



SAN JUAN COUNTY
Community Development & Planning

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TO: Community Development and Planning Staff
FROM: Francine Shaw, Interim Director
CC: Commissioner Darcie Nielsen, Chair
Commissioner Rhea Miller
Commissioner John Evans
DATE: December 3, 2004
RE: Policy and Procedures for Implementation of Unified Development Code
Archaeological Development Standards

This policy is rescinded due to the conflict it creates with the SJC MOU with the State of Washington and SJC 18.60.210 Erika Shook, DCD Director January 30, 2018

Effective today the following policy shall be used to guide implementation of archaeological development standards and procedures found in Sections 18.50.050 and 18.60.210 of the Unified Development Code.

1. If new development is to occur on a known archaeological site that has been previously excavated, graded, and/or developed prior to the adoption of Sections 18.50.050 and 18.60.210 of the Unified Development Code, then judgement must be used when determining whether to require hiring of an archaeological assessment. Please see items 2 through 7 below.
2. Many parcels are located partially within and partially outside a known archaeological site. In the event development is proposed on a parcel with this characteristic and the development is proposed to be located outside the area of known archaeological significance, then a modified letter of inadvertent discovery shall be sent to the property owner and the owner's authorized agent. In the event archaeologically significant items are discovered during development, all development must stop and the San Juan County Community Development and Planning Department shall be contacted for further assistance. However, if the proposed development is located inside the area of known significance, then items 3 through 7 below apply.
3. If new development is to occur on a known archaeological site that has been previously excavated, graded, and/or developed roughly in the same footprint, a modified letter of inadvertent discovery shall be sent to the property owner and the owner's authorized agent. The modified letter of inadvertent discovery shall identify that the proposed excavation, grading and/or development is located within a site of known archaeological significance and that all development must stop if archaeologically significant items are inadvertently disturbed or discovered.

4. If new excavation, grading and/or development is proposed to occur on a known site that has been previously excavated, graded, and/or developed but includes a significantly larger area of development than what has previously existed, then judgement must be used when determining whether to require hiring of an archaeological assessment. Please see items 3 and 4.
5. If the site has never been disturbed, then an archaeologist must be hired to prepare an assessment of the site prior to any site disturbing activity takes place. Should the assessment decide that archaeologically significant remains are likely to be present, then an archaeologist must be on site when the ground is disturbed to assure that all mitigating measures identified in the assessment are met.
6. If the site has never been disturbed, and an archaeologist determines that archaeologically significant remains are not likely to be present, then a modified letter of inadvertent discovery shall be sent to the property owner and the owner's authorized agent. In the event archaeologically significant items are discovered during development, all development must stop and the San Juan County Community Development and Planning Department shall be contacted for further assistance.
7. If the development request is on a previously disturbed site and is minimal in size, such as a handicap parking pad, a pit toilet or similar small scaled project, then a simple modified letter of inadvertent discovery shall be sent to the property owner and the owner's authorized agent. In event archaeological significant items are discovered during development, all development must stop and the San Juan County Community Development and Planning Department shall be contacted for further assistance.