

Mon 6/20/2016 11:19 AM

Good morning,

INDOT's Cultural Resources Office has begun implementation of IN SCOPE, INDOT's Section 106 electronic coordination website. IN SCOPE will be used to post all Section 106 documents for INDOT and LPA projects. IN SCOPE is intended to reduce the environmental footprint associated with Section 106 documentation, minimize administrative costs, while also improving and facilitating consulting party and public access to Section 106 documents. IN SCOPE is located here: <http://erms.indot.in.gov/Section106Documents/>.

Please find attached the IN SCOPE Guidance Document dated June 2016. The IN SCOPE Guidance Document provides instructions for consultant registration to use IN SCOPE and post documents. For consultants participating in Section 106 coordination and completing Section 106 documentation, please familiarize yourself with the IN SCOPE Guidance Document.

If you have any questions concerning IN SCOPE, please direct those to Patrick Carpenter at 317-233-2061 or [pacarpenter@indot.in.gov](mailto:pacarpenter@indot.in.gov).

Thank you,

Patrick Carpenter

Section 106 Specialist, Cultural Resources Office

Environmental Services

Indiana Department of Transportation

100 N. Senate Ave., IGCN-RM-N642

Indianapolis, IN 46204-2216

317-233-2061

Peterson, Staffan (INDOT) [stpeterson@indot.IN.gov](mailto:stpeterson@indot.IN.gov)

Tue Mar 6 11:55:42 EST 2012

• Messages sorted by: [ date ] [ thread ] [ subject ] [ author ]

Good morning. We have these announcements from INDOT Environmental Services:  
Cultural Resources Office:

Landowner notification

A reminder to archaeologists and historians: as stated in the INDOT Notice of Entry Letter, an attempt must be made to notify the landowner before entering private property; also, safety vests are required when performing work for INDOT.

Consultant contact with SHPO

INDOT Cultural Resources Office again reminds consultants to not contact DHPA/SHPO on behalf of FHWA/INDOT without prior coordination with INDOT CRO.

Consultation with Tribes

Authority to initiate or carry out any Sec. 106 consultation with tribes has not been delegated to FHWA/INDOT consultants. If you are contacted by a tribe, please do not consult but instead contact our office for guidance. If you are already working with tribes on behalf of FHWA outside of this restriction please contact CRO for further guidance.

New ACHP guidance on efforts to identify historic properties

The ACHP released new guidance to Section 106 users on meeting the regulatory requirement that federal agencies make a "reasonable and good faith effort" to identify historic properties as part of the Section 106 process. The guidance sets forth criteria the ACHP will use when it is asked to provide its advisory opinion on whether a specific identification effort was both reasonable in terms of intensity and scale, and carried out in good faith through its development and execution. The document can be found on the ACHP's website at [http://www.achp.gov/docs/reasonable\\_good\\_faith\\_identification.pdf](http://www.achp.gov/docs/reasonable_good_faith_identification.pdf).

Staffan D. Peterson, Ph.D.  
Manager, Cultural Resources Office  
Environmental Services  
Indiana Department of Transportation  
100 N. Senate Ave., IGCN, Room N642  
Indianapolis, IN 46204  
Office:317-232-5161  
Mobile:812-679-9514  
stpeterson at indot.in.gov

**Lawrence, Ben** [BLAWRENCE at indot.IN.gov](mailto:BLAWRENCE@indot.IN.gov)

*Mon Sep 19 09:12:49 EDT 2011*

- Previous message: [\[Environmentalservices\] Environmental Services Update, September 6, 2011](#)
- **Messages sorted by:** [\[ date \]](#) [\[ thread \]](#) [\[ subject \]](#) [\[ author \]](#)

---

Good morning! We have several items for you today from the Environmental Policy Office of INDOT Environmental Services.

**Additional Early Coordination Request:** We would appreciate it if you could include a "cc" list on all early coordination letters. This helps verify that all appropriate stakeholders are being contacted, and can cut down on redundant or conflicting responses from different agencies.

**Section 4(f) for Reacquired Right of Way:** We have had further discussions with the Federal Highway Administration regarding applicability of Section 4(f) to reacquisition of apparent right of way. As a result, we need to

revise our policy on how to handle those situations. When it is necessary to reacquire land from a property which is eligible for the National Register of Historic Places, Section 4(f) will apply, although in most cases a de minimis finding will be appropriate. When it is necessary to reacquire land from a publicly-owned recreational property, you should take a look at the usage of the affected acreage. In most cases the area to be reacquired will not be in recreational use, and Section 4(f) will not apply. Please feel free to contact us for project-specific interpretations.

Ben Lawrence, PE  
Environmental Policy Manager  
Environmental Services  
Indiana Department of Transportation  
V: 317-233-1164 F: 317-233-4929

**Hilden, Laura** [lhilden at indot.IN.gov](mailto:lhilden@indot.IN.gov)

*Fri May 20 12:25:12 EDT 2011*

- Next message: [\[Environmentalservices\] INDOT HazMat Team Lead posted](#)
- **Messages sorted by:** [\[ date \]](#) [\[ thread \]](#) [\[ subject \]](#) [\[ author \]](#)

---

Greetings! One announcement today, in response to questions from multiple sources, about the heavily restricted use of Google Earth and Google Maps in INDOT documents. We're concurrently providing this interim guidance to our legal group for review, and we'll revise it if necessary.

\*\*\*\*\*

#### Appropriate Use of Google Earth and Google Maps for INDOT Projects

In general, Google Maps (and other related online spatial content such as Bing Maps, Yahoo Maps, etc.) are appropriate for simple searches, driving directions and uses that are not printed/published material. Examples of printed or published material include using a copy of a map in an electronic or printed document (ex. Waters Report, CE Document, Historic Property Report, etc.), a poster, electronic or printed communication and other similar uses. Per Google's "Permission Guidelines for Google Maps and Google Earth," ([www.google.com/permissions/geoguidelines.html](http://www.google.com/permissions/geoguidelines.html)<<http://www.google.com/permissions/geoguidelines.html>>) Google does not permit most static, extracted or copied versions of their maps without licensing for those specific uses. In addition, unless a licensed copy of Google Earth has been purchased for business use, its use is prohibited on State computers.

The only situation in which a map from Google could be used in a print publication is if the material was derived from a purchased/licensed copy of Google Earth, in which case, it would need to be noted in the attribution that the data was derived from a licensed copy of Google Earth. This would apply only to consultant derived material, as there are no known instances of the State participating in any single use or enterprise licensing from Google at this time.

There is a "Special Use Cases" caveat in Google's guidelines for "contractors' or environmental consultants' reports," however, the stipulation that they impose on this specific use eliminates it from INDOT projects falling under this "Special Use Case." The last sentence states:

"You may not extract Content for derivative uses that do not relate to the products, such as for further editing within another drafting, desktop publishing, or GIS application."

Since maps are typically used as part of a larger document, and often with added notation to the maps to indicate site specific information, INDOT's use would no longer qualify under this "Special Use Cases."

As alternatives, ESRI, the State's GIS software standard, has several software and web options for use, including ArcExplorer ([www.esri.com/software/arcgis/explorer](http://www.esri.com/software/arcgis/explorer)), with a variety of data sources, including the State GIO Library of GIS Data. The IndianaMap ([indianamap.org](http://indianamap.org)) also has online mapping software to use with their extensive database of spatial information, most of which is also available for download. In addition, the GIO SharePoint Site is a one stop shop for templates, Agency server connections, layer (.lyr) files and other GIS news and events ([myshare.in.gov/gis](http://myshare.in.gov/gis)). Please note that proper attribution as to the source of data used should be included in every map document.

This information is being provided as general guidance and is based on interpretation of the end user agreements for the respective websites. Please consult the end user agreements and permissions for any websites that are used for further information and specific legal limitations of data usage.

\*\*\*\*\*

**Lawrence, Ben** [BLAWRENCE at indot.IN.gov](mailto:BLAWRENCE@indot.IN.gov)

*Wed Mar 2 15:18:14 EST 2011*

- **Messages sorted by:** [\[ date \]](#) [\[ thread \]](#) [\[ subject \]](#) [\[ author \]](#)

---

Good afternoon. We have two items for you today.

Environmental Services

Consultant Submittal Evaluations: Design Memoranda 11-03 and 11-04 Technical Advisories, both regarding the Consultant Performance Evaluation Manual, have been posted on the Department website at:

<http://www.in.gov/dot/div/contracts/standards/memos/memos.html>

The Evaluation Manual has been posted here:

<http://www.in.gov/dot/div/contracts/standards/memos/2011/1104-ta.pdf>

Please note that the Consultant Performance Evaluation scores may be used for scoring responses to RFPs, and may affect prequalification status. If you have any questions about the process, they may be directed to Laura Hilden, Ben Lawrence, Staffan Peterson or Nathan Saxe. If you have questions about the review of a particular submittal, please contact the reviewer directly.

## Environmental Policy

MPO Early Coordination: This is a reminder that you should include the Metropolitan Planning Organization (MPO) in your early coordination for all projects within their boundaries. We understand there have been a few projects recently where the MPO was missed.

If you have any questions about this item, please contact Ben Lawrence at [blawrence at indot.in.gov](mailto:blawrence at indot.in.gov).

**Lawrence, Ben** [BLAWRENCE at indot.IN.gov](mailto:BLAWRENCE at indot.IN.gov)

*Thu Jan 13 08:09:25 EST 2011*

## Cultural Resources Section

This is a reminder that consultants working on FHWA/INDOT projects must follow all DHPA guidelines for Phase 1a survey. In particular, any decisions about survey and testing must recognize and document the type of disturbance, surface visibility, and survey conditions:

- 1) The new DHPA guidelines for shovel probing state that probes should extend into "undisturbed soils," or else to a maximum depth of 50 cm. Archaeologists working on FHWA/INDOT shall interpret "undisturbed soils" to mean sterile subsoil.
- 2) "Residential use" is not a type of ground disturbance, and is not by itself an adequate reason to avoid shovel probing an area.
- 3) DHPA guidelines for Phase Ia surface survey require both adequate surface visibility and adequate survey conditions for detecting archaeological sites. Survey conditions are inadequate when "cultural materials would not be expected to be readily exposed on the surface" (typically the case in unplowed, freshly plowed, or no-till fields). If surface visibility and survey conditions are not both adequate, then "shovel probing must be employed."

If in doubt, please contact Mr. Shaun Miller for guidance at [smiller at indot.in.gov](mailto:smiller at indot.in.gov) <mailto:[smiller at indot.in.gov](mailto:smiller at indot.in.gov)> .

**Peterson, Staffan (INDOT)** [stpeterson at indot.IN.gov](mailto:stpeterson at indot.IN.gov)

*Thu Mar 4 14:42:35 EST 2010*

- **Messages sorted by:** [\[ date \]](#) [\[ thread \]](#) [\[ subject \]](#) [\[ author \]](#)

---

Hello - INDOT OES has the following updates. The first concerns changes in the documentation for 4(f). The second contains a clarification of

earlier guidance on the use of the Historic Property Short Report. The final is an a release of the draft Project Development Process (PDP) for historic bridges, and an invitation to review and comment by March 23, 2010. Please direct any comments or questions to the contact listed within each update.

Thank You,

Staffan Peterson

---

4(f) Documentation Change: At the request of the Federal Highway Administration, all environmental documents with any 4(f) involvement should now be managed as a CE-4. This is a change from the previous policy, under which projects with de minimis or programmatic evaluations could proceed as a CE-3 document. As a result, it is no longer necessary to produce stand-alone 4(f) documents for those projects. The necessary information may be included in the text of the CE, and turned in for review at the time of environmental document submittal. However we do encourage you to seek a preliminary review and concurrence on the type of 4(f) evaluation to pursue. This can save surprises late in project development when the project timeline may be tighter.

This change only applies to documents which have not yet received 4(f) approval. If you have a project which has already been reviewed and approved, it is not necessary to rewrite or resubmit that portion of the document again. If you have any questions about this change, please contact Ben Lawrence at 317-233-1164 or [blawrence@indot.in.gov](mailto:blawrence@indot.in.gov) <mailto:[blawrence@indot.in.gov](mailto:blawrence@indot.in.gov)> .

---

### Historic Property Report Guidance

The Cultural Resources Section would like to make a clarification to the updated historic property report guidance announced on this listserve on February 11, 2010. We have reworded the guidance to be sure it is understood that we are not intending to ignore historic properties that are less than 50 years of age (i.e., eligible under National Register Criteria Consideration G).

The guidance has been updated and the additions are provided in all caps below.

In addition to the scenarios currently described in the Cultural

Resources Manual, an abbreviated historic property report may be prepared under the following circumstances:

\*The only above-ground resource fifty years old or older within the APE is a bridge that has been evaluated in the latest historic bridge inventory.

\*The only above-ground resource fifty years old or older present within the APE that warrants at least a Contributing rating in the Indiana Historic Sites and Structures Inventory system is a bridge that has been evaluated in the latest historic bridge inventory. (If resources other than the bridge warrant at least a Contributing rating, or if a property is less than 50 years old but meets National Register Criteria Consideration G (properties that have achieved significance within the last fifty years), a full report must be prepared in order to properly evaluate those resources).

\*The only above-ground resource fifty years old or older within the APE is a property that is listed in the National Register of Historic Places.

\*The only above-ground resource fifty years old or older present within the APE, that warrants at least a Contributing rating in the Indiana Historic Sites and Structures Inventory system is a property that is listed in the National Register of Historic Places (If resources other than the National Register listed property warrant at least a Contributing rating, or if a property is less than 50 years old but meets National Register Criteria Consideration G (properties that have achieved significance within the last fifty years), a full report must be prepared in order to properly evaluate those resources).

Please note that some properties less than fifty years old may be eligible or listed on the National Register of Historic Places under National Register Criteria Consideration G (properties that have achieved significance within the last fifty years).

In the text of the report, the following considerations should be given:

\*For bridges evaluated in the latest historic bridge inventory, provide appropriate references to the inventory and the recommendations made in the inventory.

\*For properties listed in the National Register of Historic Places, provide appropriate references to when the property was listed and under what criterion. Provide a brief analysis of whether maintenance of the National Register listing is appropriate.

This new guidance will be included in an updated Cultural Resources Manual, to be released later this year.

If you have any questions about this particular item, please contact Mary Kennedy at [mkennedy at indot.in.gov](mailto:mkennedy@indot.in.gov) <mailto:[mkennedy at indot.in.gov](mailto:mkennedy@indot.in.gov)> .

Peterson, Staffan (INDOT) [stpeter@indot.in.gov](mailto:stpeter@indot.in.gov)  
Thu Feb 11 15:46:24 EST 2010

We have one update for you today from the Office of Environmental Services:

#### Cultural Resources

The Cultural Resources Section is pleased to announce updated historic property report guidance to aid in streamlining the Section 106 process. This guidance, which outlines new circumstances under which a short format historic property report can be produced, is due in part to consultant feedback and in anticipation of the finalization of the Indiana Historic Bridge Inventory project and full implementation of the Historic Bridge Programmatic Agreement. In addition to the scenarios currently described in the Cultural Resources Manual, an abbreviated historic property report may be prepared under the following circumstances:

- \* The only above-ground resource fifty years old or older within the APE is a bridge that has been evaluated in the latest historic bridge inventory.
- \* The only above-ground resource fifty years old or older present within the APE that warrants at least a Contributing rating in the Indiana Historic Sites and Structures Inventory system is a bridge that has been evaluated in the latest historic bridge inventory. (If resources other than the bridge warrant at least a Contributing rating, a full report must be prepared in order to properly evaluate those resources).
- \* The only above-ground resource fifty years old or older within the APE is a property that is listed in the National Register of Historic Places.
- \* The only above-ground resource fifty years old or older present within the APE that warrants at least a Contributing rating in the Indiana Historic Sites and Structures Inventory system is a property that is listed in the National Register of Historic Places (If resources other than the National Register listed property warrant at least a

Contributing rating, a full report must be prepared in order to properly evaluate those resources).

In the text of the report, the following considerations should be given:

\* For bridges evaluated in the latest historic bridge inventory, provide appropriate references to the inventory and the recommendations made in the inventory.

\* For properties listed in the National Register of Historic Places, provide appropriate references to when the property was listed and under what criterion. Provide a brief analysis of whether maintenance of the National Register listing is appropriate.

This new guidance will be included in an updated Cultural Resources Manual, to be released later this year.

If you have any questions about this particular item, please contact Mary Kennedy at [mkennedy@indot.in.gov](mailto:mkennedy@indot.in.gov)

**Lawrence, Ben** [BLAWRENCE at indot.IN.gov](mailto:BLAWRENCE@indot.IN.gov)

*Fri Jan 22 07:39:32 EST 2010*

---

Good morning! We hope everyone's new year is off to a good start. We have three updates for you today from the Office of Environmental Services:

Cultural Resources

Archaeological Short Report: In an effort to reduce time and paper, the DHPA archaeological staff, with the assistance of the INDOT CRS archaeological staff, has developed an Archaeological Short Report format. This format may be used for archaeological records checks and Phase Ia Reconnaissance regardless of acreage provided that no previously recorded sites are present and that no new sites are found. Further guidance and the form itself are at:

<http://www.in.gov/indot/3335.htm>

If you have any questions, please contact Staffan Peterson at [stpeterson@indot.in.gov](mailto:stpeterson@indot.in.gov).

**Allen, Michelle** [MBALLEN at indot.IN.gov](mailto:MBALLEN@indot.IN.gov)

*Thu Dec 10 12:42:58 EST 2009*

-INDOT OES - Cultural Resources Section requests that practitioners no longer contact DHPA in regard to review timelines or schedules for INDOT projects but instead to direct such inquiries to CRS. Please contact Mr. Shaun Miller <mailto:[smiller at indot.in.gov](mailto:smiller@indot.in.gov)> for questions regarding archaeological documents and Mr. Patrick Carpenter <mailto:[pcarpenter at indot.in.gov](mailto:pcarpenter@indot.in.gov)> regarding historical documents, or Mr. Staffan Peterson <mailto:[stpeterson at indot.in.gov](mailto:stpeterson@indot.in.gov)> with any other inquiries.

**Allen, Michelle** [MBALLEN at indot.IN.gov](mailto:MBALLEN@indot.IN.gov)

*Wed Aug 12 14:31:22 EDT 2009*

Cultural Resources:

It has been brought to our attention that occasionally consulting parties are not always copied when consultants communicate with SHPO. Please remember to keep Consulting Parties abreast of any changes in the project. The goal is to keep Consulting Parties involved as decisions are being made, not after they are made. This includes responses to SHPO comments or other substantive discussions with SHPO. Please see p. 28 of the INDOT Cultural Resources Manual for additional guidance on this topic. The manual can be found on the INDOT Cultural Resources website at <http://www.in.gov/indot/3335.htm>.

**Saxe, Nathan** [nsaxe at indot.IN.gov](mailto:nsaxe@indot.IN.gov)

*Wed Jan 28 11:45:03 EST 2009*

Cultural Resources

Section 106 Tips and Reminders:

- Feel free to run any correspondence and documents related to the process by the INDOT Cultural Resources Section for review before sending them out. INDOT-CRS review of certain items first, such as historic property and archaeology reports, is required, but we are always available to provide comments on other documents as the process unfolds. We try to provide input on how to make the review as smooth as possible.
- Always clearly inform INDOT-CRS and the SHPO which consulting parties are receiving the information for review either through a cc list on the letter or an attachment of names of all parties that received the information.
- All correspondence should clearly indicate the current step of the Section 106 process. If you would like INDOT-CRS, the SHPO, and/or consulting party comments on an APE,

eligibility determinations, or effect (or even all three in one submission on simple projects), the letter should ask for comments on those specific items.

- Public notices to fulfill Section 106 public involvement requirements should state the appropriate agency undertaking the project, either INDOT or the LPA. Notices for LPA projects should not state that INDOT is undertaking the project. We realize the public notice template in the Cultural Resources Manual might not be clear on this point, and it will be revised in 2009.
- The contact person for public notices should be the consultant conducting the Section 106 process. INDOT-CRS or the District environmental sections should not be listed unless you have arranged with these offices first for them to be the contact person. The contact person should be someone familiar with the project that is able to answer questions related to the Section 106 process.