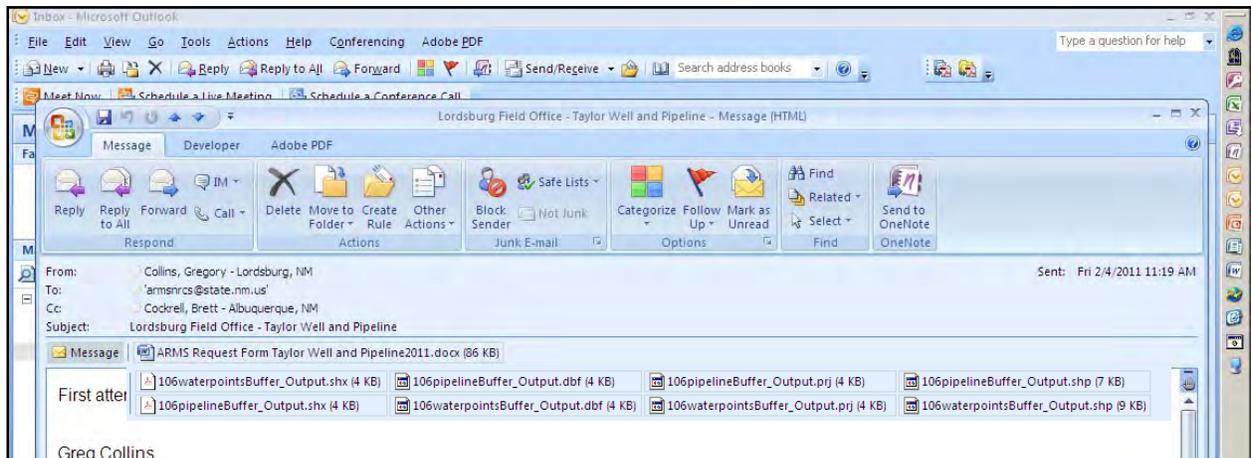
E-Mailing your Shapefiles to ARMS:

Make sure that you have saved your new shapefiles in Resource Maps within the customers' name you are working with in Toolkit. Now exit out of Customer Service Toolkit and go into Microsoft Outlook.

Open Microsoft Outlook and select **New**. In the (To) field type armsnrcs@state.nm.us; in the (Subject:) field type field office name and project name. To insert shapefiles **Insert, Files** and go to where you saved the shapefiles. Normally saved to **F: Customer Service Toolkit / Producers Name / Resource Maps**. Note if you have not checked the folder back in it will be in **C: Customer Service Toolkit / Producers Name / Resource Maps**. Until you check it in.

What is required by ARMS in your E-mail to request a records search.

- 1) **ARMS Record Search Request Form** filled out.
- 2) Attach GIS shapefiles for project area to E-mail.
- 3) Subject item/line of the E-mail must contain Field Office name and project name.



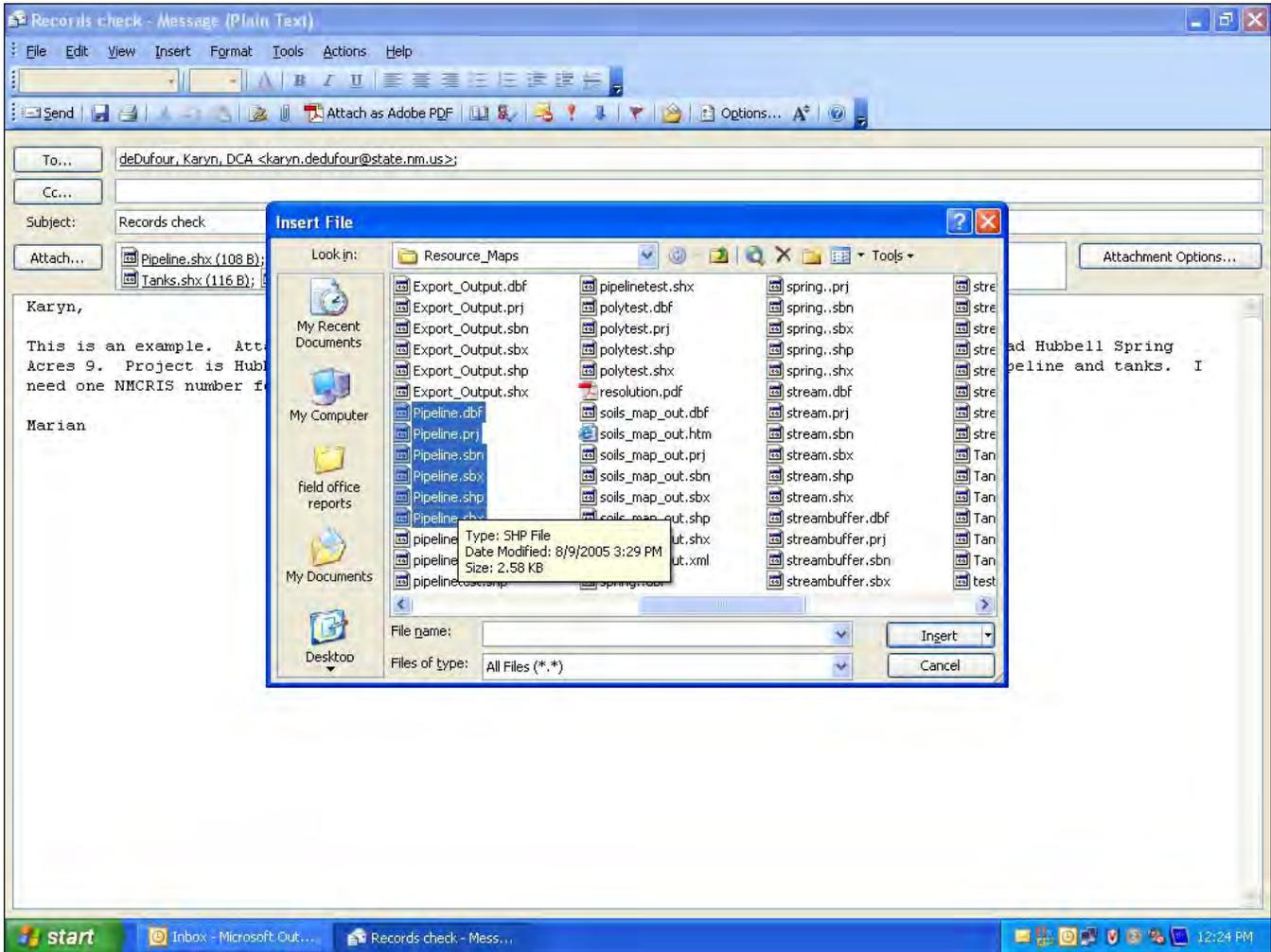
The information you will need to include on the ARMS Record Search Request Form:

1. Legal Description – Section 20 and 27 – Township 20N; Range 9E
2. Quadrangle Name – Ortiz Mountain – USGS 7.5' Quad.
3. UTM Zone – Zone 13

(If Unplatted Land you will include the UTM Zone and Northings and Eastings for the starting and stopping points of the project.)

4. Projects Name and description – Joe Johnson's Livestock Pipeline.
5. Project Acres – 9 acres
6. Field Office Name – Albuquerque Field Office

Inserting shapefiles: hold **Shift** key and insert all files tied to that particular shapefile. There is usually six files associated with each shapefile.



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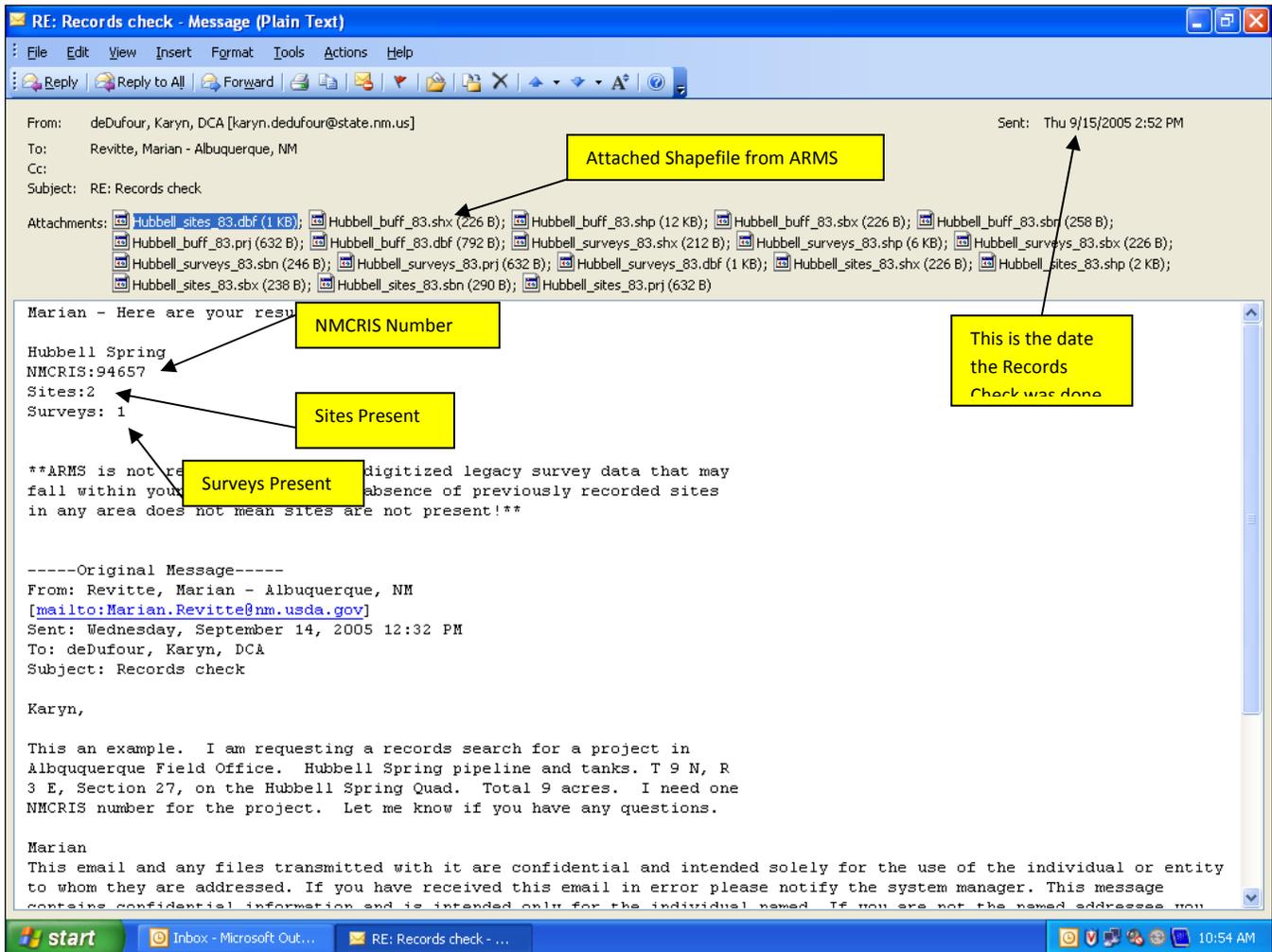
Each ARMS records search that you request is billed to the NRCS, therefore you need to combine these searches when possible. Below is a list to assist you when requesting an ARMS records search.

- 1) Requests are for one (1) cooperator/landowner only. You cannot combine two landowners even when their projects are close together.
- 2) Projects that require an ARMS records search for the same cooperator/landowner can be combined when the projects are within a three (3) mile radius of each other. In other words when you make the map at 1:24,000 scale all the projects are shown on an 8 ½ by 11 printed map. There are exceptions to this, such as a pipeline that runs for 4 or more miles, that would require two (2) maps produced at the 1:24,000 scale.
- 3) It is alright to combine projects even if they will be completed in separate calendar years. However, remember these ARMS record searches get one (1) NMCRIS number. So if you combine multiple year projects on one (1) ARMS record search you will also need to conduct and complete that future cultural resource survey.

Examples of these can be found on the following pages.

Getting your Records Search back from ARMS:

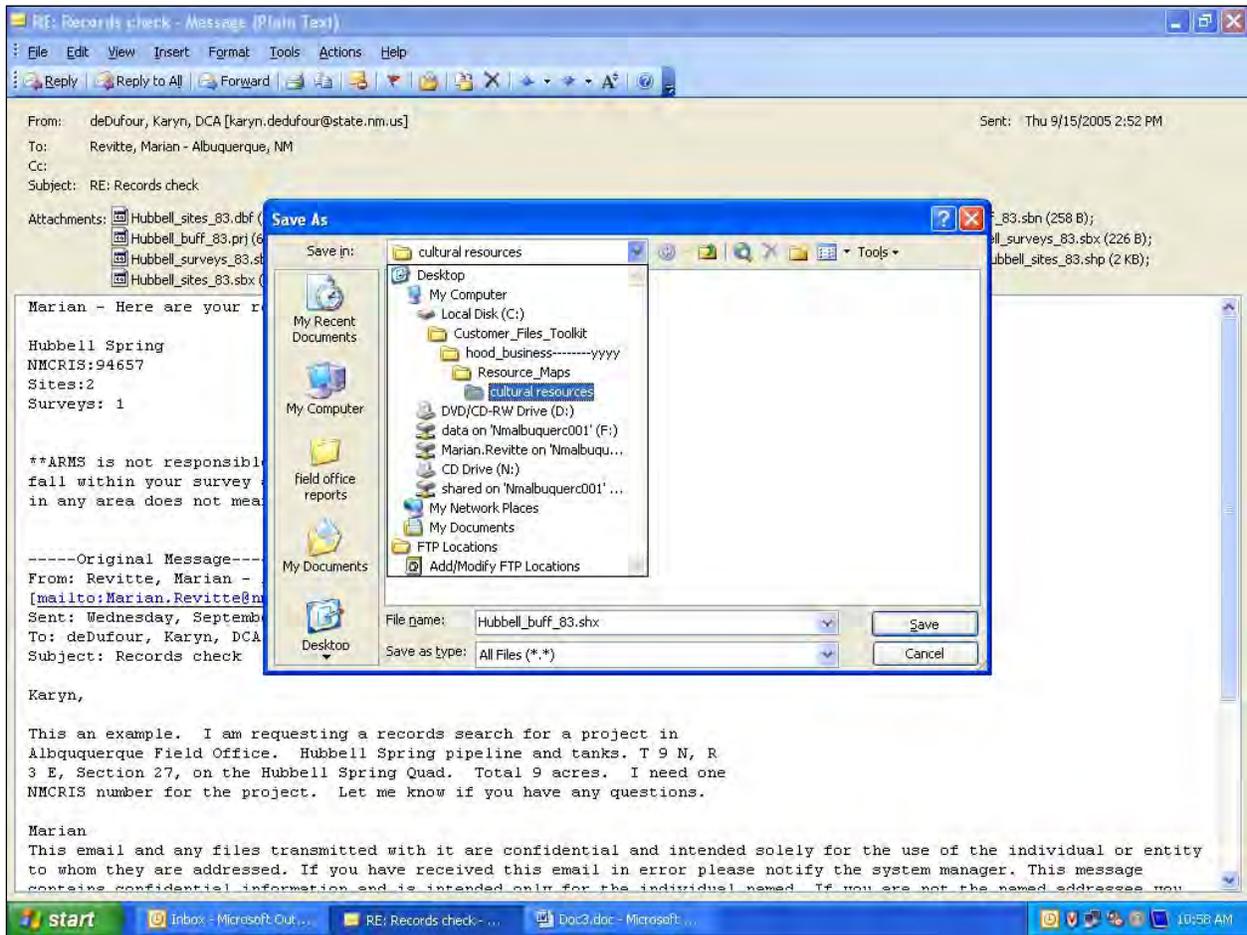
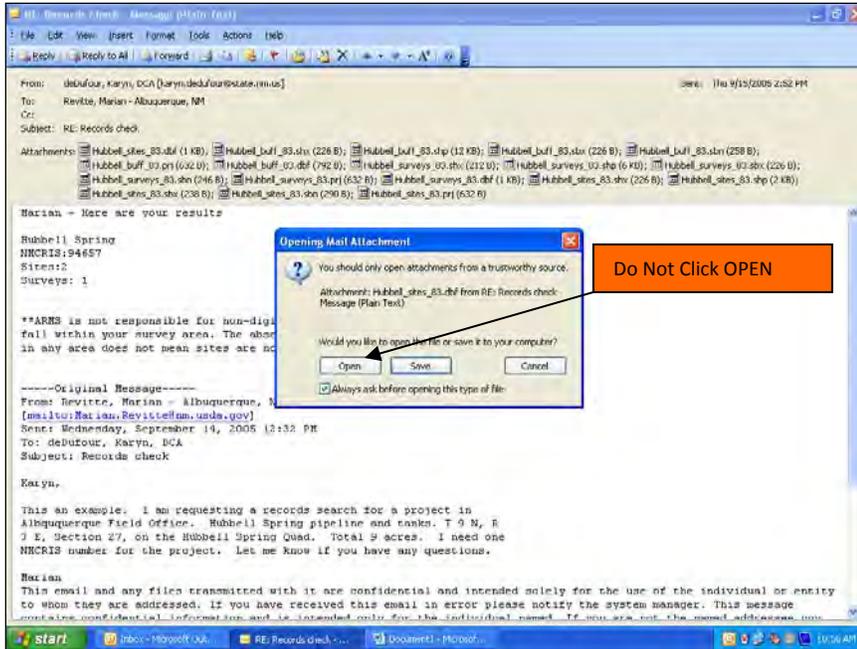
When you get the Records Search back from ARMS it will look similar to the example shown below. You will either have a records search that contains previously recorded sites and surveys or a negative records search that has no previously recorded sites and surveys. The first example discussed is that of a positive record search.

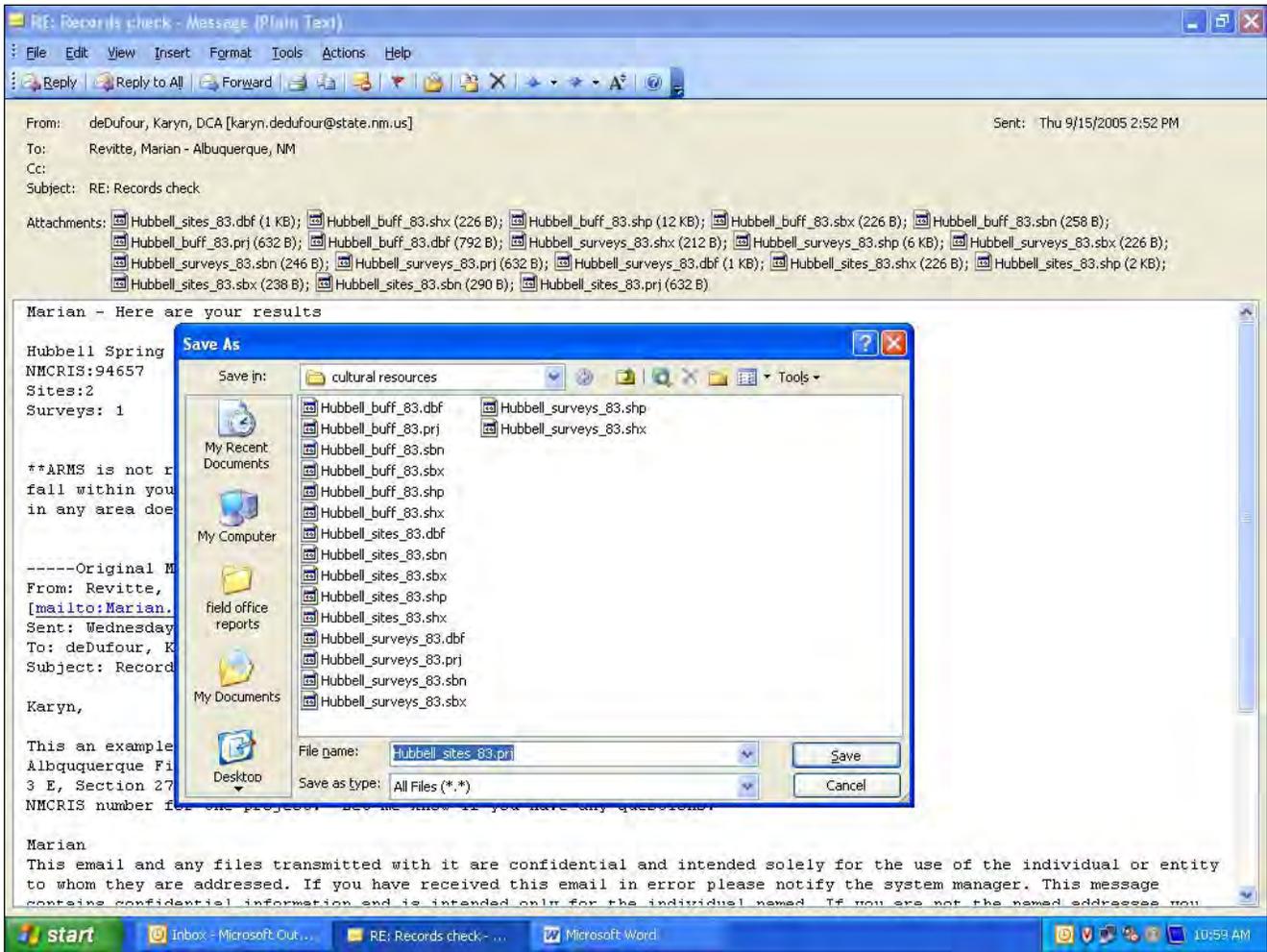


You will need to save the shapefiles to Customer Service Toolkit. Here again normally saved to **F: Customer Service Toolkit / Producers Name / Resource Maps**. Note if you have not checked the folder back in it will be in **C: Customer Service Toolkit / Producers Name / Resource Maps**. Until you check it in.

Suggestion – Within Resource Maps create a file named Cultural Resources to store these returned records searches.

Highlighted information you will need to complete the Section 106 Form.





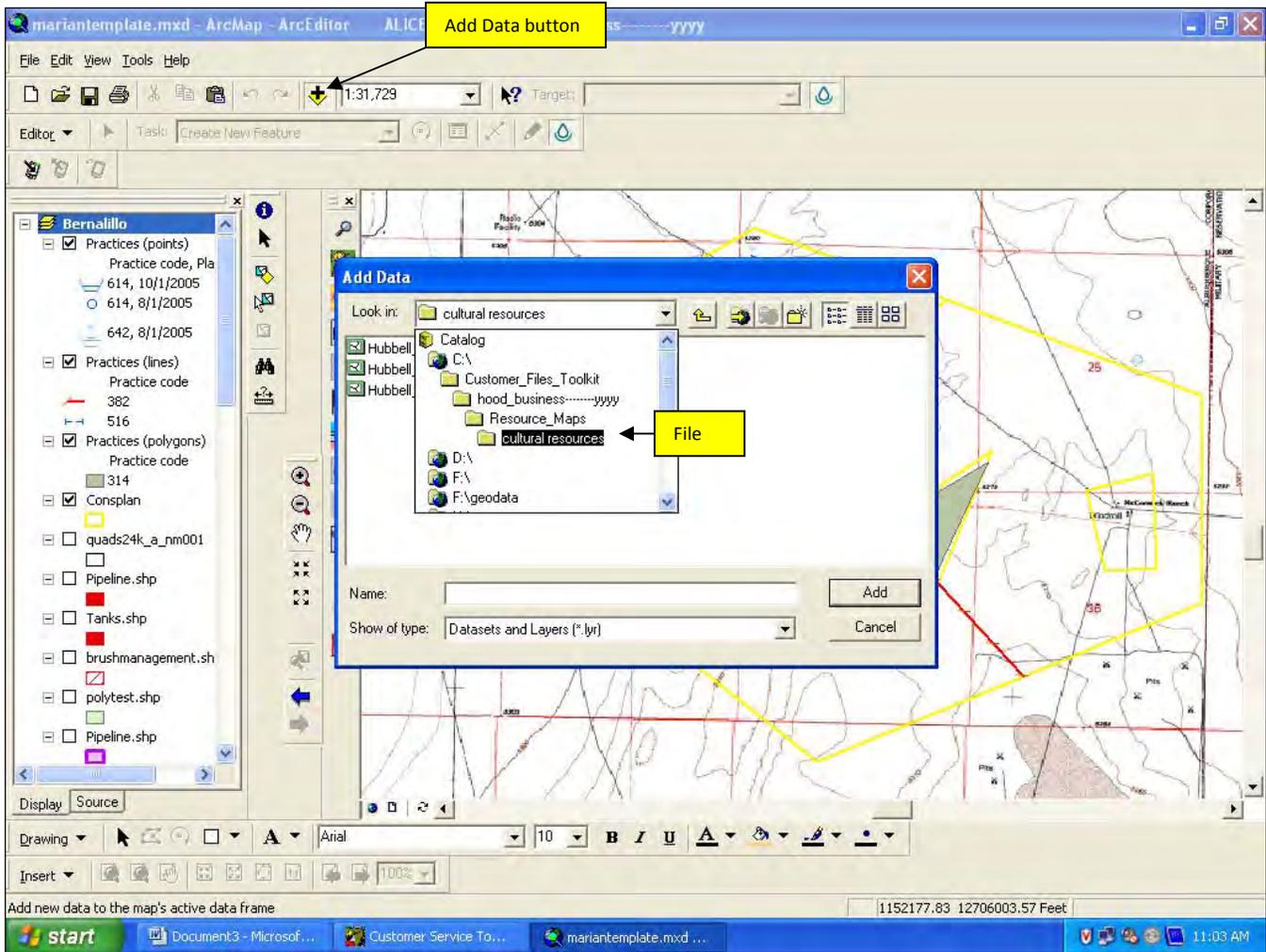
Note: All the Files are saved to one location.

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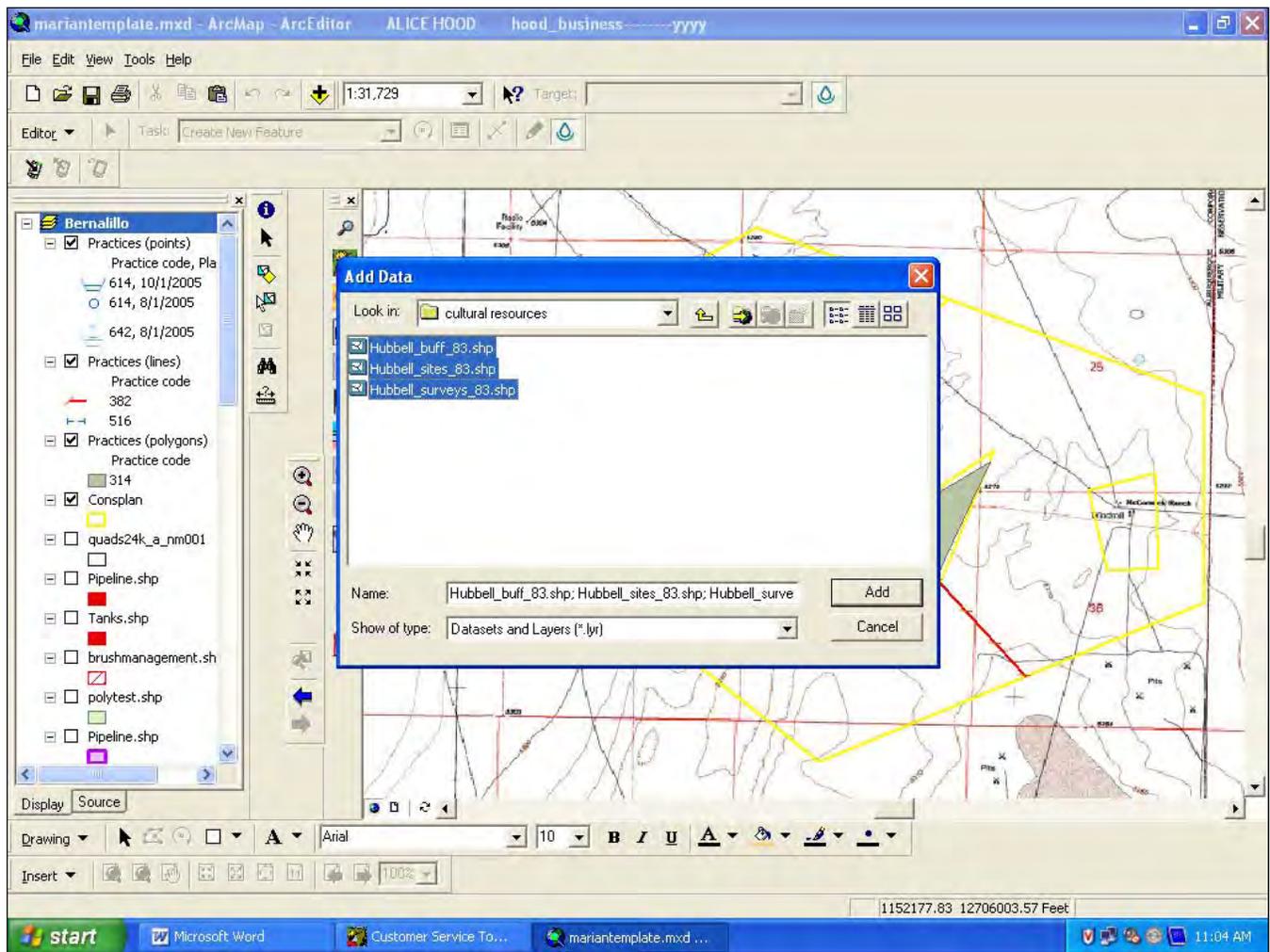
Positive Records Search:

Once you have saved the ARMS shapefiles to the producers Toolkit Resource Maps you can get out of Outlook and go into Customer Service Toolkit and bring up Arc Map. Go to the **Add Data** button (+) and navigate to where you saved the ARMS shapefiles and add them to the view.

You will need to make a map and print the attribute tables before you go into the field to conduct the cultural resource survey. If there are sites located within the buffered area you will be notifying the State Cultural Resource Specialist so we can assist you in the survey.



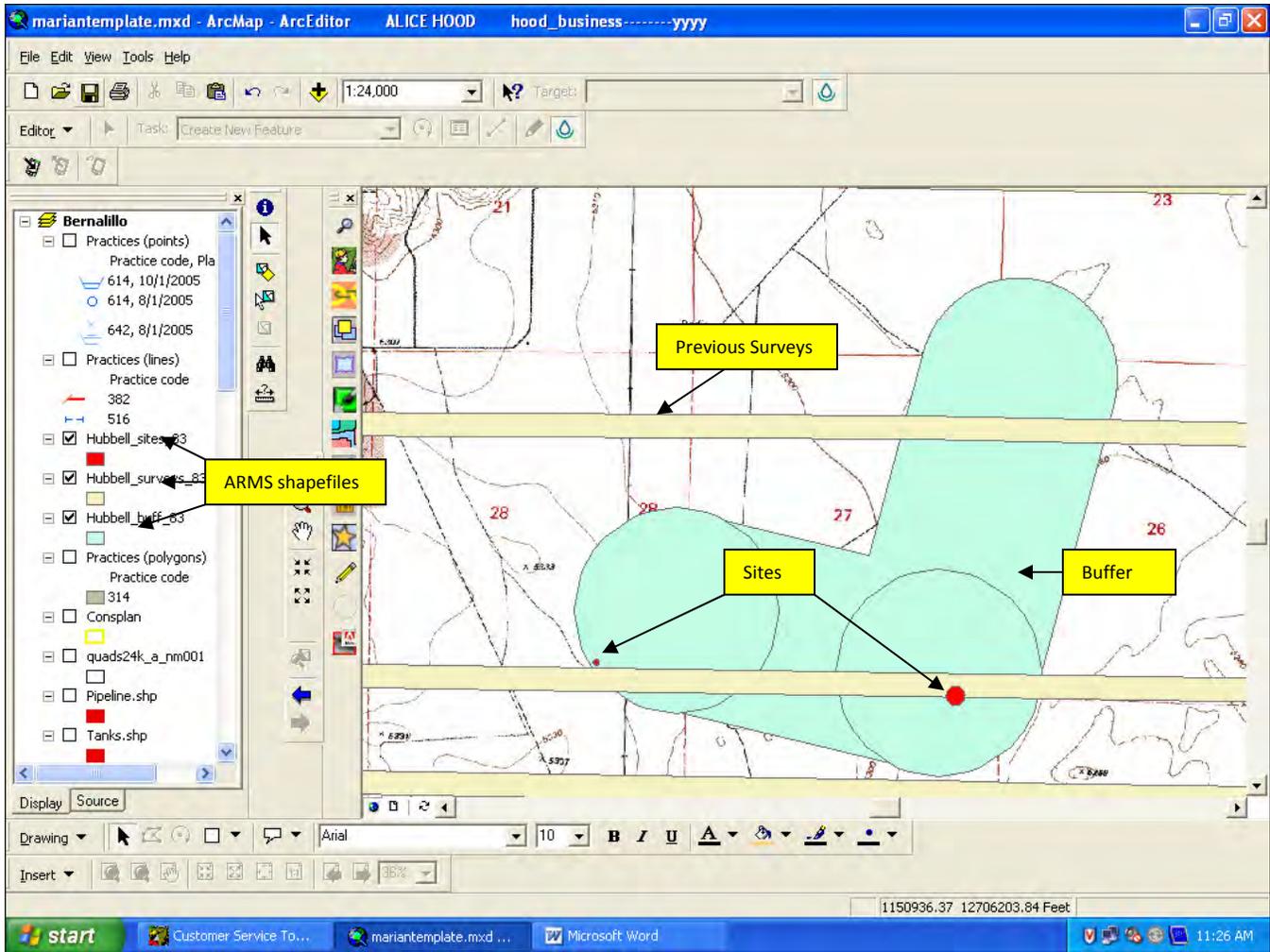
NOTES



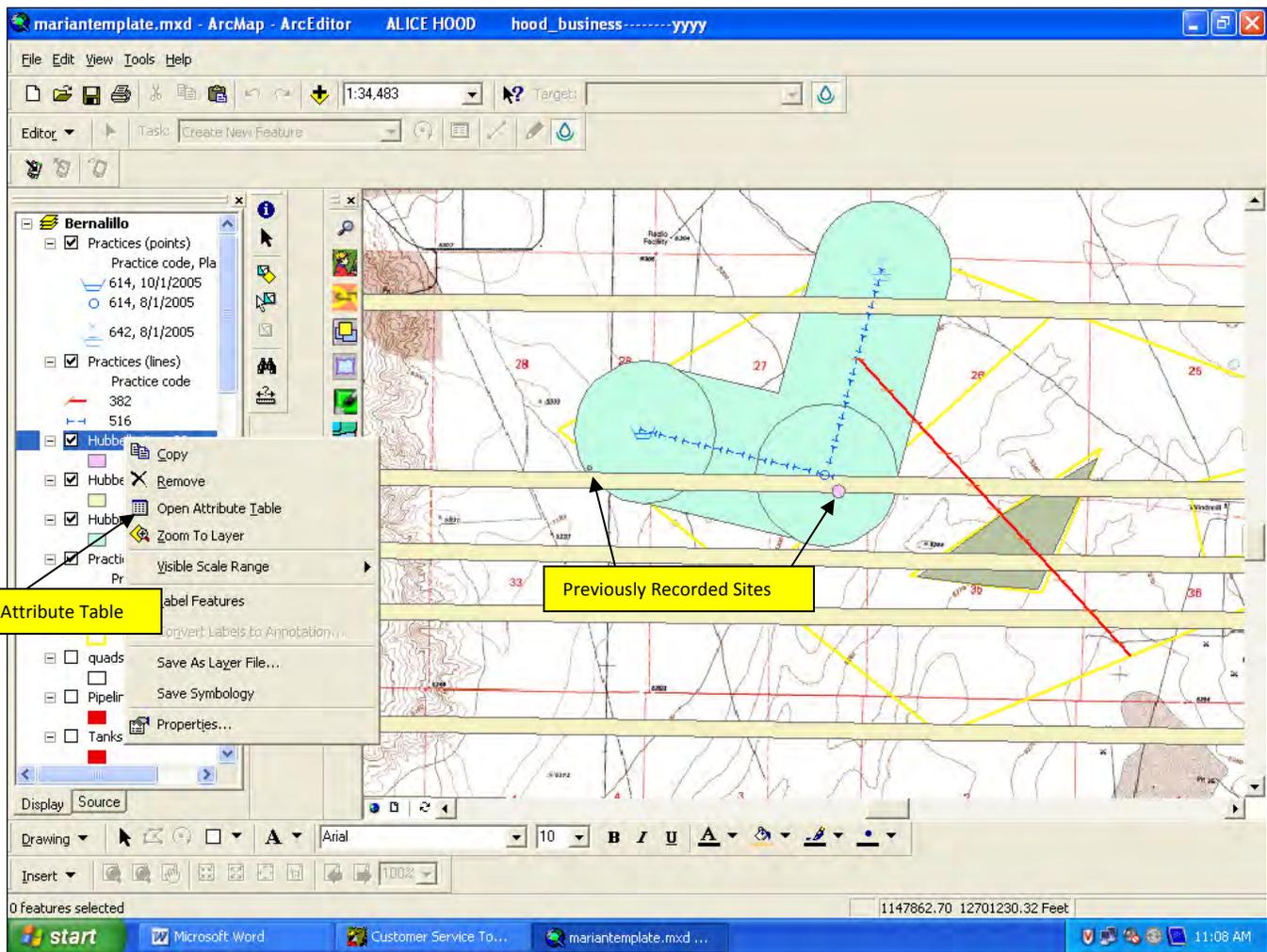
Note: All you will see are Shapefiles, No other files appear.

NOTES

Once you have added ARMS shapefiles you will see information similar to the example below. There will be shapefiles for previously recorded **Sites**, **Surveys** and the **Buffered Area**. The buffer extends 500 meters or approximately 1650 feet out from the project area.



NOTES



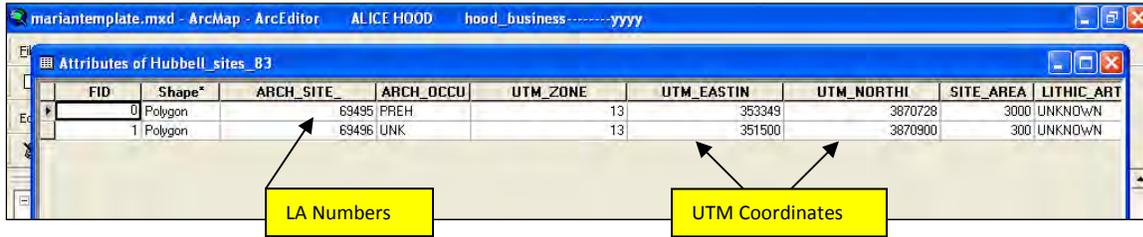
After you have added the ARMS data shapefiles to the view you can go ahead and check your practice layers. This will show your proposed project in relation to the previously recorded sites.

You will now need to print out the Attribute Table for both the ARMS Sites and Surveys. The Attribute Table will give you information regarding the previously recorded sites and surveys. These printed out pages will be needed for your field survey as well as to accompany the Section 106 Form to SHPO. You will also need to print out a map to take to the field.

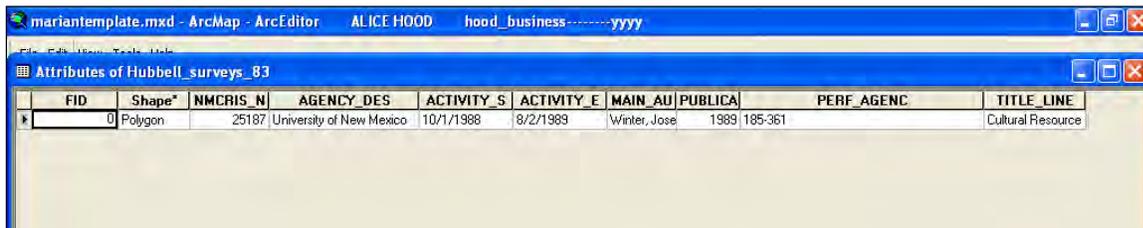
In the field you will use this information in an attempt to relocate these previously recorded sites that are located within the projects area. You will also use this information to note where the previous surveys were in relation to the project area.

To make a hard copy of these two screens use the **Print Screen** key to paste these tables into a new **Word** document. You will have to do each attribute table individually. You will also need to make two copies, one for the field and one to accompany the Section 106 form to SHPO.

Right click on the ARMS site shapefile, click on **Open Attribute Table**.



Now you will do the same for the ARMS survey shapefile, right click on it, then click on **Open Attribute Table**.



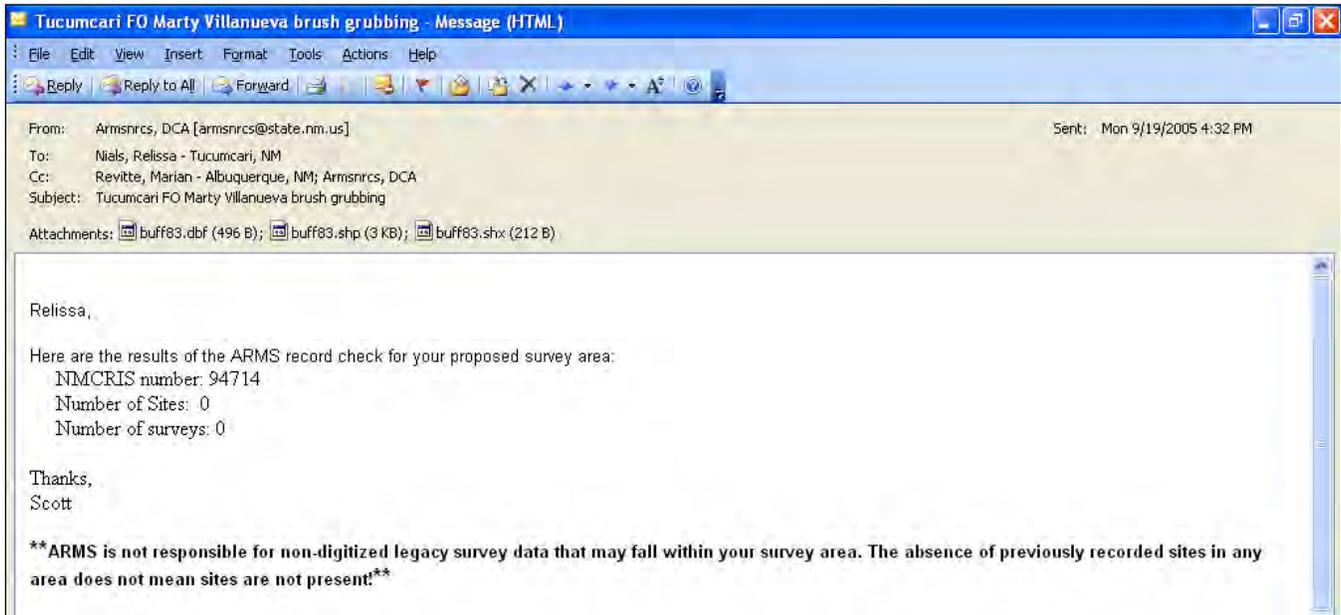
You may have to squish together the text cells so you can print this table on one page. As mentioned above you will need to include these tables with the Section 106 Form for SHPO's review.

On the **NIAF-106 Form** you will need to type on the form; the **NMCRIS number**. This information is located on the record search E-Mail from ARMS; refer to page 29 as to where you can locate this information.

On the 1: 24,000 scale map that accompanies the NIAF-106 Form to SHPO you will need to Label the previously recorded sites with the LA Numbers that are found within the Attribute Table.

Now you are ready to conduct the cultural resource survey out in the field. As mentioned prior with a positive records search you need to be talking with the state cultural resource specialists.

Negative Records Search:



Here again you will add the ARMS data shapefiles to the view and check your practice layers. This will show your proposed project and the ARMS buffered area.

You will not need to print out the Attribute Table because there is not one.

On the **NIAF-106 Form** you will still need to type on the form; the **NMCRIS number**. This information is located on the record search E-Mail from ARMS, refer to page 29 as to where you can locate this information.

Now you are ready to conduct the cultural resource survey out in the field.

NOTES

Completing the NIAF-106 Form:

After the field survey has been completed the NIAF-106 form will be filled out. The information that you will need from the records search includes; The NMCRIS Number, Date of the record search. First make sure that the form is locked. On the Microsoft Word toolbar go to **Developer** tab and check **Restrict Formatting and Editing**. This will bring up a sidebar titled Restrict Formatting and Editing. At the bottom of this sidebar is a button **Stop Protection**. Your form is locked when you see this button.

The screenshot shows a Microsoft Word document titled "106 NIAF Form (master copy).docx". The Developer tab is active, and the "Restrict Formatting and Editing" task pane is open on the right. The task pane shows "Restrict Reviewing Options" with "Restrict Formatting and Editing" checked. Below it, "Restrict Permission" is also checked, with "Unrestricted Access" selected. At the bottom of the task pane is a "Stop Protection" button. The main document area contains the "NMCRIS-INVESTIGATION ABSTRACT-FORM" with the following fields:

1.-NMCRIS Activity No.:	2a.-Lead-Agency:	2b.-Other-Agency(ies):	3.-Lead-Agency-Report-No.:
00000	US Natural Resource Conservation Service New Mexico State office	N/A	N/A

4.-Title-of-Report: 00000
5.-Type-of-Report:
 -Negative
 -Positive

6.-Investigation-Type:
 Research Design
 Archaeological Survey/Inventory
 Architectural Survey/Inventory
 Test-Excavation
 Excavation
 Collections/Non-Field-Study
 Compliance-Decision-Based-on-Previous-Inventory
 Overview/Lit-Review
 Monitoring
 Ethnographic-Study
 Site/Property-Specific-Visit
 Historic-Structures-Report
 Other

7.-Description-of-Undertaking(what-does-the-project entail?):
choose from list
Description: 00000

Extent:-length-00000 ft.xwidth-00000 ft.xdepth-00000 ft.

NOTES

NMCRIS No. 0 +

NMCRIS INVESTIGATION ABSTRACT FORM (NIAF)

1. NMCRIS Activity No.: █	2a. Lead Agency US Natural Resource Conservation Service New Mexico State office	2b. Other Agency(ies) N/A	3. Lead Agency Report No.: N/A
-------------------------------------	---	-------------------------------------	--

4. Title of Report: █	5. Type of Report
Author(s) █	<input type="checkbox"/> Negative <input type="checkbox"/> Positive

6. Investigation Type

Research Design
 Archaeological Survey/Inventory
 Architectural Survey/Inventory
 Test Excavation
 Excavation
 Collections/Non-Field Study
 Compliance Decision Based on Previous Inventory
 Overview/Lit Review
 Monitoring
 Ethnographic Study
 Site/Property Specific Visit
 Historic Structures Report
 Other

7. Description of Undertaking (what does the project entail?):

choose from list

Description: █

Extent: length █ ft. x width █ ft. x depth █ ft.

1. **NMCRIS NO:** This is a number specific to your survey. You will either get this number from the State Archaeologist staff or direct from ARMS when you submit this project for a records check.
2. Lead Agency, These two blocks are filled out for you.
3. Lead Agency Report No.: Filled out for you.
4. **Title of the Report:** This will be the same name and project that was used on the records request to ARMS; (Example: John Deere – Livestock Pipeline). **Author(s)**, Name of individual who conducted the survey, by hitting the **Tab** key here it will automatically fill in this individuals name throughout the form.
5. **Type of Report**, Check the box of which one applies. Negative if no cultural resources were found including isolated occurrences. Positive if cultural resources and or isolated occurrences were found.
6. **Investigation Type**, Check second box, Archaeological Survey/Inventory.

7. Description of Undertaking (what does the project entail?):		
choose from list Description: <input style="width: 50px;" type="text"/>	<div style="border: 1px solid black; background-color: #f4a460; padding: 5px;"> choose from list Brush Management Dam/Pond Fence Grade Stabilization Structure Irrigation Land Leveling Irrigation Pipeline or Ditch Livestock Pipeline and Tank Water Well Other </div>	
Extent: length <input style="width: 40px;" type="text"/> ft. x width <input style="width: 40px;" type="text"/> ft. x depth <input style="width: 40px;" type="text"/> ft.		
8. Dates of Investigation: from: <input style="width: 40px;" type="text"/>		9. Report Date: <input style="width: 40px;" type="text"/>
10. Performing Agency/Consultant: US Natural Resource Conservation Service New Mexico State Office		
Principal Investigator: <input style="width: 100px;" type="text"/>		
Field Supervisor: <input style="width: 50px;" type="text"/>		
Field Personnel Names: <input style="width: 100px;" type="text"/>		
Historian / Other: <input style="width: 40px;" type="text"/> N/A		
11. Performing Agency/Consultant Report No.: <input style="width: 100px;" type="text"/>		
12. Applicable Cultural Resource Permit No(s): <input style="width: 100px;" type="text"/>		

7. **Description of Undertaking:** This is a drop down list; choose the appropriate practice or Other. In the **Description:** space describe the Undertaking/practice that is being planned. (Example) Juniper and Pinon trees will be removed by use of heavy equipment (specify type of equipment). Resulting ground disturbance will be 4 foot in diameter holes approximately 2 feet deep where each tree is removed. On the bottom of this cell block is three fill in boxes titled **Extent:** this is for all linear trenched projects, like pipelines, type in the trench dimensions.
8. **Dates of Investigation:** These are the days that you were in the field doing cultural resource survey. You can survey no more than 40 acres per day per person. By hitting the **Tab** key here it will automatically fill in these dates throughout the form where needed.
9. **Report Date:** The date you are completing this form.
10. **Performing Agency/Consultant:** These three will be filled in automatically from box 4. However you will need to add in the text box behind **Field Personnel Names:** the names of other individuals that helped with the field survey.
11. Performing Agency/Consultant Report No: Leave blank.
12. Applicable Cultural Resource Permit No(s): Leave blank.

NMCRIS No. 0

13. Client/Customer (project proponent):
 US Natural Resource Conservation Service New Mexico State Office
Contact:
Address: **Phone:**

14. Client/Customer Project No.:

15. Land Ownership Status (must be indicated on project map):

Land Owner (By Agency)	Acres Surveyed	Acres in APE
choose from list	<input type="text"/>	<input type="text"/>
TOTALS=		

16. Records Search(es):

Date(s) of HPD/ARMS File Review: <input type="text"/>	Name of Reviewer(s): ARMS Reviewer <input type="text"/> ARMS Reviewer <input type="text"/>	
Date(s) of Other Agency File Review: <input type="text"/>	Name of Reviewer(s): <input type="text"/>	Agency: <input type="text"/>

- choose from list
- Private Landowner
- State of New Mexico
- US Forest Service
- US Bureau of Land Management
- Jicarilla Apache Tribe
- Pueblo of Acoma
- Pueblo of Cochiti
- Pueblo of Isleta
- Pueblo of Jemez
- Pueblo of Kewa
- Pueblo of Laguna
- Pueblo of Nambe
- Pueblo of Ohkay Owingeh
- Pueblo of Picuris
- Pueblo of Pojoaque
- Pueblo of San Felipe
- Pueblo of San Ildefonso
- Pueblo of Sandia
- Pueblo of Santa Ana
- Pueblo of Santa Clara
- Pueblo of Taos
- Pueblo of Tesuque
- Pueblo of Zia

13. **Client/Customer (project proponent):**
Under **Contact:** enter field office name; the remaining (**Address:** and **Phone:**) boxes enter as appropriate.
14. **Client/Customer Project No.:** Leave blank.
15. **Landowner (By Agency)** Choose from the dropdown list for the landowner/agency then type in the acres surveyed and the acres in APE.
16. **Records Search(es):** In **Date(s) of HPD/ARMS File Review:** enter the date you received your ARMS request back from ARMS. In **Name of Reviewer(s):** use the dropdown. The remaining three will be left blank.

Area of effect (APE): This is the area in acres that the project is actually going to affect. Example: You are doing a pipeline. The area of effect is the trenching equipments width (figure about 20 feet), the livestock tanks pad (varies) and the travel lanes used by any vehicle bring construction materials for the project (another 20 feet in width). So the total Area of Effect is 40 feet in width times the total length divided by 43,560 equals' acres.

17. Survey Data:

a. Source Graphics NAD 27 NAD 83 Note: NAD 83 is the NMCRIS standard.
 USGS 7.5' (1:24,000) topo map Other topo map, Scale:
 GPS Unit Accuracy <1.0m 1-10m 10-100m >100m Aerial Photo(s)
 Other Source Graphic(s):

b. USGS 7.5' Topographic Map Name USGS Quad Code

c. County(ies):

d. Nearest City or Town:

e. Legal Description:

Township (N/S)	Range (E/W)	Section
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Projected legal description? Yes No Unplatted

2

NMCRIS No. 0

f. Other Description (e.g. well pad footages, mile markers, plats, land grant name, etc.):
 UTM Zone: From - Northing: , Easting: .
 To - Northing: , Easting: .

choose from list
 12
 13

17. **Survey Data:**

- a. **NAD 83** will always be checked. **USGS 7.5' (1:24,000) topo map** will always be checked. **GPS Unit** will always be checked. **Accuracy 1-10m** will be checked most times.
- b. **USGS 7.5' Topographic Map Name** type in. **USGS Quad Code** type in if you know it otherwise it will be filled in at the State Office.
- c. **County(ies):** Enter the County.
- d. **Nearest City or Town:** Enter this information.
- e. **Legal Description:** Enter this information.
- f. **Other Description:** Use this section when project area is located on unplatted lands. Use the dropdown list for the UTM Zone then type in the northing and easting for both the starting point and ending points.

18. Survey Field Methods:

Intensity: 100% coverage <100% coverage

Configuration: block survey unit linear survey units (1 x w)

other survey units (specify): _____

Scope: non-selective (all sites/properties recorded) selective/thematic (selected sites/properties recorded)

Coverage Method: systematic pedestrian coverage

other method (describe): _____

Survey Interval (m): _____ **Crew Size:** _____ **Fieldwork Dates:** from: _____ to: _____

Survey Person Hours: _____ **Recording Person Hours:** _____ **Total Hours:** _____

Additional Narrative:

19. Environmental Setting (NRCS soil designation; vegetative community; elevation; etc.):

Soil: choose from list Topography: choose from list Vegetation: choose from list

choose from list
 Clay
 Clay Loam
 Fine Sandy Loam
 Gravelly
 Loam
 Sand
 Sandy Loam
 Silty
 Silty Clay
 Silty Loam

choose from list
 Canyon
 Mesa
 Mountain
 Plains
 Rolling Hills
 Valley

choose from list
 Farmed/Plowed
 Desert
 Forest
 Grasslands
 Riparian

20. Location of Survey: _____ (d, undistributed, etc.): _____

21. FINDINGS Yes, see next report section No, discuss why:

18. **Survey Field Methods: Intensity:** Check 100% coverage always. **Configuration:** Check the box for the type of survey you conducted. **Scope:** The non-selective (all sites/properties recorded) box will always be checked. **Coverage Method:** The systematic pedestrian coverage box will always be checked. **Survey Interval (m):** 15 meters is the maximum width allowed by SHPO. Do not exceed that. Fill out the remaining boxes, **Note** if three individuals are conducting the one day/eight hour survey that would equal 24 person hours.
19. **Environmental Setting ():** These are all dropdown lists pick the option that best applies.

20.a. Percent Ground Visibility: choose from list

b. Condition of Survey Area (grazed, bladed, undistributed, etc.): choose from list

21. CULTURAL RESOURCE FINDINGS Yes, see next report section No, discuss why:

22. Attachments (check all appropriate boxes):

- USGS 7.5 Topographic Map with sites, isolates, and survey area clearly drawn (required)
- Copy of NMCRIS Map Check (required)
- LA Site Forms – new sites (with sketch map & topographic map) if applicable
- LA Site Forms (update) – previously recorded & un-relocated sites (first 2 pages minimum)
- Historic Cultural Property Inventory Forms, if applicable
- List and Description of Isolates, if applicable
- List and Description of collections, if applicable

choose from list

- 0 to 10 % - Bare Ground
- 10 to 20 % - Bare Ground
- 20 to 30 % - Bare Ground
- 30 to 40 % - Bare Ground
- 40 to 50 % - Bare Ground
- 50 to 60 % - Bare Ground
- 60 to 70 % - Bare Ground
- 70 to 80 % - Bare Ground
- 80 to 90 % - Bare Ground
- 90 to 100 % - Bare Ground

choose from list

- Disturbed
- Grazed
- Plowed/farmed
- Un-grazed

20. **Percent Ground Visibility:** Choose from the dropdown list. **Condition of Survey Area:** Choose from the dropdown list.
21. **Cultural Resource Findings** Check the **Yes** or **No** box. If isolated occurrences are recorded during your survey you will always check the **Yes** box. If you check **No** you will need to explain why nothing was found.
22. **Attachments:** Check the boxes that apply. Some of these will be checked by the state Cultural Resource Specialist upon state office review.

CULTURAL RESOURCE FINDINGS <i>{fill in appropriate section(s)}</i>	
SURVEY RESULTS:	
Archaeological Sites discovered and registered:	█
Archaeological Sites discovered and NOT registered:	█
Previously recorded archaeological sites revisited (site update form required)	█
Previously recorded archaeological sites not relocated (site update form required):	█
TOTAL ARCHAEOLOGICAL SITES (visited & recorded):	█
Total isolates recorded: █	<input type="checkbox"/> Non-selective isolate recording?
HCPI properties discovered and registered:	
HCPI properties discovered and NOT registered:	
Previously recorded HCPI properties revisited:	
Previously recorded HCPI properties not relocated:	
TOTAL HCPI PROPERTIES (visited & recorded, including acequias):	█
MANAGEMENT SUMMARY:	█
<u>IF REPORT IS NEGATIVE, YOU ARE DONE AT THIS POINT.</u>	

Fill in the applicable boxes. If you checked the **Yes** box on page 3 part 21 you will need to fill out part or all of this section. **Total isolates recorded:** type in the number recorded in the field during your survey and check the box **Non-selective isolate recording?** Under **MANAGEMENT SUMMARY:** number and list the isolated occurrences you recorded, these numbers should correspond to your ARC-GIS map for the location within the projects area.

If no sites were recorded within your surveyed area you are done completing the form. If sites were located within the project area then page 5 needs to be filled out. The Cultural Resource Specialist should be notified at this point and they will complete the remainder of what is required by SHPO.

Sending NIAF-106 Form to the State Office:

After you have requested the records search and completed the cultural resource survey you will need to E-mail this data to the New Mexico State Office Cultural Resource Specialist. You will need to include.

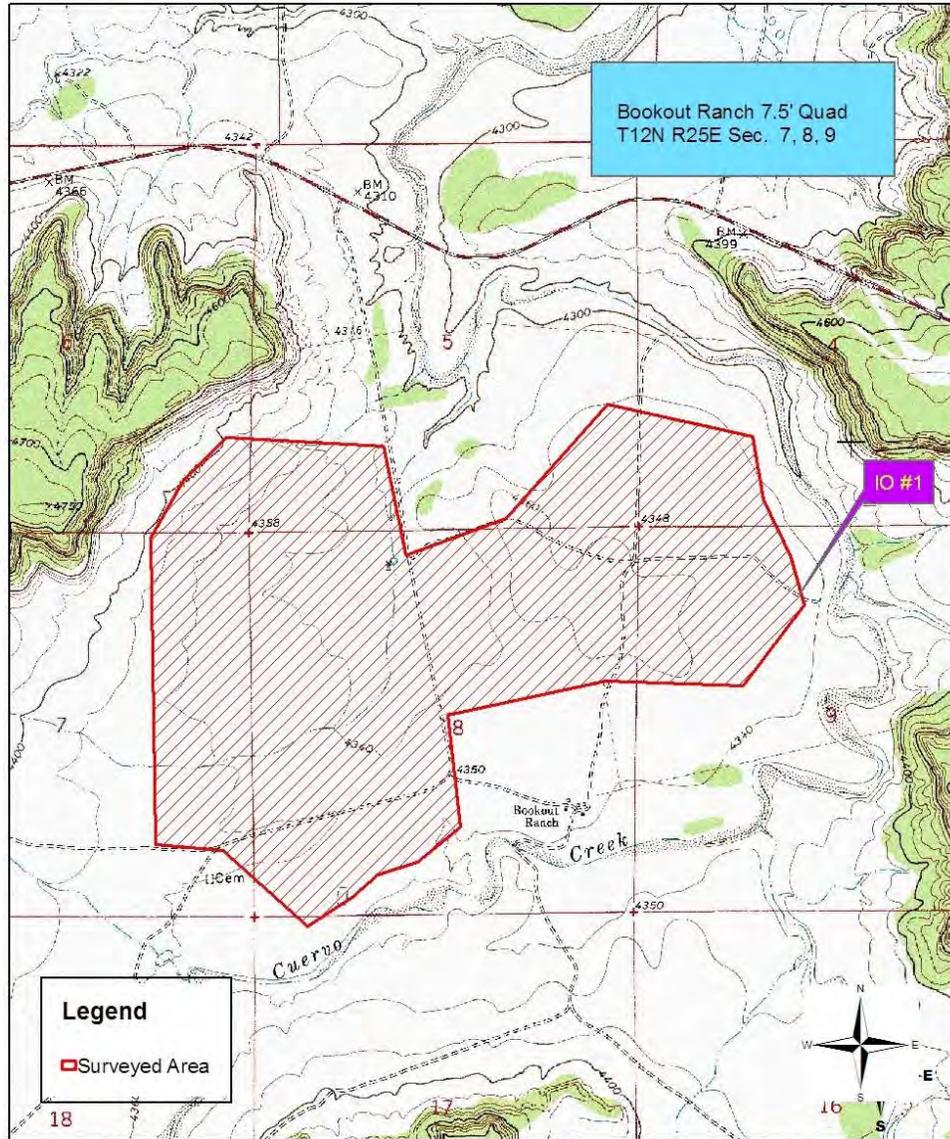
1. Completed NIAF-106 Form.
2. An Arc-Map of the project at 1:24,000 scale, (Export and send this maps as PDF files).
3. An Arc-Map of the Records Search, if sites and surveys are present, (Export PDF file).
4. A copy of the E-mail from ARMS.
5. Shapefiles of the actual walked project area not the conservation planned project area. Shapefiles need to be defined as a polygon or buffered.
6. A Word doc. File with the opened Attribute tables of the ARMS record search, Sites and Surveys.

Completed NIAF-106 Form.

NMCRIIS No. 115418			
NMCRIIS INVESTIGATION ABSTRACT FORM (NIAF)			
1. NMCRIIS Activity No.: 115418	2a. Lead Agency US Natural Resource Conservation Service New Mexico State office	2b. Other Agency(ies) N/A	3. Lead Agency Report No.: N/A
4. Title of Report: Mark Whetten/Brush Management/Newkirk	5. Type of Report <input checked="" type="checkbox"/> Negative <input type="checkbox"/> Positive		
Author(s) Michael Jones			
6. Investigation Type			
<input type="checkbox"/> Research Design <input checked="" type="checkbox"/> Archaeological Survey/Inventory <input type="checkbox"/> Architectural Survey/Inventory <input type="checkbox"/> Test Excavation <input type="checkbox"/> Excavation <input type="checkbox"/> Collections/Non-Field Study <input type="checkbox"/> Compliance Decision Based on Previous Inventory <input type="checkbox"/> Overview/Lit Review <input type="checkbox"/> Monitoring <input type="checkbox"/> Ethnographic Study <input type="checkbox"/> Site/Property Specific Visit <input type="checkbox"/> Historic Structures Report <input type="checkbox"/> Other			
7. Description of Undertaking (what does the project entail?):			
Brush Management Description: Cholla cactus will be grubbed from rangeland using a bobcat. The area of disturbance will be minimized to reduce effects on existing vegetation. A small hole, approximately one foot in diameter and one foot deep will be left along with a bladed area where the bobcat came up to push. These holes will be anywhere from 10 to 100 feet apart depending on cholla density in that particular area. Approximately 850 acres will be brushed.			
Extent: length <input type="text"/> ft. x width <input type="text"/> ft. x depth <input type="text"/> ft.			
8. Dates of Investigation: from: 9-29-09 to: 10-6-09			
9. Report Date: 10-7-09			
10. Performing Agency/Consultant: US Natural Resource Conservation Service New Mexico State Office			
Principal Investigator: Michael Jones <input type="text"/>			

Arc-Map of the project at 1:24,000 scale, (Exported as PDF file).

Cultural Resource Inventory 2009



Bookout Ranch 7.5' Quad
T12N R25E Sec. 7, 8, 9

IO #1

Legend
■ Surveyed Area



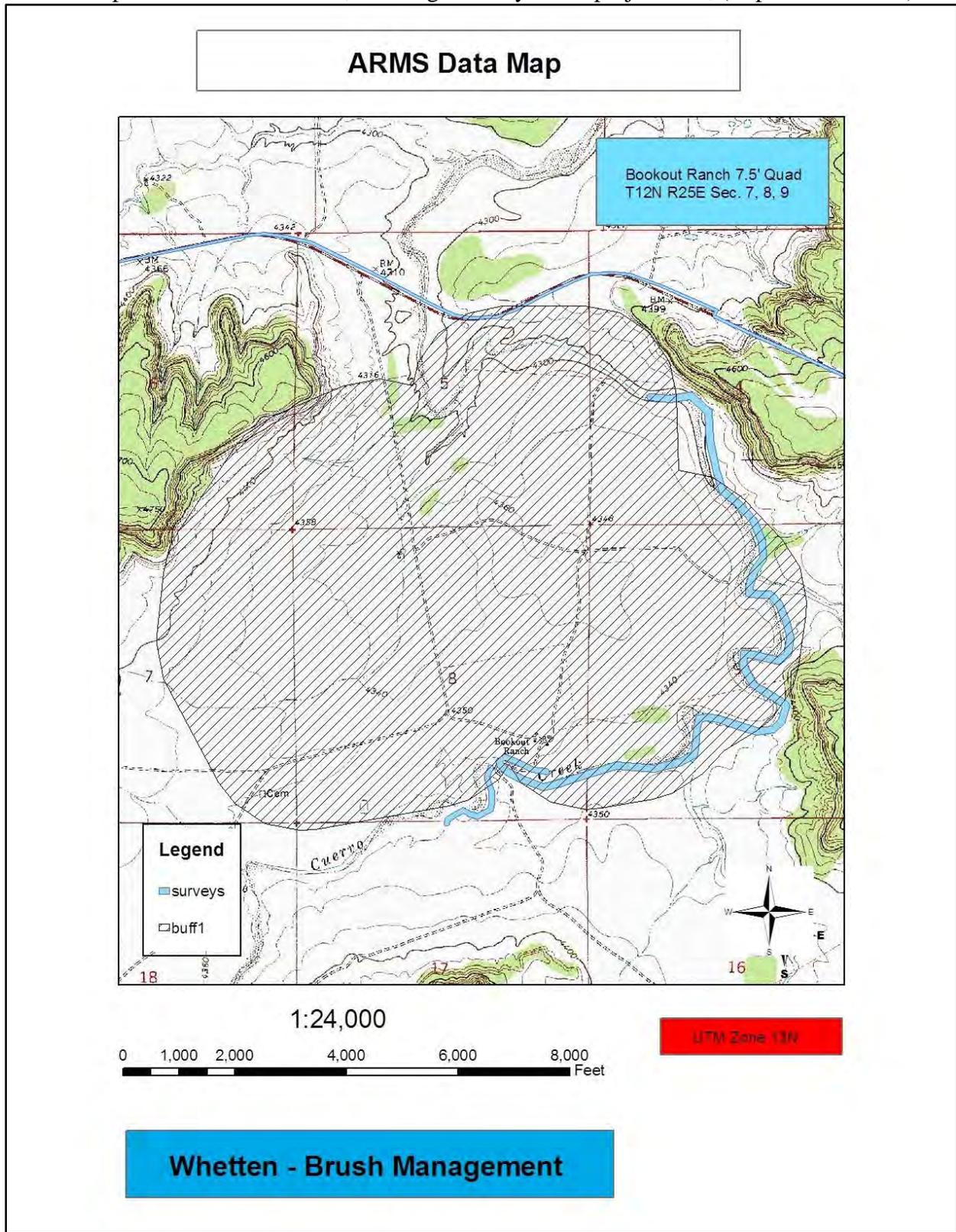
1:24,000

UTM Zone 13N

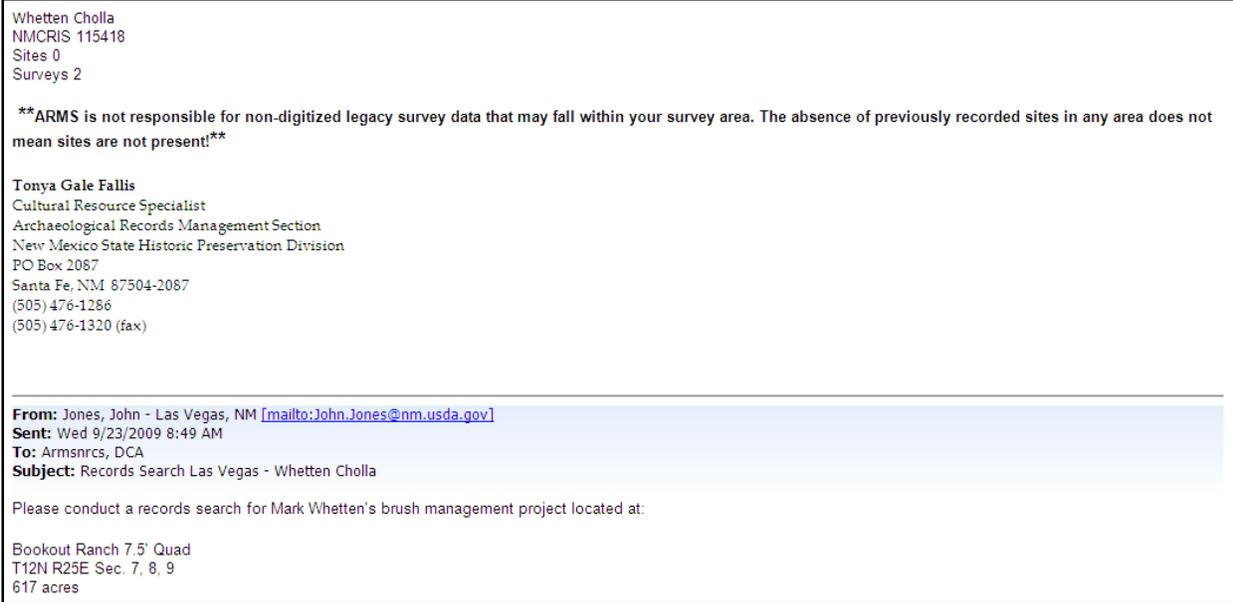


Mark Whetten - Brush Management

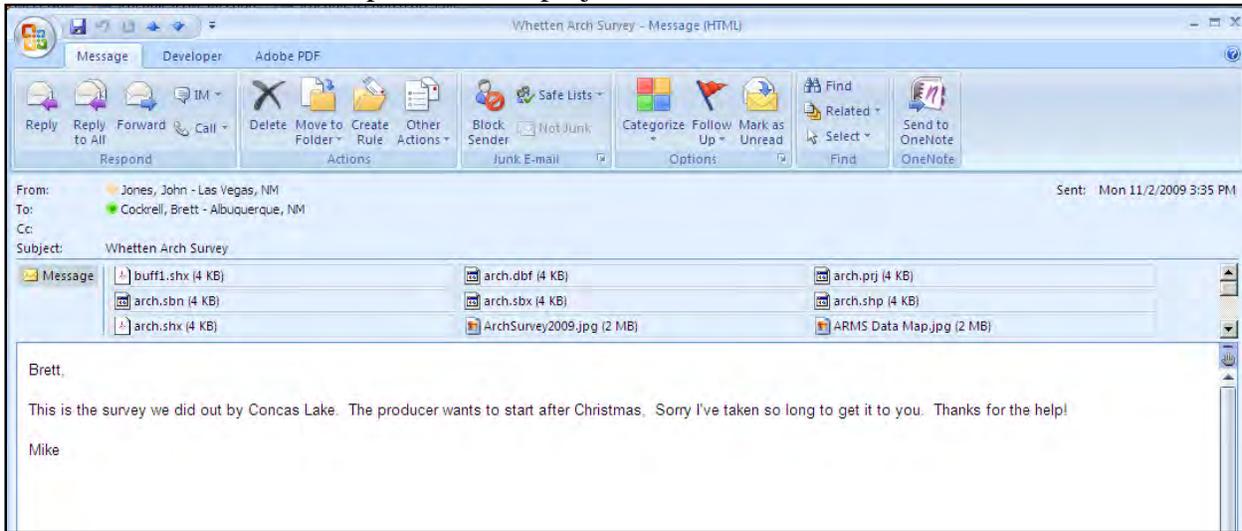
Arc-Map of the Records Search, showing a survey in the project area, (Exported PDF file).



A copy of the E-mail from ARMS.



Shapefiles of the project included in the E-mail.



Word doc. File with the opened Attribute table of the ARMS record search, Surveys.

SNMCR	AGENCY_DES	ACTIVITY	ACTIVITY	MAIN_AUT	PUBL	TITLE
P 78536	US Natural Resource Con	10/1/2001	10/9/2001	Jons, L.	2001	Section 106 Consultation Form (Cultural Resources)
P 77130	Lone Mountain Archaeolo	10/29/2001	2/28/2002	Hurt, Teresa	2002	Class III Cultural Resource Survey of 293 Acres for I