

**INADVERTENT DISCOVERY PLAN (IDP)**  
**FOR THE UNANTICIPATED DISCOVERY OF**  
**CULTURAL RESOURCES AND**  
**HUMAN SKELETAL REMAINS**

PROJECT TITLE:	
PROJECT MANAGER/CONTRACTOR (NAME, PHONE):	
PROJECT PERMIT ID:	
COUNTY WASHINGTON:	City of Puyallup, Pierce County, WA
Section, Township, Range:	

**Section 1. INTRODUCTION**

The following Inadvertent Discovery Plan (IDP) outlines procedures to perform in the event of discovering archaeological materials or human remains, in accordance with state and federal laws.

**Section 2. RECOGNIZING CULTURAL RESOURCES**

A cultural resource discovery could be prehistoric or historic.

***When in doubt, assume the material is a cultural resource.***

Examples include, but are not limited to:

- a. Human remains. This includes complete burials as well as fragmentary remains.
- b. An accumulation of shell, burned rocks, or other food related materials.
- c. Bones or small pieces of bone.
- d. An area of charcoal or very dark stained soil with artifacts.
- e. Buried layers of black soil with layers of shell, charcoal, and fish and mammal bones
- f. Buried cobbles that may indicate a hearth feature
- g. Stone tools or waste flakes (i.e. an arrowhead. or stone chips).
- h. scrapers, cutting tools, wood working wedges or axes, grinding stones
- i. Clusters of tin cans or bottles, logging or agricultural equipment that appears to be older than 50 years.
- j. Non-natural sediment or stone deposits that may be related to activity areas of people;
- k. Perennially damp areas may have preservation conditions that allow for remnants of wood and other plant fibers; in these locations there may be remains including fragments of basketry, weaving, wood tools, or carved pieces
- l. Buried railroad tracks, decking, or other industrial materials.

***When in doubt, assume the material is a cultural resource.***

### **Section 3. ON-SITE RESPONSIBILITIES**

**STEP 1: Stop Work.** If any Project Manager, property owner, employee, contractor or subcontractor believes that he or she has uncovered a cultural resource or human remains, at any point in the project, all work must:

1. Stop work immediately in the vicinity of the find.
2. Protect the area from further disturbance.
3. Contact the Project Manager to begin the notification process.

If human remains are found or suspected, call local law enforcement immediately - follow steps in section #4 (page 3) below.

Notify the appropriate party(s) listed in this section for other archeological resources. Leave the surrounding area untouched, and provide a perimeter area adequate to provide the total security, protection, and integrity of the discovery. The discovery location must be secured at all times by a temporary fence or other onsite security measures, such as cones, high visibility fencing/flagging/tape, etc. If you are the Project Manager, you are responsible for contacting the WA State Department of Archeology and Historic Preservation, the City Planning Division, and Tribal Governments, as listed below.

**STEP 2:** Notify a Licensed Archaeologist, or Archaeological Monitor. If there is already an Archaeological Monitor or Archeologist for the project, notify that person immediately. If there is a monitoring plan in place, the Monitor will follow the outlined procedure. If not, you may need to find a consultant to assist you with the on site discovery.

**STEP 3:** If you are the Project Manager/contractor, notify the City of Puyallup Review Engineer of this project, and other applicable contacts. The Project Manager or applicable staff will make all calls and necessary notifications:

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*Primary contacts:*

- a. The property owner and/or project manager;
- b. A professional archaeologist;
- c. The Department of Archaeology and Historic Preservation (DAHP) (Dr. Rob Whitlam, State Archaeologist, 360-586-3080);
- d. Puyallup Planning Department (253-864-4165);
- e. The Puyallup Tribe (Brandon Reynon, Cultural Regulatory Specialist, 253-573-7986, 360-384-2298);
- f. The Squaxin Island Tribe (Rhonda Foster, THPO, 360-432-3850, Shaun Dinubilo, 360-432-3998);
- g. The Nisqually Tribe (Brad Beach, Cultural Resources, 360-456-5221 ext. 1277) and
- h. The Muckleshoot Tribe (Laura Murphy, Archaeologist, 253-876-3272).

### **Section 4. SPECIAL PROCEDURES FOR THE DISCOVERY OF HUMAN SKELETAL MATERIAL**

If human remains are encountered, always treat them with dignity and respect. Immediately stop work at the site and secure the area surrounding the discovered remains.

Follow these procedures:

1. The property owner and/or contractor will stop work in and adjacent to the discovery, completely secure the work area by moving the land-altering equipment to a reasonable distance and placing a physical barrier around the area of the find.
2. Call the following agencies and individuals:
  - a. Puyallup Police Department – 24-hour Non-Emergency Dispatch, Toll-Free: 844-821-8911\*  
***\*Call 911 if unsuccessful in reaching non-emergency contact***
  - b. Pierce County Medical Examiner/Coroner's Office: 253-798-6494);
  - c. Project Manager (listed in this document, see above, section 3)
  - d. City Planner at the City of Puyallup (listed in this document, see above, section 3)
  - e. Department of Archaeology and Historic Preservation (DAHP), State Physical Anthropologist
    - i. Contact: Dr. Guy Tasa
    - ii. Phone: 360-586-3534 OR, Cell: 360-790-1633
    - iii. Email: [Guy.Tasa@dahp.wa.gov](mailto:Guy.Tasa@dahp.wa.gov)
3. Cover the remains with a tarp or other materials (not soil or rocks) for temporary protection and to shield them from being photographed. The individual who covers the remains shall wear appropriate hand protections, such as cloth gloves.
4. Do not speak with the media. Follow the instructions of law enforcement.
5. Do not take pictures unless directed and authorized to do so by Dept of Archeology and Historic Preservation (DAHP).

## **Section 5. DOCUMENTATION OF ARCHAEOLOGICAL MATERIALS**

Project Manager/contractor and/or property owner will ensure the proper documentation and field assessment will be made of any discovered cultural resources in cooperation with all parties: the federal/state agencies (if any), DAHP, city of Puyallup, affected tribes, and a contracted consultant (if any). At all times, archaeological exploration will be undertaken by a professional archaeologist.

All prehistoric and historic cultural material discovered during project construction will be recorded by a professional archaeologist on a cultural resource site or isolate form using standard and approved techniques. Site overviews, features, and artifacts will be photographed; stratigraphic profiles and soil/sediment descriptions will be prepared for minimal subsurface exposures. Discovery locations will be documented on scaled site plans and site location maps.

Cultural features, horizons and artifacts detected in buried sediments may require further evaluation by a professional archaeologist using hand-dug test units. Units may be dug in controlled fashion to expose features, collect samples from undisturbed contexts, or to interpret complex stratigraphy. A test excavation unit or small trench might also be used to determine if an intact occupation surface is present. Test units will be used only when necessary to gather information on the nature, extent, and integrity of subsurface cultural deposits to evaluate the site's significance. Excavations will be conducted using state-of-the-art techniques for controlling provenience, and the chronology of ownership, custody and location recorded with precision.

Spatial information, depth of excavation levels, natural and cultural stratigraphy, presence or absence of cultural material, and depth to sterile soil, regolith, or bedrock will be recorded for each probe on a standard form. Test excavation units will be recorded on unit-level forms, which include plan maps for

each excavated level, and material type, number, and vertical provenience (depth below surface and stratum association where applicable) for all artifacts recovered from the level. A stratigraphic profile will be drawn for at least one wall of each test excavation unit.

Sediments excavated for purposes of cultural resources investigation will be screened through 1/8-inch mesh, unless soil conditions warrant ¼-inch mesh.

All prehistoric and historic artifacts collected from the surface and from probes and excavation units will be analyzed, catalogued, and temporarily curated. Ultimate disposition of cultural materials will be determined in consultation with the federal/state agencies (if any), DAHP, City of Puyallup and the affected tribes.

At the conclusion of the subject fieldwork, a technical report describing any and all monitoring and resultant archaeological excavations will be provided to the Project Manager/contractor, who will forward the report for review and delivery to the city, the federal/state agencies (if any), DAHP, and the affected tribes.

If assessment activity exposes human remains (burials, isolated teeth, or bones), the process described in Section 5 will be followed.

#### **Section 6. PROCEEDING WITH WORK**

Work outside the discovery location may continue while documentation and assessment of the cultural resources proceed. A professional archaeologist must determine the boundaries of the discovery location. In consultation with the city, DAHP and any affected tribes, the Project Manager and property owner will determine the appropriate level of documentation and treatment of the resource. If there is a federal nexus, Section 106 consultation and associated federal laws will make the final determinations about treatment and documentation.

Work may continue at the discovery location only after the process outlined in this plan is followed and the Project Manager/contractor, property owner, DAHP, any affected tribes, and the city (and the federal and/or state agencies, if any) determine that compliance with state and federal law is complete.

#### **Section 7. PROJECT MANAGER/CONTRACTOR/OWNER RESPONSIBILITY**

The Project Manager/contractor/applicant and/or property owner is responsible for developing an IDP. A draft IDP shall be provided to city staff during the site development permitting (civil) stage. The IDP must be immediately available onsite, be implemented to address any discovery, and be available by request by any party. The Project Manager/contractor, property owner or owner's representative, and City of Puyallup staff will review the IDP during the project pre-construction meeting.

**[Click here for artifact photos.](#)**

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**CERTIFICATION**

PROJECT TITLE:

PROJECT PERMIT ID:

PROJECT MANAGER/CONTRACTOR:

I hereby state that I am the Project Manager/Contractor contact listed above, and certify that I have read and will abide by the stipulated requirements of this Inadvertent Discovery Plan (IDP), as stipulated herein.

Signature of Project Manager/Contractor

\_\_\_\_\_  
Date \_\_\_\_\_