

# Cultural Resource Management Training Manual

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**HART**  
**Historical & Archaeological Resources Training**

**Location: Florida Public Archaeology Network offices at the historic  
L&N Marine Terminal  
207 East Main Street  
Pensacola, FL 32591  
[www.flpublicarchaeology.org](http://www.flpublicarchaeology.org)**

December 4, 2007

**Presented by:**

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**Florida Bureau of Archaeological  
Research**

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**Florida Public Archaeology Network**

10:00–10:15 – Introduction of Staff and Participants

Learning Objectives:

- To learn names and faces
- To define the objective of the training

10:15–11:00 – Cultural Resource Management

Learning Objectives:

- Recognize the nature of cultural resources
- Understand how archaeological and historic sites are used to gain knowledge about history and prehistory
- Discuss the importance of preservation of cultural resources
- Learn the difficulties associated with resource protection and conflicting public needs
- Review and discuss archaeological and historic preservation law

11:00–11:30 – Role of the Division of Historical Resources

Learning Objectives:

- The Bureau of Archaeological Research and the Bureau of Historic Preservation: who are they and what do they do
- DHR programs – PLA Archaeology Program, Historic Preservation Grants-in-Aid, National Register of Historic Places, Florida Landmarks
- Understand the function and organization of the Site File to help manage sites
- DHR compliance review process

11:30–1:00 – Lunch (on your own) and opportunity for networking

1:00–1:45 – Archaeology and the Law

Learning Objectives:

- Go over the main points of Chapters 267 and 872, Florida Statutes
- Share information about local and county ordinances protecting cultural resources
- Discuss the pervasiveness of the problem of looting
- Learn how to detect possible archaeological resource crimes and violations
- Legal updates

1:45-2:30 – Helping to Preserve the Past

Learning Objectives:

- Documenting sites
- Nominating sites to the National Register and designating as a State Archaeological Landmark
- Funding opportunities
- Incorporating public access
- Best management practices for cultural sites
- Economic impact of historic preservation

2:30-3:00 – Local Organizations for Assistance

Learning Objectives:

- What organizations and agencies exist to assist county and municipal governments in protecting cultural resources
- The Florida Public Archaeology Network – An Introduction and Overview
- Information on Certified Local Government (CLG) status

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**Division of Historical Resources**  
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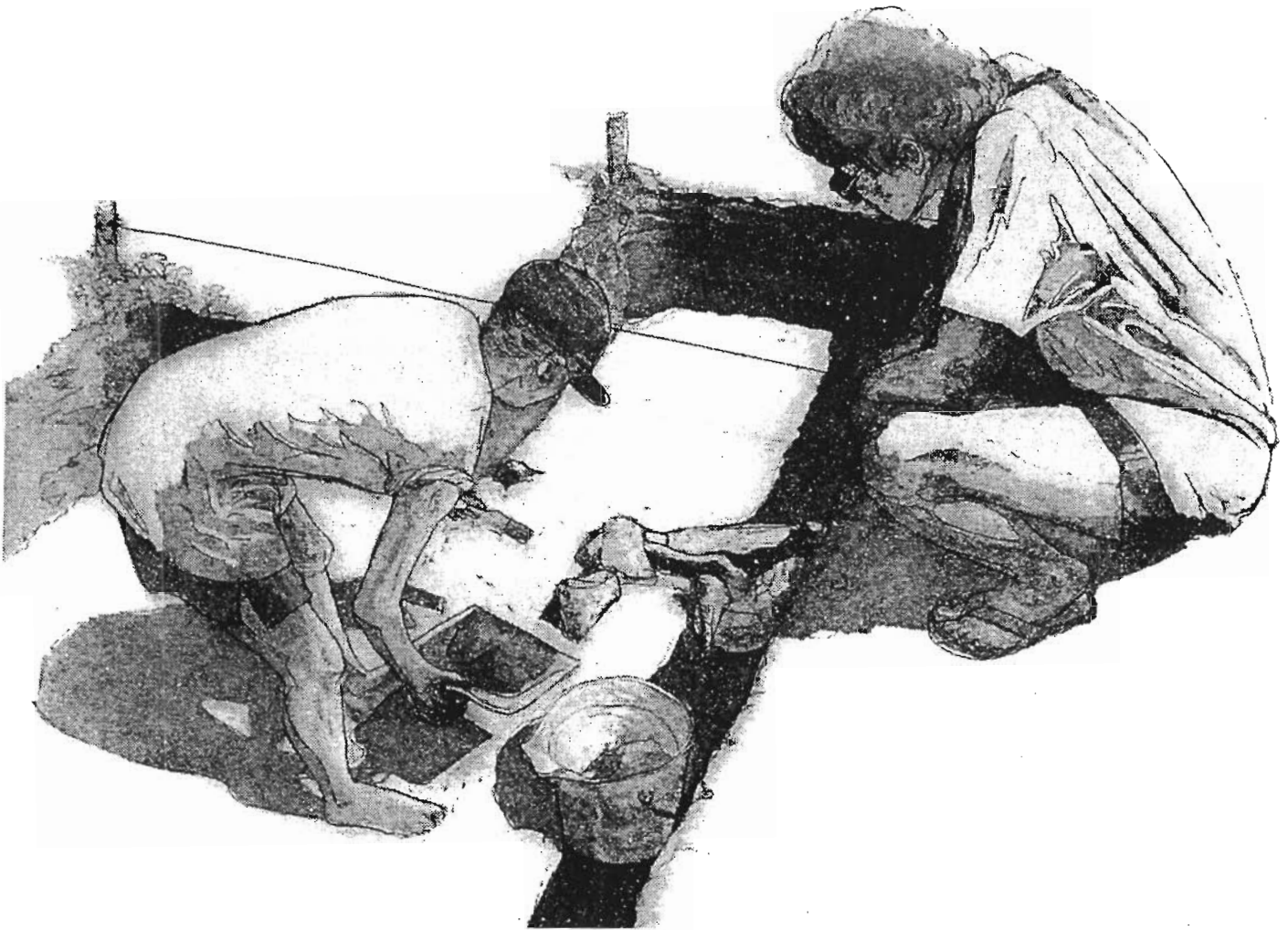
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For more information such as email addresses please visit  
[www.flheritage.com/contact/people.cfm](http://www.flheritage.com/contact/people.cfm)

# FLORIDA ARCHAEOLOGY

An Overview



Florida  
Anthropological Society

## Acknowledgements

The Florida Anthropological Society would like to thank the hundreds of volunteers who worked thousands of hours to make Florida Archaeology Month a huge success. And also to thank the co-sponsors, the Florida Archaeological Council and the Florida DEP, Division of Recreation and Parks.

The following have contributed to the writing of this booklet (with the help of many others):

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Cover art work by Vera Zimmerman.

## WHAT IS ARCHAEOLOGY?

Archaeology is the study of the human past by analysis of the material remains. It is a branch of anthropology, the study of humankind's many cultures and societies from a bio-cultural perspective. But unlike other anthropologists, archaeologists usually cannot observe the behavior of the people they study, and must reconstruct the past using the artifacts and other evidence left behind. Archaeology investigates the human past — in Florida human occupation spans the time from the arrival of the first people, about 13,000 years ago, to the present.

## METHODS

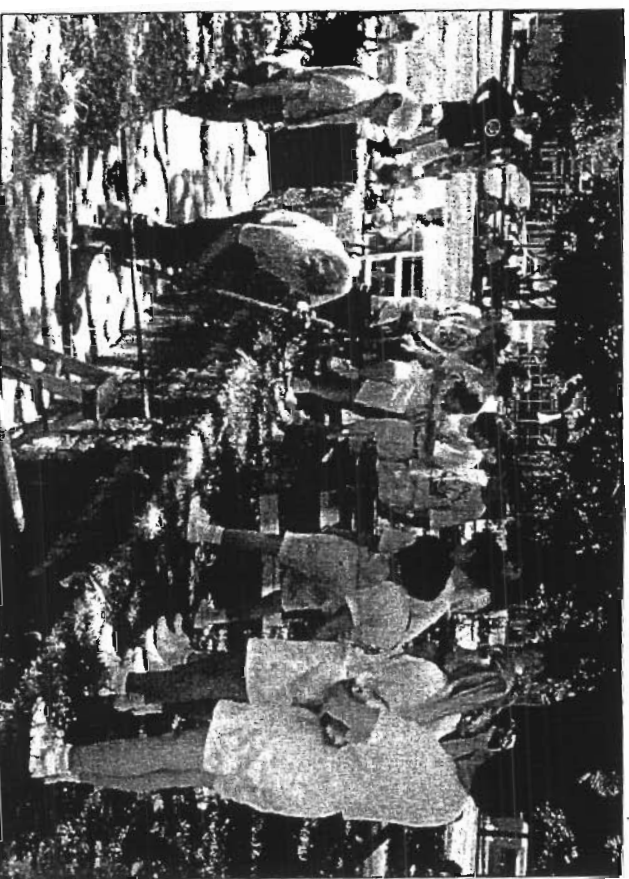
Many people collect stone tools, pottery, or other artifacts made by prehistoric Native Americans. But archaeologists do much more than this. More important than the artifact itself are the pieces of information about it (size, shape, material, etc.) and its context (how deep, next to what other artifacts or ecofacts, etc.). When archaeologists dig they look for other signs of human activity such as filled-in garbage pits or dark circles indicating where posts were once placed in the ground. They collect other materials, such as tiny animal bones or charred seeds, which might indicate diets or past environments. They excavate extremely slowly so as not to destroy small clues, carefully recording soil colors and exact locations of every item, drawing and photographing everything as they dig. For every hour of digging archaeologists must spend up to 10 hours for processing the materials and information. In the laboratory artifacts are washed, sorted, classified, numbered, and recorded on tables that show where they were found; microscopic animal and plant remains are identified; maps are made; and information is entered into computer programs. Charcoal and other remains are preserved for radiocarbon dating.

## GOALS

The goals of all this painstaking work are several. First we want to reconstruct past human lifeways. Second, we want to understand the processes of culture: why do people change or stay the same? Why do people begin the hard work of crop production if it is easier to make a living gathering wild foods? How do societies change from simple small bands of related people moving around the land-



Students waterscreen for artifacts at the edge of a partially submerged shell mound on the Apalachicola River.



Public archaeology in downtown Pensacola during the “Children’s Court” of the Fiesta of Flags. The Fiesta highlights the five nationalities that have claimed Pensacola: Spain, France, Great Britain, the Confederate States, and the United States.

scape to highly organized chiefdoms with just a few wealthy and powerful people in charge?

Another goal is to encourage preservation of the remains of the past, not only to see how earlier Americans used and enjoyed this land we now inhabit, but also to see if their successes and failures might have any lessons for us today. This booklet aims to describe some of the human past as archaeologists have uncovered it in Florida. We wish to help you learn more about the people of the past and the artifacts they left behind. More important, we hope to encourage you to help preserve the sites and information from our rich cultural heritage.

### **A Brief History of Florida Archaeology**

Even the early European explorers who touched Florida’s shores noted that the Indians they encountered built artificial mounds, or “mounds” as they came to be called in the documents, on which the houses of the chiefs were placed, the explorers supposed, for purposes of defense. To later travelers, such as the noted naturalist William Bartram, Florida’s Indian mounds, by then long abandoned, and earthworks and other features built by the Indians were sources of great curiosity and wonder, as reflected in this famous description of the Mount Royal site on the St. Johns River by Bartram in 1774:

But what greatly contributed towards completing the magnificence of the scene was a noble Indian highway, which led from the great mound, on a straight line, three quarters of a mile . . . it was terminated by palms and laurel magnolias, on the verge of an oblong artificial lake, which was on the edge of an extensive green level savanna. The grand highway was about fifty yards wide, such a little below the common level, and the earth thrown up on each side, making a bank about two feet high. Neither nature nor art could anywhere present a more striking contrast, as you approached this savanna.

### **Early Excavations**

This early curiosity about Florida archaeological sites led to little more than speculation about the customs and lifeways of Florida’s aboriginal inhabitants, as there is evidence of only a few minor

archaeological investigations before the late 1860s. In fact, by this time a debate had grown as to whether or not the great shell heaps, such as those along the banks of the St. Johns River, were true archaeological sites or were instead the products of natural forces. The man most often credited for proving that the shell heaps were cultural in origin is Jeffries Wyman of Harvard's Peabody Museum, who, in the 1860s and 1870s, was the first to apply scientific methods to the systematic excavation of archaeological sites in Florida. Wyman, who had wide-ranging interests in anatomy, natural history, medicine, and paleontology, closely studied the layers of shell deposited within the heaps, noting the presence of pottery and other artifacts buried deeply below the surface.

The next major figure in Florida archaeology was Clarence Bloomfield Moore, a wealthy lawyer and amateur archaeologist from Philadelphia who, in three decades of winter excavations in the early 1890s, managed to excavate in whole or in part virtually every major burial mound of the St. Johns drainage and the Gulf coast from the Ten Thousand Islands to Mobile Bay. Important sites excavated by Moore include the Grant, Thursday, and Mount Royal mounds in the St. Johns area and the Crystal River, Yent, Pierce, and Green Point mounds on the Gulf coast. Luckily for future generations of Florida archaeologists Moore published many well-illustrated site reports, complete with plan view maps of the sites and profile drawings of excavated areas. The impact of Moore's work in Florida (and elsewhere in the Southeast) is felt to this day, as many of the intact pottery vessels and other artifacts excavated by him were later to become type specimens in more refined systems of archaeological classification.

Also around the turn of the century the muck at Key Marco on the southwest coast produced finds unsurpassed in the history of Florida archaeology. This is the famous "Court of the Pile Dwellers" site at Key Marco excavated in 1896 by Frank Hamilton Cushing. Cushing found beautifully preserved wooden artifacts, some used in everyday domestic activities, others probably of religious or ritual function. Domestic artifacts include wooden boxes, trays, bowls, mortars and pestles, and sections of woven fishing nets, some with wooden floats and shell weights still attached. Special artifacts include the famous carved and painted wooden masks, and wooden plaques, one painted with a very real likeness

of a woodpecker and some carved with stylized animal designs. It has been said with some truth that archaeologists from C.B. Moore to the present have searched, in vain, for another Key Marco.

Following the era of Moore, large scale excavations did not occur again with regularity until the 1930s, although the Smithsonian Institution undertook excavations at the Weeden Island mounds in 1923, directed by Dr. Jesse Fewkes. By the mid 1930s Florida had its first appointed state archaeologist (a position that turned out to be short-lived), operating under the State Conservation Department. In conjunction with the state archaeologist, emergency relief archaeological projects were undertaken with the Civil Works Administration and the Works Progress Administration, whose purpose was to employ large numbers of men in manual labor by excavating large archaeological sites on both the Atlantic and Gulf coasts.

### **Florida Archaeology Comes of Age**

By the late 1940s Florida archaeology had come of age. Major regional syntheses of archaeologically distinct geographical areas in Florida had been completed or were well underway, partly the result of new fieldwork being sponsored by Yale University and partly resulting from the analysis and interpretation of the large-scale excavations of the 1930s. Contributing to this explosion of archaeological knowledge was the new statewide archaeological survey program of the Florida Board of Parks and Historical Memorials (Florida Park Service), established in 1946 and directed by John W. Griffin.

In 1947 the Florida Anthropological Society was founded. This organization, which has regularly published the journal *The Florida Anthropologist* since 1948, now has over 600 members, drawn from the ranks of both professional and avocational archaeologists and the interested public.

By the early 1950s archaeologists were firmly entrenched in academic departments at the University of Florida and Florida State University, and students were receiving specific training in the problems of Florida archaeology.



Following abandonment of the Florida Park Service archaeological survey in 1953, the Florida State Museum (now the Florida Museum of Natural History) assumed a leading role in Florida archaeology, mostly through the efforts of Ripley Bullen, formerly an assistant Park Service archaeologist under Griffin, and William Sears, who had excavated the Kolomoki mounds in Georgia for the Georgia Department of State Parks.

### **Duties of the State Archaeologist**

With the enactment of Florida statutes in the late 1960s written specifically to protect archaeological sites on state lands, the need for a state archaeologist again became clear. This office was created in the 1970s within the Bureau of Historic Sites and Properties, Division of Archives, History, and Records Management, with L. Ross Morrell in the position of state archaeologist. After a period of bureaucratic reorganization, the State Archaeologist is now the chief of the Bureau of Archaeological Research, within the Division of Historical Resources, which is part of the Department of State. Duties of the State Archaeologist include compliance with chapters 267 (Florida Historical Resources Act) and 872 (Offenses Concerning Dead Bodies and Graves) of the Florida Statutes and the supervision of an archaeological staff who are engaged in site survey and excavation on state lands, and underwater archaeological survey.

### **Archaeology Mandated by Law**

Perhaps the most notable development in Florida archaeology in recent years is the dramatic growth of contract archaeology, which is the result of a host of federal, state, and local laws and ordinances designed to minimize or avoid the loss of archaeological knowledge due to construction or land development. A number of archaeological contracting firms are now on the scene, many of them staffed with archaeologists educated within the state university system. A major contribution of contract archaeology and cultural resource management (CRM) is the systematic survey of remote or little-studied regions of Florida, which has led to the recognition that prehistoric settlement patterns were more extensive and complex than previously had been thought. Most Florida universities now teach archaeology, as part of anthropology.

### **The Native American Indians in Florida's Past**

*(This article first appeared in Forum, published by the Florida Humanities Council, Fall 1992, and is used with their permission.)*

About 13,000 years ago what is now the state of Florida was first settled by Paleoindians, native American Indians whose ancestors had entered North America from eastern Asia during the Pleistocene era. Sea levels as much as 350 feet lower than present, the result of so much water being tied up in Ice Age glaciers, exposed a huge land bridge connecting Asia and northwestern North America. "Hunter gatherers" in search of game and other foods easily traveled across this land bridge, which was as wide as the distance from Orlando to New York City.

At the time of the Paleoindians those same lowered seas gave Florida a total land mass about twice what it is today. For instance, the Gulf of Mexico shoreline was more than 100 miles west of its present location. Florida was also drier than today. Many of our present rivers, springs, and lakes were not here, and even ground water levels were significantly lower. Plants were those that could grow in the dry, cool conditions; scrub vegetation, open grassy prairies, and savannahs were common.

Sources of water, so important to Paleoindians and to the animals they hunted for food, were limited. The Paleoindians sought water in deep springs, such as Warm Mineral Spring in Sarasota County, or at watering holes or shallow lakes or prairies where limestone strata near the ground surface provided catchment basins. Such limestone deposits are found from the Hillsborough River north through peninsular Florida into the panhandle. Most Paleoindian sites are located in this region, although sites have been found as far south as Dade County.

Today, with higher water levels, many of these catchment basins are flowing rivers, such as the Ichetucknee, Wacissa, and Chipola. Paleoindian camps with bone and stone weapons and tools, including distinctive lanceolate stone spear points, are found underwater at the bottoms of the rivers and at land sites nearby. Also found are bones of animals the Paleoindians hunted and butchered for food. Some of the animals became extinct shortly after the end of the Pleistocene. They include mastodon, mammoth, horse, camel, bison, and giant land tortoise.

After about 9000 B.C., as glaciers melted and sea levels rose, Florida's climate generally became wetter than it had been, providing more water sources around which the Paleoindians could camp. But as the sea rose, coastal areas were flooded and the Florida land mass was reduced. These new conditions may have influenced the later Paleoindians to practice a less nomadic life style and to maintain camps occupied for longer periods of time.

### The Archaic Stage Cultures

The tool kits of the Paleoindians were altered as the people adjusted to the changing environmental and social conditions. A wider variety of stone tools began to be used, and many of the stone points originally used to hunt large animals were no longer made. These changes were sufficient by 7500 B.C. for archaeologists to delineate a new culture, the Early Archaic.

The environment of the Early Archaic peoples was still drier than our modern climate, but wetter than it had been in earlier times. Early Archaic peoples continued to live next to wetlands and water sources and to hunt and gather wild foods. One remarkable site is the Windover site in Brevard County, which contains a shallow pond in which Early Archaic people interred their dead. Careful excavations revealed that about 7000 to 8000 years ago (5000-6000 B.C.) human burials were placed underwater in the peat in the bottom of the pond. The peat helped to preserve an array of normally perishable artifacts and human tissues, including brains that contain genetic material. Shark teeth and dog or wolf teeth were hafted with pitch for use as tools. Other tools — pins, points, and awls — were made from deer bone and antler, as well as from manatee and either panther or bobcat bone and bird bone. Also found were throwing stick weights made from deer antler. These were used with a hand-held shaft to help launch spears. Throwing stick probably had been used by Paleoindians. Bones from a number of animal species presumably eaten by the Windover people suggest that, like other Archaic populations, they utilized almost every meat source available to them. Wild plants found with the burials included prickly pear and gourd, the latter fashioned into a dipper.

A well-developed and sophisticated array of preserved cordage and fiber fabrics came from the Windover peat. Fibers taken from sabal palm, saw palmetto and other plants were used in twining and

weaving. The Early Archaic people of Florida, like the people that preceded them and those that would follow, had an assemblage of material items well suited to life in Florida.

After 5000 B.C. the climate continued warming, becoming more like modern conditions, which were reached about 3000 B.C. The period between 5000 and 3000 B.C. is known as the Middle Archaic. Middle Archaic sites are found in a variety of settings, some very different from those of the Paleoindians and Early Archaic periods, including, for the first time, along the St. Johns River and the Atlantic coastal strand. Middle Archaic peoples also were living in the Hillsborough River drainage northeast of Tampa Bay, along the southwest Florida coast, and in a few south Florida locales. Middle Archaic sites are found in large numbers in interior northern Florida. It is clear that populations were significantly larger than in earlier times and that a more settled lifestyle was present. The Middle Archaic peoples used a larger variety of specialized tools than their ancestors, perhaps a result of increased sedentism.

By ca. 3,000 B.C., the onset of the Late Archaic period, essentially modern environmental conditions were reached in Florida and expanding populations would soon occupy almost every part of the state. Wetland locales were heavily settled. Numerous Late Archaic sites are found all over Florida. Sites are typified by extensive deposits of mollusks shells, the remains of thousands of pre-Columbian meals. Shellfish and fish, both in marine and freshwater locales, were staples for many later native Floridians as well. Archaic populations probably lived all along the coasts, but many sites have been inundated by the sea rise that continued throughout the Archaic period. This is certainly true around Tampa Bay where dredging has found extensive inundated shell middens.

Slightly before 2000 B.C. the Late Archaic villagers learned to make fired clay pottery, tempering it with Spanish moss and palmetto fibers. Sites with fiber-tempered pottery, some associated with huge shell deposits, are distributed the length of the state from the panhandle to the Keys.

By the end of the Late Archaic period, 500 B.C., many new types of distinctive pottery were being made by regional groups, a phenomenon that allows archaeologists to define and study specific cultures. Often those cultures are named for modern geographical

landmarks where their remains were first recognized. In many instances we can trace, albeit incompletely, the histories of these cultures from 500 B.C. to the colonial period when their societies were first described by Europeans.

### Post-500 B.C. Regional Cultures

Regional cultures each tended to live within one major environmental or physiographic zone and each developed an economic base and other aspects of lifestyle that were well suited to life in that particular region. Over time, as populations grew and new ideas were developed, individual cultures changed.

Major changes occurred among the societies in the northern half of the state after A.D. 700 when corn agriculture was added to local economies. Although squashes, gourds and other plants earlier were grown in gardens, perhaps even in the Late Archaic, it was the extensive cultivation of corn and, later, beans which provided the people of north Florida with sustenance that allowed population expansion and new cultural developments.

Farming never became important in southern Florida. Instead the cultures of that area continued to rely on a host of wild resources as food — especially fish and shellfish and numerous plants. Even among farmers the collection of wild foods from hunting, gathering, and fishing continued to be an important economic pursuit.

By 500 B.C. the native societies of Florida were constructing mounds in which to inter their dead. Mounds, most made of sand, are found throughout the interior forests and coastal regions and extend into southern Florida. Villages had leaders who helped to coordinate communal activities, including the building of mounds and the performance of burial and other ceremonies. Villagers were organized into a number of lineages or clans, each of which probably had a name and distinctive paraphernalia or other symbols of membership.

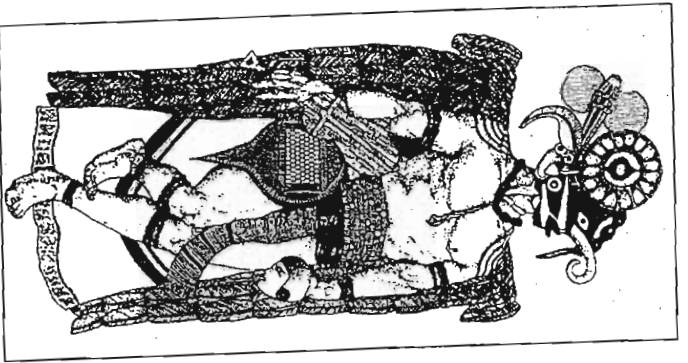
When a village grew too large for its residents to be supported easily by local resources, one or more lineages broke away, establishing a new village nearby. Traditions and shared lineage membership served to tie the old and new villages together and develop feelings of group identity. The appearance of corn agriculture after

A.D. 700 led to changes in lifestyles within the northern Florida regional cultures. Larger populations, a desire to understand and try to control such things as agricultural fertility and rainfall, and the need for more social cooperation in order to maintain fields and protect territory led to the development of more complex forms of political organization and new beliefs and ceremonial practices. Village leaders became chiefs and priests, who exercised control over people and who sought to bridge the gap between villagers and the supernatural. Often these chiefly and religious officials were associated with special objects and symbols, visible reminders of their power.

These precolumbian societies were rich in traditions and beliefs and they practiced lifestyles well adapted to life in their particular environment, whether the coast, an inland forest, or a freshwater wetland locale. It is these societies that Europeans first saw and wrote about in the sixteenth century. Those descriptions provide the names of specific groups and allow us to correlate precolumbian cultures known from archaeology with documented colonial period groups such as the Apalachee and the Calusa. There must have been hundreds of other groups, but most of their names were never written down and they are known only from their archaeological remains.

Who were some of these documented colonial period native groups and what were their precolumbian antecedents? In east and central Florida lived a number of Timucuan-speaking societies, groups such as the Saturiwa, Ufina, and Acuera. Their ancestral archaeological culture is called St. Johns, deriving its name from the river. The post-A.D. 700 St. Johns peoples and their colonial period descendants were farmers, but they also relied heavily on fish and shellfish. Remains of their villages once blanketed the shores of the lower St. Johns River and the Atlantic coastal lagoon. Sites also are found along the Oklawaha River and the lakes of central Florida, such as Lake Apopka.

Other Timucuan groups, also farmers, lived in the interior of northern Florida. Alachua County, for instance, was the home of the Potano, whose history can be traced back to A.D. 700 and the Alachua archaeological culture. To the north in Columbia, Suwannee, and Madison counties were groups known as the



The artist's conception of this masked dancer is based on an embossed copper plate from the Fort Walton culture (A.D. 1200-1400) found at Lake Jackson near Tallahassee. (Artist Theodore Morris)



Ceremonial pottery created by the Weeden Island culture between A.D. 200 - 800 is considered by many to be the finest pottery produced in the aboriginal Southeast. A wide range of human and animal forms are represented, such as this human effigy pot.

Aguacaleyquen, Napituca, and Yustaga, who shared a similar pre-columbian ancestry in the Weeden Island culture.

At one time, Weeden Island people lived across much of north and northwest Florida. They lived in villages built around plazas which at times were fronted with one or more earthen mounds. Villagers made ornate ceramic vessels decorated with an array of symbols important to their beliefs. Some of these same symbols, such as stylized bird motifs, were important to other Florida natives as well.

The largest and most politically complex of the colonial period groups was the Apalachee, who lived in the panhandle between the Aucilla and Ochlocknee rivers. Fertile lands in this region allowed the Apalachee and their precolumbian ancestors, the Fort Walton culture, to be the most successful farmers in Florida. Extensive cultivation of corn, beans, and squash supported large villages, many with truncated pyramidal mounds built as platforms on which to erect the temples and residences of chiefs and religious leaders. The Lake Jackson Mounds, a state park near Tallahassee, is one such Fort Walton site. The Apalachee spoke their own language, a Muskogean tongue quite different from Timucuan.

Around Tampa Bay, an estuary capable of supporting large populations, lived several related groups, all thought to be Timucuan speakers. The Ucita, Mocosso, and Pohoy lived on the southern and eastern shores of the bay and the Tocobaga were to the north on Old Tampa Bay. All of these groups were associated with the Safety Harbor archaeological culture which is distributed along the coast and adjacent inland areas from Charlotte Harbor to the Withlacoochee River in Citrus County. Although the people living next to Tampa Bay did not grow corn, their relatives immediately to the north did.

Safety Harbor sites, some with huge heaps of shellfish as well as mounds and village areas, once dotted the shoreline of Tampa Bay. But many of the sites were destroyed around the turn of the century when the shell was mined to build roads. Today only a few of these large sites remain, such as the one at Madira Bickel State Park.

The lifestyles of the various regional cultures of southern Florida also were well established by 500 B.C., the end of the Late Archaic period. Although some beliefs and symbols were shared with the

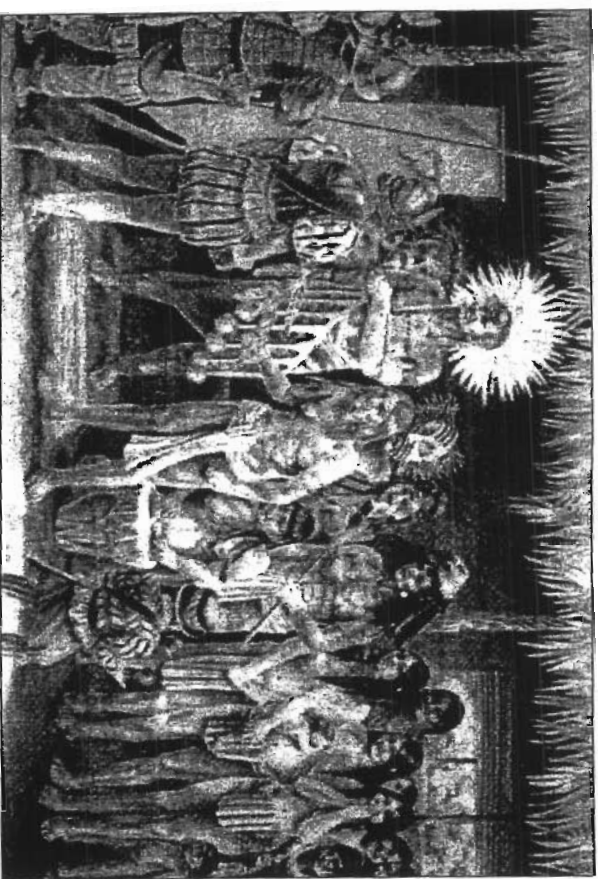
cultures to the north, south Florida cultures, including the colonial period groups, were a reflection of the uniqueness of their environments.

The vast savannah around Lake Okeechobee, called by Florida Indians Lake Mayaimi, was the region of the Belle Glade culture and the location of a number of native villages, some with mounds, earthen embankments, ditches, and even canals. To the west was another distinctive archaeological culture, one centered on the Gulf coast from Charlotte Harbor south into Collier County. This was the home of the powerful Calusa Indians who lived by harvesting the bounty of the sea. Mounds of shells demarcating their villages are found on nearly every coastal island and shoreline in Charlotte Harbor, Pine Island Sound, and San Carlos Bay. The mounds contain the remains of millions of fish, sharks, oysters, busycorns, and other mollusks, all eaten by the Calusa and the people who had come before them.

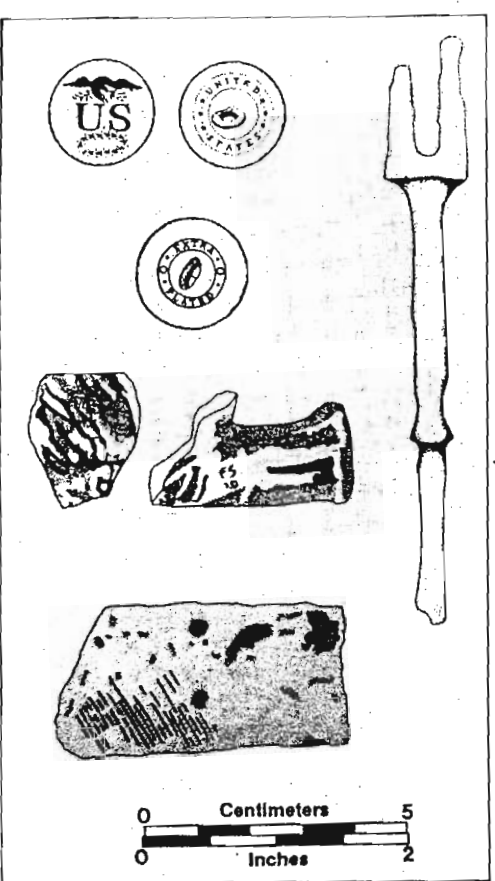
Still another regional culture — the Glades culture — utilized the mangrove coasts and estuaries of Southeast Florida, extending south into the Keys and west into Monroe County. Dade County was the home of the Tequesta Indians, who, like other Glades people, lived by fishing, gathering shellfish, and collecting plants and other animals. Just to the north were groups like the Boca Raton and Santaluces, names given the natives by the Spaniards. Glades archaeological sites once covered the shores of the Florida Gold Coast. Where there were once shell middens on Biscayne Bay, today there are high rise buildings. Unfortunately, the archaeological evidence of these early Florida natives is suffering the same fate as did the people themselves.

### The European Invasion

The initial voyage of Christopher Columbus to the Caribbean and the ensuing attempts by Spain, France and England to explore, conquer, and colonize North America brought changes to all native societies, especially those in Florida. In the sixteenth century Europeans first traveled to the coasts of Florida and then through the interior. The expeditions of the Spaniards Juan Ponce de Leon (1513), Panfilo de Narvaez (1528), Hernando de Soto (1539), and Tristan de Luna y Arellano (1559) and the French colony led by Jean Ribault and Rene de Laudonniere (in northeast Florida, 1562-



“First Encounters” - Pedro Menendez de Aviles meets with Calusa paramount chief Carlos, February, 1566. (Drawing conception copyright 1990 by Hermann Trappman, used by permission.)



Artifacts found at Seminole Indian village sites dating to the Second Seminole War (1835-1842) include military buttons from captured U.S. uniforms, metal tools, and fragments of glass bottles.

1565) provide important descriptions of the Calusa, Tequesta, Apalachee, Timucua, and other groups. But these and other European intrusions also introduced Old World diseases — measles, small pox, and other infections — against which native Florida Indians had no immunities. Epidemics swept through native villages, killing 25% to 50% of the people.

In 1565 Pedro Menendez de Aviles ousted the French from their stronghold at the mouth of the St. Johns River and established a Spanish town at St. Augustine in order to colonize the land Juan Ponce had named La Florida. Menendez arranged for first Jesuit and then Franciscan missions to be established among some of the native groups, an effort to convert them to Catholicism and to control them so they could serve as a labor force for the colony. Missions eventually stretched westward across through the Timucuan groups of northern Florida from St. Augustine into the Apalachee of the panhandle. Missions, many short-lived, also were placed among the Timucuan on the lower St. Johns River, and among the Tocobaga, Calusa, and Tequesta. But even the best intentions of the missionary priests could not counter the epidemics that repeatedly struck mission villagers. Less than 200 years after the first Europeans arrived in Florida, the aboriginal populations had declined from several hundred thousands to practically nothing. Raids initiated by English colonists from the Carolinas in the early eighteenth century destroyed the missions and enslaved, killed, or scattered the remaining mission Indians. Georgia and Alabama Indians also raided into the state, further decimating even the once mighty Calusa.

By the 1740s the indigenous cultures had been annihilated and only handfuls of Florida natives continued to live here. Some, such as those living in the Keys, worked as fishermen for the Spaniards. When Spain gave up its Florida colony to Great Britain in 1763, the native American Indians of Florida whose ancestors had lived here for 13,000 years, were no more.

But Florida would not remain unpopulated. By the 1740s Creek Indians from Georgia and Alabama who had been raiding into Florida since the late seventeenth century established settlements in lands previously occupied by the Apalachee and Timucuan. By the 1770s these native people began to be called by a new name — Seminole.

## The Archaeology of Florida's Seminole Peoples

Few people in Florida are aware that the ancestors of the Seminole and Miccosukee tribes, now to be found mostly in the Everglades and Big Cypress regions of south Florida, once lived in thriving villages in many locations throughout the Florida peninsula and panhandle. Early travelers such as the naturalist William Bartram often visited Seminole towns on the banks of the St. Johns River, the Suwannee River, and the area now known as Paynes Prairie near present-day Gainesville to pay respect to the town chief and to enjoy feasts of barbecued beef, venison stewed in bear's oil, water sweetened with honey, and fresh corn cakes.

Archaeological discoveries tell of the prosperity of the Seminoles during the years of Spanish and British rule. Strewn on the surface of a number of farm fields and orange groves across central Florida are the many trade goods acquired by the Seminoles — glass beads, portions of brass and iron cooking kettles, iron tools, fine European china — in exchange for skins, meat, and produce taken to St. Augustine or to a nearby trading post.

Archaeological finds also document the many years of conflict between the Seminoles and U.S. government. Plowed fields have yielded musket balls, military buttons, and rusted firearms in village areas inhabited by the Seminoles during the three Seminole wars, beginning in 1816 and ending in 1858. By the 1860s most Seminoles had sought refuge in the swamps and tree islands of the vast glades region of south Florida. Archaeologists have discovered many old Seminole camps in these remote areas, where burned “chickee” (the open-air Seminole house) posts, glass beads, rusted iron pots and pans, and later, sewing machine parts, can be found.

Bands of Creek and related Indians from Georgia and Alabama began moving into Florida in the mid 1700s seeking new lands to settle. By the end of the century these bands were referred to loosely as the “Seminoles,” thought to be the Indian pronunciation of the Spanish “cimmarone,” meaning “wild one” or “runaway.” While relationships with the Spanish and British rulers of Florida generally were good, when Florida became a U.S. territory in 1821 plans were quickly developed to remove the Seminoles to a reservation in what is now Oklahoma. The Seminole resistance to the government effort resulted in the Second Seminole War (1835-



Carved wooden owl totem preserved in the mud at the bottom of the St. Johns River. We can only guess at the meaning of such items.



The kneeling cat figure found in the mud at Key Marco. Other wooden artifacts preserved in the mud include ceremonial masks and tablets.

1842). Another conflict erupted between the years 1855-1858. Members of today's Seminole and Miccosukee tribes are descended from those Seminoles who survived the wars and escaped deportation to Indian Territory. The population of these two federally-recognized tribes numbers about 1600 persons.

### The Significance of Florida's Wetlands

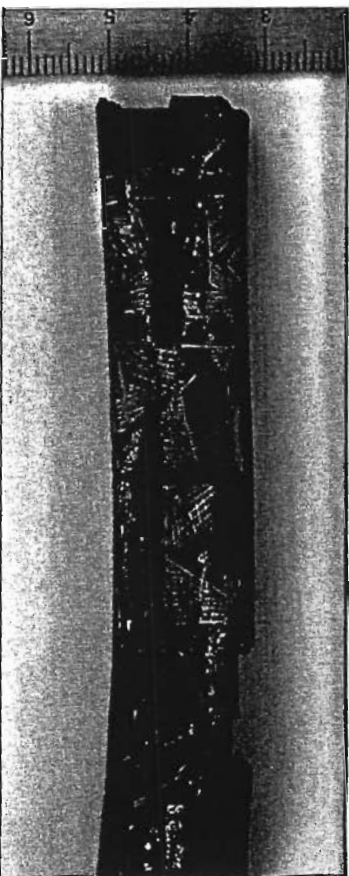
More than 10,000 years of human history are contained in Florida's soils and wetlands. In the wetlands this record is preserved because it has become entombed in permanently waterlogged deposits. This important component of wetlands should not be forgotten when other critical issues are evaluated. The heritage of Florida's wetlands provides extensive information about (1) flora, fauna, and climate, (2) human utilization of resources for food, fiber, and artifacts, (3) human skeletons permitting studies of age at death, injuries, nutrition, pathologies, and DNA and mtDNA evaluations of preserved human brain tissue, (4) artistic expressions (wooden totems, masks, figurines; wood and bone carvings), and (5) more than 200 Indian canoes. These seldom preserved organic materials make up at least 90% of all cultural inventories. The heritage of Florida's wetlands should be described in every history book in the state; every school child should be learning about it. It is appalling to realize that the citizens of Florida know all about King Tut but they do not know that the Florida Indians were some of the best wood and bone carvers in the world. Education is the only way to save Florida's invisible wetlands heritage. Like the archaeological record in other Florida environments, wet sites are constantly being destroyed rapidly by drainage and development. Existing legislation does not provide adequately for the preservation of the fragile and invisible heritage that is contained in Florida's wetlands. It was hoped that when the spectacular Windover Farms site was discovered and gained immediate international attention in the middle 1980s that recognition of its importance would encourage a rigid examination of this dimension of Florida's wetlands. Instead, it was decided to allow developers to create new wetlands in exchange for destroying old ones. It has never been understood why anyone thought this exercise would be successful, but one thing is certain: it is impossible to replace an archaeological wet site. There are very few places in the world where a 10,000-year continuous record of cultural and environmental data is preserved. Thus the heritage component of Florida's wetlands is unique. Specific examples follow.

The slow moving St. Johns River in central Florida has created natural ponding and undisturbed strata that have preserved thousands of years of environmental and cultural information. From 1980-1989 archaeological investigations were conducted at Hontoon Island, where thousands of excavated artifacts, flora, and fauna wove a story of a way of life that existed there from about AD 500-AD 1600. In 1989 a small test pit was placed below the water table on the north shore of Lake Monroe which is located about 15 miles south of Hontoon Island. Radiocarbon analysis established that these deposits are 3000-6000 years old. Eighty-two species of plants and animals were identified from the limited test, including the oldest squash varieties yet found in this area of Florida. The site also contained the earliest ceramics north of South America. For two weeks in late May and early June, 1992, we returned to Lake Monroe and excavated a more extensive area. Investigations at the Lake Monroe site provide the first opportunity to: (1) quantify the abundance and relative importance of species used for food, fiber, and artifacts along the St. Johns River during the period 3000-6000 BP, (2) record the shift from nomadic hunters to sedentary villagers who utilized aquatic species, (3) document environmental changes that made the shift possible, (4) furnish insights about the technology needed to exploit the resources, (5) examine deposits containing the oldest ceramics in North America to determine if they contain other "innovations," (6) study cultural evolution by comparing the Lake Monroe deposits to those from the much younger site at Hontoon Island, and (7) recover wood and bone carvings.

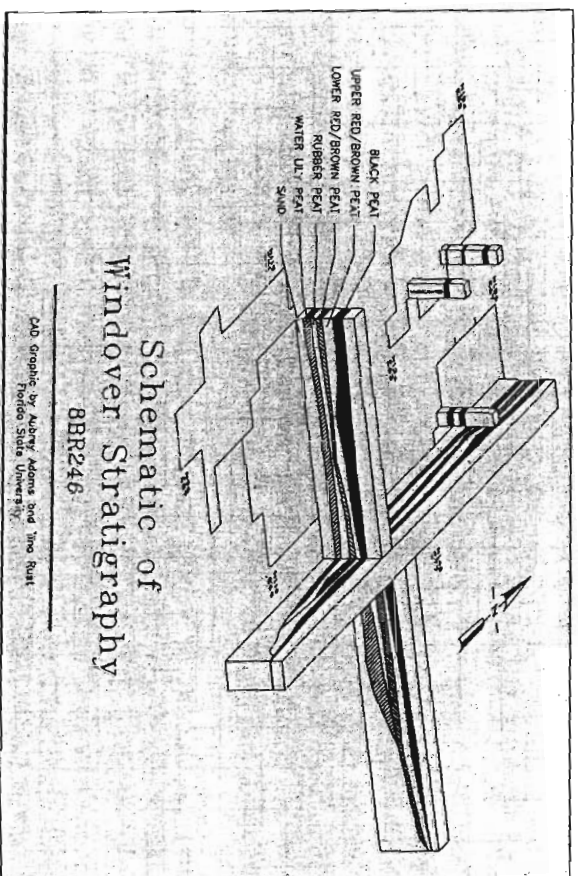
### Overview of the Windover Archaeological Research Project

Since 1982 the Florida State University's Department of Anthropology faculty have been directing a research program focused on the materials from the Windover site in Brevard County. The site was discovered accidentally, as are many archaeological sites, and it was only through the interest of the developer and with help from the state that the site was investigated over three seasons during 1984-1986. The project involves scientists from many disciplines from over 11 research organizations in the U.S. and abroad.

The Windover materials include artifacts and skeletal remains from a minimum of 168 individuals; date to roughly 7,410 years before present. These ancient people were buried in a shallow pond requiring special techniques to remove the water. This constitutes one of



Bird bone tube incised with geometric designs found at the Windover site. This specimen is thought to be at least 7000 years old.



Computer mapping assists archaeologists in understanding the horizontal and vertical dimensions of an archaeological site.



the largest collections of human skeletal material of this antiquity in the New World. Diverse bone, wood, antler, and other artifacts were recovered. The hand-woven fabrics associated with the burials are one of the largest and most complex sets of fiber materials from this time period. Portions of a bottle gourd (*Lagenaria siceraria*) extend the known presence of this species back by 3,000 years. The site also provides a continuous record of environmental change for the last 11,000 years. Among the noteworthy findings were preserved brain tissue in 92 individuals, providing researchers with the oldest human DNA ever studied. Wet sites such as Windover often provide for the preservation of items which otherwise would not survive the passage of time.

A project of Windover's diversity, scope, and productivity, focused on early Florida skeletal material, has never before been undertaken. Because of the size of the skeletal population and the available DNA, the project is regarded by some as one of the most significant archaeological investigations of the century.

### War and Peace

#### Can Amateur and Professional Archaeologists Get Along?

South of Naples, at a place where an inland waterway leads to the Ten Thousand Islands region and where the Gordon river turns before discharging into the Gulf of Mexico, a thriving Calusa settlement once stood. Like others, it had been built up of oyster and other shell, out of the reach of storm surges and high enough so breezes could drive some of the mosquitos away. Another part was of sand, and there the village dead were buried.

In time, the city of Naples grew up near this old site and it was visited as a curiosity. One couple examined it carefully, measuring its size, making note of its exact location and listing the trees and plants that grew there. They picked from the surface pieces of bone, shell that had been fashioned into tools, and fragments of broken pots, and they made a map showing exactly where they had found each object. Everything they found was listed in a notebook they carried with them. The place was also visited by others, people armed with shovels, who had heard that treasure was buried there; they walked away with some pots and human skulls. For years, boys from the city came there with window screens, playing at

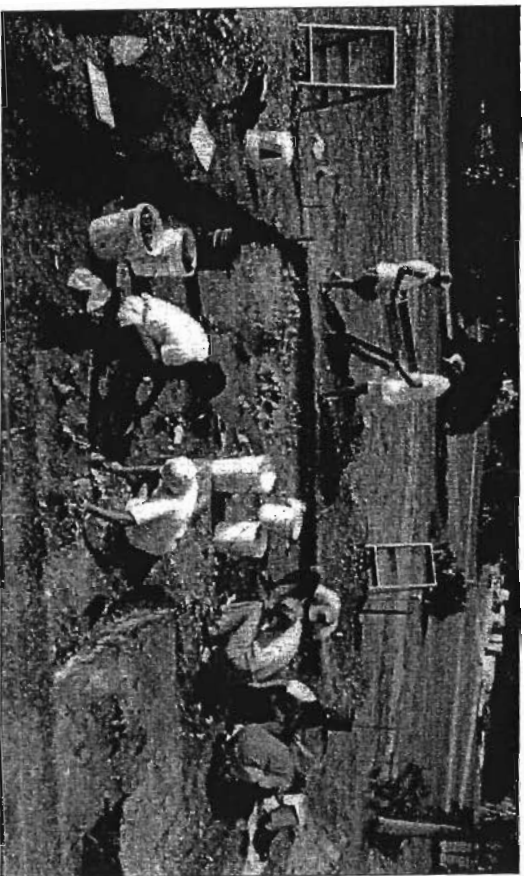
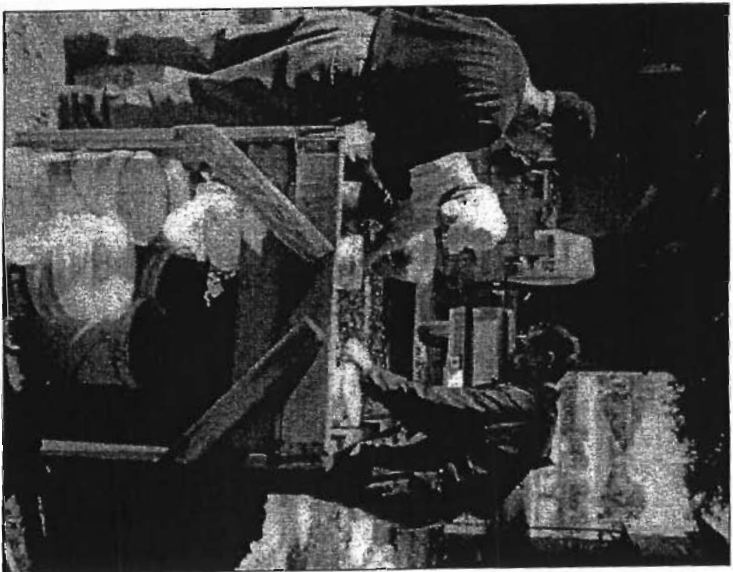
being scientists. They took everything they found, bone, tools, shell. Today it is hard to locate the site. It has been completely dug over, and in the past few years its earth has been churned up by off-road vehicles.

All that remains to help people who are trying to piece together the lives of those who once lived there, and to figure out how this village related to others north and south of it on the Gulf coast, is a single tray of bone fragments, shell and potsherds at the Florida Museum of Natural History in Gainesville. They don't look valuable, but because the couple who saved those few objects had made note of where they found them, and published their observations, they are priceless pieces in the historical jigsaw puzzle today's scientists are fitting together. The rest of the site's contents are gone. They were treasured in boys' cigar boxes for a while, or kept on a shelf of souvenirs, finally were thrown into the trash.

Most people are interested in early life in America; most like the idea of exploring the unknown; many like to collect things. Some of these are professional archaeologists, who are making a serious attempt to puzzle out the mysteries the past holds; nobody knows, for example, when people first came to the Americas. The only place the answer can be found is in the soil, and there is a finite number of sites where the ancient people lived and kept traces of their lives. Once disturbed, their history is lost. So there is a conflict — collectors versus those who publish their findings, vandals who put the things they find on the market, and those who put their finds on museum shelves where everyone can study and admire them. Is there a middle ground? A place where these opposing forces can meet?

Fortunately there is. A half century ago a group of archaeologists formed an organization to be a meeting place for the amateurs and the professionals — The Florida Anthropological Society. It started a quarterly publication where both avocational and professional investigators could let one another know about their discoveries, of improved ways of getting information from the soil, and methods of preserving artifacts. It started having annual meetings at which anyone working with any aspect of anthropology could tell others about their activities. Most important, the Society opened its ranks to individuals and organizations of serious amateurs who sub-

FAS chapter members assist in artifact retrieval at a St. Augustine city excavation. Trained volunteers are a mainstay of archaeology.



Volunteers working at Useppa Island. Careful excavation and record keeping allowed for an interpretation of a shell tool “workshop” dating to about 3500 years ago. Training is essential for archaeological work.

scribed to its code of ethics, which forbids casual destruction of sites. These chapters now also play a major role in protecting our cultural resources by encouraging legislation and public education. Professors of archaeology started holding summer field schools for their students — and also for serious amateurs. Those professors and, on occasion, contract archaeologists, began to use amateurs as volunteer workers in their excavations and laboratories.

Finally, a new type of organization came onto the scene — groups such as Earthwatch, which sponsor professional investigations at which amateurs are welcome to help, paying for their board and room and sharing a part of the cost of the project. Destruction of living sites is still going on and graves continue to be robbed, but there are protective laws in place. People are being told that the soil holds important parts of our history and, most important, there are constructive channels for the human instinct to explore and to collect.

### **Collecting Artifacts: When, How and Where**

*(Reprinted, with permission, from Florida Wildlife/ Jan-Feb 1993)*

Would-be artifact collectors need to be aware of federal and state laws relating to archaeological sites. The key to these laws is land ownership and whether the activity involves digging or surface collection of objects. Also, a very important factor is whether a human burial site is involved. But amateur archaeologists need not fear arrest if their past collecting would break today's laws. In fact, reporting of past discoveries — regardless of the circumstances — is encouraged.

### **Protecting Grave Sites**

Florida law makes it a felony to willfully and knowingly dig up or remove unmarked human remains and associated grave relics, regardless of whether they occur on public or private property. Anyone who encounters human remains must cease all ground-disturbing activities and notify local law enforcement authorities of the discovery. They will report the find to the local medical examiner and may assist in determining whether a crime scene investigation is warranted and whether the remains are of recent origin (less than 75 years of interment). If the remains are unmarked and

appear to have been buried more than 75 years, the Division of Historical Resources, Florida Department of State, may assume jurisdiction.

The Federal Archaeological Resources Protection Act provides stiff penalties to violators, including confiscation of vehicles and equipment used on federal property. The Native American Graves Protection and Repatriation Act affords additional protection to burial sites and objects. To avoid the risk of arrest and prosecution, as well as out of respect for sacred burial grounds, do not dig at known or suspected burial sites.

### **Digging On Public Lands**

On federal lands, the planned and systematic search for artifacts, especially excavation for such artifacts, may occur only with written permission from the involved federal agency. Federal agencies recently have increased their efforts to prevent site damage and resource loss by arresting and prosecuting violators.

On state-owned property or submerged lands, Florida's Historical Resources Act assigns title of archaeological sites, shipwrecks and associated artifacts to the Division of Historical Resources (DHR). Individuals receiving research permits from DHR acknowledge the public ownership of the artifacts and commit to their proper analysis, curation and reporting. Individuals conducting investigations also must obtain the permission of state land managers and comply with their rules and policies, as well as obtain appropriate environmental permits.

### **Private Property**

The least restricted places, and those for which permission is easiest to obtain (except in cases of human burial sites or when wetlands are involved) are located on private property.

Although it is not legally required, it is best to explore archaeological sites in ways that conserve and protect the information and artifacts they contain. Talk to an archaeologist about your knowledge of sites and your plans to be on such sites. Then you can save information about the past for the benefit of all people.

For specific information, refer to Rules 1A-32, 1A-44, 1A-45 and 1A-46, Florida Administrative Code; Chapters 267 and 872, Florida Statutes; the Archaeological Resources Protection Act (Public Law 96-96 as amended; 16 U.S.C. 470aa-470mm); and the Native American Graves Protection and Repatriation Act (Public Law 101601; 25 U.S.C. 3001-3013).

### **Basic References on Florida Archaeology**

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- 1991 *The Art and Archaeology of Florida's Wetlands*. CRC Press. (Chapters on Hontoon Island archaeological site).

Weisman, Brent R.

- 1992 *Excavations on the Franciscan Frontier: Archaeology at the Fig Springs Mission*. University Presses of Florida, Gainesville. (Archaeological sites in Ichetucknee Springs State Park)

## Local chapters of the Florida Anthropological Society you can join:

[web.usf.edu/~fas](http://web.usf.edu/~fas)

Archaeological Society of Southern Florida  
2495 N.W. 35th Ave., Miami, FL 33142

Broward County Archaeological Society  
481 S. Federal Highway, Dania Beach, FL 33004

Central Florida Anthropological Society  
P.O. Box 947544, Maitland, FL 32794

Central Gulf Coast Archaeological Society  
P.O. Box 82255, Tampa, FL 33682

Indian River Anthropological Society  
3705 S. Tropical Trail, Merritt Island, FL 32952

Kissimmee Valley Archaeological and Historical Conservancy  
195 Huntley Oaks Blvd, Lake Placid, FL 33852

Northeast Florida Anthropological Society  
1805 Twelve Oaks, Neptune Beach, FL 32266

Panhandle Archaeological Society at Tallahassee,  
c/o The Tallahassee Trust for Historic Preservation  
423 E. Virginia St., Tallahassee, FL 32301

Pensacola Archaeological Society  
P.O. Box 13251, Pensacola, FL 32591

St. Augustine Archaeological Association  
P.O. Box 1301, St. Augustine, FL 32085

Southeast Florida Archaeological Society  
P.O. Box 2875, Stuart, FL 34995

Southwest Florida Archaeological Society  
P.O. Box 9965, Naples, FL 34101

Time Sifters Archaeological Society  
P.O. Box 25883, Sarasota, FL 34277

Volusia Anthropological Society  
P.O. Box 1881, Ormond Beach, FL 32175

Warm Mineral Springs Archaeological Society  
P.O. Box 7797, North Port, FL 34287



## **Best Management Practices**

### **Do**

- Document your archaeological site
- Stop erosion
- Check on your site on a regular basis
- Contact professionals for help

### **Avoid**

- Ground disturbing activities at your site
- Frequent traffic by people, animals and vehicles
- Untested stabilization methods

### **Responding to Threats**

- Identify the cause
- Consult with experts
- Determine potential solutions
- Determine whether permits are required
- Select a cost effective and long term solution
- Monitor the site

### **Responding to Looting and Vandalism**

- Notify law enforcement
- Secure the area and do not disturb the evidence
- Notify an archaeologist to conduct a damage assessment
- Consider how the site can be protected better in the future

### **Questions to Ask Before Developing Land with Archaeological Sites**

- What type of site do I have?
- Where is my site located?
- How big is my site?
- How can I avoid the site during development?
- If I have to disturb an area that is archaeologically sensitive, how can I make sure valuable information is properly collected?

### **What to do when Human Burials are Encountered**

- Stop any activity that may disturb the burials
- Secure the area
- Notify local law enforcement and mention Chapter 872, Florida Statutes
- Cooperate with the medical examiner or the state archaeologist, whoever has jurisdiction
- Do not remove bones or artifacts
- Make bones and burial artifacts available for proper final disposition

### **Partners**

- Record your site with the Florida Master Site File
- Get to know a local archaeologist
- Work with land conservation experts and non-profit organizations
- Consider public access or acquisition for important sites

## FLORIDA DEPARTMENT OF STATE WEBSITES

All DHR web pages can be reached via:

<http://www.flheritage.com/>

People and Programs	<u><a href="http://www.flheritage.com/contact/people.cfm">http://www.flheritage.com/contact/people.cfm</a></u>
Archaeology	<u><a href="http://www.flheritage.com/archaeology/">http://www.flheritage.com/archaeology/</a></u>
Archaeology Month	<u><a href="http://www.flarchmonth.com">http://www.flarchmonth.com</a></u>
Archaeology Training	<u><a href="http://www.flheritage.com/archaeology/education/training/">http://www.flheritage.com/archaeology/education/training/</a></u>
National Register	<u><a href="http://www.flheritage.com/preservation/registration/nr/">http://www.flheritage.com/preservation/registration/nr/</a></u>
Historic Preservation	<u><a href="http://www.flheritage.com/preservation/">http://www.flheritage.com/preservation/</a></u>
Underwater Archaeology Preserves	<u><a href="http://www.flheritage.com/archaeology/underwater/preserves/">http://www.flheritage.com/archaeology/underwater/preserves/</a></u>
Florida History Fair	<u><a href="http://www.flheritage.com/museum/programs/historyfair/">http://www.flheritage.com/museum/programs/historyfair/</a></u>
Cultural Resource Protection	<u><a href="http://www.flheritage.com/archaeology/education/culturalmgmt/">http://www.flheritage.com/archaeology/education/culturalmgmt/</a></u>
Florida Master Site Files	<u><a href="http://www.flheritage.com/preservation/sitefile/">http://www.flheritage.com/preservation/sitefile/</a></u>
Florida Folklife	<u><a href="http://www.flheritage.com/preservation/folklife/">http://www.flheritage.com/preservation/folklife/</a></u>
Review and Compliance	<u><a href="http://www.flheritage.com/preservation/compliance/review/">http://www.flheritage.com/preservation/compliance/review/</a></u>
Grants	<u><a href="http://www.flheritage.com/grants/">http://www.flheritage.com/grants/</a></u>
FL Facts and History	<u><a href="http://www.flheritage.com/facts/">http://www.flheritage.com/facts/</a></u>
Museum	<u><a href="http://www.flheritage.com/museum/">http://www.flheritage.com/museum/</a></u>
Florida Kids Page	<u><a href="http://www.flheritage.com/kids/">http://www.flheritage.com/kids/</a></u>
CRM Protection Laws and Regulations	<u><a href="http://www.flheritage.com/preservation/compliance/laws/">http://www.flheritage.com/preservation/compliance/laws/</a></u>
Cultural Resource Protection for Private Landowners	<u><a href="http://www.flheritage.com/archaeology/education/culturalmgmt/easements/index.cfm">http://www.flheritage.com/archaeology/education/culturalmgmt/easements/index.cfm</a></u>

For more information Call (850) 245-6444

## NATIONAL REGISTER OF HISTORIC PLACES

### PROGRAM DESCRIPTION

Florida Department of State  
Kurt S. Browning, Secretary of State

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The National Register of Historic Places is an official listing of historically significant sites and properties throughout the country. It is maintained by the National Park Service, U.S. Department of the Interior. It includes districts, sites, buildings, structures, and objects that have been identified and documented as being significant in American history, architecture, archaeology, engineering or culture. These sites and properties reflect the prehistoric occupation and historical development of our nation, state, and local communities.

Listing in the National Register does not, in itself, impose any obligation on the property owner, or restrict the owner's basic right to use and dispose of the property as he or she sees fit. It does, however, encourage the preservation of significant historic resources in three ways:

1. by providing official recognition of the historic significance of the property and encouraging consideration of its historic value in future development planning,
2. by imposing limited protection from activities involving funding, licensing, or assistance by Federal agencies that could result in damage or loss of its historic values, and
3. by making the property eligible for Federal financial incentives for historic preservation

Redevelopment of a listed property which involves Federal funding, licensing, or assistance will be subject to review by the State Historic Preservation officer and the Advisory Council on Historic Preservation to assure that adequate and appropriate consideration is given to the preservation of the historic qualities for which it was originally listed. This review requirement will also apply to any Federally funded, licensed, or assisted activities undertaken by others that could have an adverse effect on the property.

Federal financial incentives for historic preservation include eligibility for direct matching grants and investment tax credits for the rehabilitation of income producing properties.

For further information on the National Register program, please contact us at the address or phone number below:

**Bureau of Historic Preservation  
R.A. Gray Building  
500 South Bronough Street  
Tallahassee, Florida 32399-0250  
Telephone (850) 245-6333 or 1-800-847-7278  
FAX (850) 245-6437**



# NATIONAL REGISTER OF HISTORIC PLACES

## CRITERIA FOR LISTING

Florida Department of State  
Kurt S. Browning, Secretary of State

The *National Register of Historic Places* is an official listing of sites and properties throughout the United States that reflect the prehistoric occupation and historical development of our nation, states, and local communities. It is maintained by the Keeper of the National Register, National Park Service, U.S. Department of the Interior.

The following criteria are used by the State Historic Preservation Officer and the Keeper of the National Register in evaluating properties for eligibility for listing in the *National Register*.

### Criteria for Evaluation:

1) Districts, sites, buildings, structures, and objects may be considered to have significance in American history, architecture, archaeology, engineering, and/or culture if they possess integrity of location, design, setting, materials, workmanship, feeling, and association, and:

a) are associated with events that have made a significant contribution to the broad patterns of our history; and/or

b) are associated with the lives of persons significant in our past; and/or

c) embody the distinctive characteristics of type, period, or method of construction, or that represent the work of a master, or that possess high artistic values, or that represent a significant and distinguishable entity whose components may lack individual distinction; and/or

d) have yielded, or may be likely to yield, information important in prehistory or history.

### Criteria Consideration:

2) Ordinarily cemeteries, birthplaces, or graves of historical figures; properties owned by religious institutions or used for religious purposes; structures that have been moved from their original locations; reconstructed historic buildings; properties primarily commemorative in nature; and properties that have achieved significance within the past 50 years shall not be considered eligible for the *National Register*. However, such properties will qualify if they are integral parts of districts that do meet the criteria or if they fall within the following categories:

a) a religious property deriving its primary significance from architectural or artistic distinction or historical importance; or

- b) a building or structure removed from its original location but which is significant primarily for architectural value, or which is the surviving structure most importantly associated with a historic person or event; or
- c) a birthplace or grave of an historical figure of outstanding importance if there is no appropriate site or building directly associated with his productive life; or
- d) a cemetery which derives its primary significance from graves of persons of transcendent importance, from age, distinctive design features, or association with historic events; or
- e) a reconstructed building, when it is accurately executed in a suitable environment and presented in a dignified manner as part of a restoration master plan, and no other building or structure with the same association has survived; or a property primarily commemorative in intent, if design, age, tradition, or symbolic value has invested it with its own exceptional significance; or
- g) a property achieving significance within the past 50 years, if it is of exceptional importance.

For further information on the *National Register* criteria for listing, please contact us at the address or phone number below:

**Bureau of Historic Preservation  
R.A. Gray Building  
500 South Bronough Street  
Tallahassee, Florida 32399-0250  
Telephone (850) 245-6333 or 1-800-847-7278  
FAX (850) 245-6437**

# NATIONAL REGISTER OF HISTORIC PLACES

## CRITERIA FOR LISTING

Florida Department of State  
Kurt S. Browning, Secretary of State

The National Register of Historic Places is an official listing of sites and properties throughout the country that reflect the prehistoric occupation and historical development of our nation, states, and local communities. It is maintained by the Keeper of the National Register, National Park Service, U.S. Department of the Interior.

The nomination of historic resources in Florida for listing in the National Register is a function of the State Historic Preservation Officer, Florida Division of Historical Resources. Anyone interested in having a particular property listed may submit a nomination proposal to the State Historic Preservation Office. The nomination proposal must meet National Register standards. It is the responsibility of the person submitting the proposal to provide the necessary information and materials. The staff of the Division is available for consultation on preparation of proposals.

Upon receipt of a nomination proposal, the following procedures will be carried out.

1. The nomination proposal and all accompanying documentation will be evaluated by the professional staff of the Bureau of Historic Preservation. If possible, a staff member will visit the site as a part of the evaluation process.
2. The owner(s) of the property and the chief local elected officials will be notified in writing that the property is being proposed for nomination and given the opportunity to comment on the property.
3. The proposal will be submitted for consideration and recommendation by the Florida National Register Review Board which is charged with reviewing all nomination proposals to the National Register of Historic Places from the State of Florida.
4. Upon the favorable recommendation of the Review Board, a formal nomination will be prepared for the submission by the State Historic Preservation Officer to the Keeper of the National Register in Washington, D.C. Special procedures also exist for processing proposals when the Board and the State Historic Preservation Officer do not agree on the eligibility of the property for listing.
5. The Keeper of the National Register and his staff undertake the final review and make the final decision whether or not to list the property. If the owner of a private property objects to the nomination, the property will not be listed, but the site may be submitted to the Keeper of the National Register for a formal determination of eligibility for listing.
6. The owner is then notified in writing as to the final decision.

For further information about the National Register nomination process, please contact us at the address or phone number below:

**Bureau of Historic Preservation  
R.A. Gray Building  
500 South Bronough Street  
Tallahassee, Florida 32399-0250  
Telephone (850) 245-6333 or 1-800-847-7278  
FAX (850) 245-6437**

# NATIONAL REGISTER OF HISTORIC PLACES

## NOMINATION PROCEDURE

Florida Department of State  
Kurt S. Browning, Secretary of State

The National Register of Historic Places is an official listing of properties throughout the country that reflect the prehistoric occupation and historic development of our nation, states, and local communities. The Register is maintained by the National Park Service under the Secretary of the Interior. It is used primarily as a planning tool in making decisions concerning the development of our communities to ensure, as much as possible, the preservation of buildings, sites, structures, and objects that are significant aspects of our cultural and historic heritage. Sometimes there are misunderstandings as to what listing in the National Register will mean for a property owner. The following is an outline of what it will do and what it will not do.

### WILL DO

- The National Register **provides recognition** that the property is deemed by the federal and state governments to be significant in our history at the national, state, and/or local levels. Most properties are significant because of their local significance.
- The National Register **identifies** the properties that local, state, and federal planners should carefully consider when developing projects. Projects involving federal funding, permitting, licensing, or assistance and that may result in damage or loss of the historic values of a property that is listed in the National Register or is eligible for listing are reviewed by the State Historic Preservation Office and the federal Advisory Council on Historic Preservation. A similar review takes place under state law for state or state-assisted undertakings. A typical example of projects that are given such review is road construction or improvement. For more information, call the Compliance Review Section of the Florida Bureau of Historic Preservation at (850) 245-6333.
- Listing may make a property eligible for a **Federal Income Tax Credit**. If a registered property that is income producing undergoes a substantial rehabilitation carried out according to the Secretary of the Interior's Standards for Rehabilitation, the owner may apply for a 20% income tax credit. The credit amounts to 20% of the cost of the rehabilitation. For more information, contact the Architectural Preservation Services Section of the Florida Bureau of Historic Preservation at (850) 245-6333.
- In 1992, the Florida Legislature passed legislation that allows counties or cities to grant **ad valorem tax relief** for owners of properties that are listed or eligible for listing in the National Register or in a local district. When a property is improved its value is increased and the assessment is raised accordingly. The ad valorem tax legislation provides that the increase in assessed value of the improved property will be exempted for up to 10 years from taxation for those portions of the tax bill affected by local option county or municipal exemption ordinances. This provision is available for both income and non-income producing properties. Contact your local property appraiser to see if this provision is available.
- Listing may make a property exempt from certain **Federal Emergency Management Act (FEMA)** requirements and eligible for some **American Disabilities Act (ADA)** and

**building safety code** adjustments. For more information, call the Architectural Preservation Services Section of the Bureau of Historic Preservation at (850) 245-6333.

- Listing or being determined eligible for listing is not required for receiving **state preservation grants**. The competition for the grants is intense, however, and this official recognition adds weight to the argument that a property is significant and should be awarded a grant. For more information, call the Grants and Education Section of the Bureau of Historic Preservation at (850) 245-6333.

#### **WILL NOT DO**

- Listing in the National Register or being determined eligible for listing does not automatically preserve a building, and does not keep a property from being modified or even destroyed.
- Unless an undertaking is state or federally funded, or regulated by local ordinance, private property owners may deal with their property in any way they see fit. Architects in the Bureau of Historic Preservation are available to provide advice concerning the best ways to approach rehabilitation needs while maintaining the historic character of a property. For more information, call the Architectural Preservation Services Section at (850) 245-6333.
- Private owners are not required to open their listed property to the public for visitation.
- The federal and state governments will not attach restrictive covenants to a property or seek to acquire it because of its listing in the National Register.

**Bureau of Historic Preservation  
R.A. Gray Building  
500 South Bronough Street  
Tallahassee, Florida 32399-0250  
Telephone (850) 245-6333 or 1-800-847-7278  
FAX (850) 245-6437**

# Grants Available through the Office of Cultural and Historical Programs

## Historic Preservation Grants

This program awards \$2 million annually in basic and matching grant assistance for the restoration of historic structures, archaeological excavations, recording of historic and archaeological sites, state historical markers, and historical preservation education projects.

## History Museum Grants

This program awards \$1.75 million annual to assist historical institutions with program expenses and with the development of exhibits relating to Florida history.

## Special Category Grants

This program funds major historic building restorations, archaeological excavations, and museum exhibit projects on the human occupation of Florida. Funding is dependent on an annual appropriation of funds by the Florida Legislature. This amount has averaged around \$10 million in recent years and typical grants have ranged from \$ 50,000 to \$300,000.

## Florida Arts Grants

This program administers a variety of culture and arts programs for non-profit Florida organizations and individuals, supporting a wide range of cultural activities which provide access to the arts for all of Florida's residents and visitors.

For more information please visit [www.flheritage.com/grants](http://www.flheritage.com/grants) or call 850 245 6333.



## GUIDELINES FOR USERS: FLORIDA MASTER SITE FILE

July, 2001

**Background** State and federal law mandate that the state maintain an inventory of all known historic structures and archaeological sites. The Florida Master Site File, Bureau of Archaeological Research, Division of Historical Resources, is the office which maintains Florida's inventory. An eighth of a million cultural resources, including 22,000 archaeological sites and 105,000 historical structures, are recorded at this time on the Site File. Roughly 7,000 new records or updates are added annually. These large numbers, however, represent only a small part of the heritage of Floridians, considering that less than 10% of the area of most Florida counties has undergone field survey by qualified archaeologists or architectural historians. More information about the Site File and other activities of the Division of Historical Resources is available on the World Wide Web at <http://www.flheritage.com/preservation/sitefile/>.

**Function** The Site File is an archive and information source only, analogous to a public library. Site File staff evaluate neither the historical significance of sites nor the potential impact of development projects, although official and unofficial evaluations by others are included in our records. Consult the Compliance Review Section of the Bureau of Historic Preservation (850-245-6438) if you have inquiries related to preservation aspects of development projects, inquiries related to local government comprehensive planning, or questions dealing with the historical aspects of state lands.

**Requesting Information** The Florida Master Site File maintains individual paper and computer files on archaeological sites and historic structures reported to this office. We plot the locations of archaeological sites, structures which are listed on or eligible for the National Register, and historical districts on USGS 7.5 minute topographic maps. Research involving more than about 15 minutes of staff time, including photocopying, is normally done by the user. Our office is open Monday through Friday from 8:00 to 5:00 and we have a copier available for public use. We are sometimes able to steer clients to local help if they need extensive photocopying but are not able to get to Tallahassee themselves. We charge \$0.15 per page for all photocopies when the total number of copies exceeds 100; there is no charge for smaller totals. Please consult with us well in advance of deadlines, by fax, letter, or e-mail, if possible, not by phone, and plan on a response time of two weeks for routine inquiries. Replies by fax or express mail services are not ordinarily possible. We cannot photocopy sheets larger than 11 x 14 7/8 inches.

**Helping Us to Search Site or Survey Records** Inquiries about sites should, when known, refer to the state file number assigned to each site, historic property, or survey project. For sites and historic properties, file numbers include a two letter county code, a serial number in assignment order within the county, and an optional terminal letter, when applicable, designating spatial or other subdivisions of the site. "LE220" or "LE00220," for example, refers to the 220th site recorded in Florida's Leon County. Searches for all historical structures and archaeological sites in a given area can efficiently be performed by legal survey location--township, range, and section, though many extraneous resources may be listed. Specific historical structures are best searched by full street address and all known historical names. Specific archaeological sites are best searched according to their map location on 1:24,000 topographical maps of the United States Geological Survey. Survey projects and reports are filed in a single statewide sequence, and specific surveys can be searched based on the county, report author, publication date, and report title. Past surveys within a given area can be identified from map location, preferably on 1:24,000 or 1:100,000 USGS contour maps. **We limit, as far as possible, the distribution of location information on sites which are especially susceptible to damage through illegal activities.** If you have very large or complex tracts of land which need to be searched, the Site File's GIS might help; contact the Site File for current information.

**Eligibility for Listing on the Florida Master Site File** The criteria for listing a property on the Florida Master Site File are that it be adequately documented and normally that it be at least 50 years old. Therefore, entry of a property on the Site File does not necessarily imply that it is especially significant historically, although many listed properties have great significance.



**Recording Sites** Nonprofessionals as well as professionals have often furnished information useful in understanding and preserving historical sites. Standard Site File forms and manuals are available for recording archaeological sites, historical standing structures, historical bridges, and historical cemeteries. We are developing a form for use with historic districts. A preliminary form is available for recording historic shipwrecks. Supplementary documentation is normally required in addition to the completed form. For instance, for archaeological sites, we require (1) boundaries plotted on a 1:24,000 scale USGS topographic map for all sites, and (2) a detailed site plan at 1:600 scale or better. We encourage site recorders to use the Site File's *SmartForm* program to document cultural resources; state-sponsored surveys resulting in at least 45 forms are required to use *SmartForm*. Various paper forms, manuals, and the *SmartForm* program may be downloaded at <http://www.flheritage.com/preservation/sitefile/>. All types of site files forms are available digitally at the web site as well.

**Distributing Computer Database Information** The Site File can write the general computer information relating to cultural resources, one county at a time, in a convenient one record per site format. Such "Santa Claus" files can be sent via diskette, CD, or, if you have Web access, FTP download. There are explanatory handouts for each different resource for which we send Santa Claus data. It is easiest to send the data in dBASE IV format, which can be read by most database systems. Otherwise, we can send the information in fixed column delimited formats--or as a paper listing, if fewer than 200 sites are involved.

**GIS (Geographic Information System) Data** If you need very large amounts of precise location data, or if the project area is very large or complex, our evolving GIS system may be able to help. Staff limitations prevent us from routine plotting of custom paper maps, but if you have a Geographic Information System, you may be able to download GIS data from our FTP site, depending upon file size and your system. Consult with the GIS Supervisor of the Site File or use the attached form to request GIS data.

Florida Master Site File  
Division of Historical Resources  
R. A. Gray Building, 500 South Bronough  
Tallahassee, Florida 32399-0250  
Phone: 850-245-6440; Suncom: 205-6440; Fax: 850-245-6439  
E-mail: [fmsfile@dos.state.fl.us](mailto:fmsfile@dos.state.fl.us)  
Site File web page: <http://www.flheritage.com/preservation/sitefile/>



## Request for Data from the Florida Master Site File

Person requesting data \_\_\_\_\_ Date of request \_\_\_\_\_  
 Organization \_\_\_\_\_  
 Telephone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_  
 Reason data are needed \_\_\_\_\_

**Please acknowledge that you have read the boxed information by signing as indicated.**

- ▶ I acknowledge that archaeological site location information is exempt from the public records law, under Florida Statute 267.135, when the Division of Historical Resources finds that its release could create a risk of site damage.
- ▶ I acknowledge that precise locations of archaeological sites are sensitive and that unauthorized distribution of Florida Master Site File data may lead to vandalism and destruction of sites.
- ▶ I agree not to publish, distribute, post on the internet or otherwise disseminate data which would reveal archaeological site locations.
- ▶ I acknowledge that Site File data should not be distributed to other users by me or my organization. Other users should contact the Site File directly.
- ▶ I acknowledge that Site File data change rapidly, are quickly obsolete, and should be updated regularly. The Site File updates GIS data approximately every 3 months and other data is updated more frequently.
- ▶ For GIS data, I understand that the READ\_ME file and metadata files provide explanations of the data and describe its limitations.

\_\_\_\_\_  
 Signature of data recipient or supervisor                      Official Title

List counties for which data are needed (If area needed is smaller than county, contact Site File for assistance)

**GIS data requested** (limited tabular data is included in the GIS data layers)

<input type="checkbox"/> archaeological sites/historical cemeteries	<input type="checkbox"/> historical standing structures
<input type="checkbox"/> resource groups (districts, landscapes, etc.)	<input type="checkbox"/> historical bridges
<input type="checkbox"/> properties listed on the National Register	<input type="checkbox"/> field survey projects

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**Tabular data requested**

Tabular computer data. Please circle desired format (Dbase, Excel, Access, and Text file).

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**EDMS data requested**

Scanned images of FMSF files in .pdf format (please check with Site File for availability)

Fax a copy of this signed document to the Florida Master Site File (850-245-6439) or mail to the address below. If you have any questions regarding this document please contact Dawn Creamer at:

Florida Master Site File	Phone: (850)245-6440
Division of Historical Resources	Fax: (850)245-6439
R. A. Gray Building	E-mail: <a href="mailto:fmsfile@dos.state.fl.us">fmsfile@dos.state.fl.us</a>
500 South Bronough Street	
Tallahassee, Florida 32399-0250	

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# Number Assignment Request/Confirmation Form

## Florida Master Site File

Division of Historical Resources / R.A. Gray Building  
 500 South Bronough St. , Tallahassee, Florida 32399-0250  
 Phone (850) 245-6440 / Fax (850)245-6439 / Email [fmsfile@dos.state.fl.us](mailto:fmsfile@dos.state.fl.us)

**Contact Information: *Required***

Name of Contact Person, Organization (if applicable) and Full Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Date forms are expected to be sent to the FMSF \_\_\_\_\\_\_\\_\_

Fax/ Email/ Phone (at least one if possible) \_\_\_\_\_

Project Name (if applicable; abbreviate if necessary; use proper key words indicating location, tract name, survey phase, etc.):  
 \_\_\_\_\_  
 \_\_\_\_\_

**Check for Past Records: *Required***

No, Florida Master Site File records were *not* checked for previously recorded sites/structures at this location.  
 Yes, Florida Master Site File records were checked for previously recorded sites/structures at this location. [Checks typically involve address, name, or township, range & sec. searches for structures, USGS map checks for archaeological sites] Please indicate the method(s) used for checking: \_\_\_\_\_  
 \_\_\_\_\_ Date checked \_\_\_\_\_

Use a separate sheet for each project, county, and resource type (sites or structures).

**Individual Request: *Use instead of Block Request (below) if fewer than 6 assignments are needed***

Date of Request: \_\_\_\_\_ Date Assigned: \_\_\_\_\_ by FMSF Staff Person: \_\_\_\_\_  
 County \_\_\_\_\_ Archaeological \_\_\_\_\_ Bridge \_\_\_\_\_ Cemetery \_\_\_\_\_  
 Standing Structure \_\_\_\_\_ Resource Group (Historical and Archaeological District) \_\_\_\_\_

Site Name	Address or 1:24,000 Quad and Township/Range/Sec.	Assigned Number
1	_____	_____
2	_____	_____
3	_____	_____
4	_____	_____
5	_____	_____

**Block Request: *Use for a county where more than 5 assignments are needed***

County \_\_\_\_\_ Exact Number of Assign Requests in County: \_\_\_\_\_

# Archaeological Sites \_\_\_\_\_; # Bridges \_\_\_\_\_; # Cemeteries \_\_\_\_\_; # Standing Structures \_\_\_\_\_; #RGs \_\_\_\_\_

Date of Request: \_\_\_\_\_ Date Assigned: \_\_\_\_\_ by FMSF Staff Person: \_\_\_\_\_  
 Range(s) of Numbers Assigned by the Florida Master Site File \_\_\_\_\_

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- Original
- Update



**ARCHAEOLOGICAL SHORT FORM**  
**FLORIDA MASTER SITE FILE**  
 Version 4.1 1/07

Site #8 \_\_\_\_\_  
 Field Date \_\_\_\_/\_\_\_\_/\_\_\_\_  
 Form Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Site Name(s) \_\_\_\_\_ Multiple Listing (DHR only) \_\_\_\_\_  
 Survey Name \_\_\_\_\_ Survey # (DHR only) \_\_\_\_\_  
 Ownership:  private-profit  private-nonprofit  private-individual  private-nonspecific  city  county  state  federal  Native American  foreign  unknown

**LOCATION & MAPPING**

USGS Map name & Date \_\_\_\_\_  
 (A USGS topographic map in the 7.5 minute series, or a photocopy, with site location marked must be attached to this form)  
 City/Town (within 3 miles) \_\_\_\_\_ In City Limits?  yes  no  unknown County \_\_\_\_\_  
 Township \_\_\_\_\_ Range \_\_\_\_\_ Section \_\_\_\_\_ ¼ section:  NW  SW  SE  NE  Irregular-name: \_\_\_\_\_  
 GPS Coordinates: X: \_\_\_\_\_ Y: \_\_\_\_\_ Coordinate System & Datum \_\_\_\_\_  
 Address / Vicinity / Route To \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**ARTIFACTS**

Artifact Categories ( If possible, attach photos, sketches, or photocopies of datable and representative artifacts )

<input type="checkbox"/> Stone tools, flakes, chips	<input type="checkbox"/> Glass	<input type="checkbox"/> Bone-animal
<input type="checkbox"/> Ceramics-prehistoric	<input type="checkbox"/> Precious metal/coin	<input type="checkbox"/> Bone-unidentified
<input type="checkbox"/> Ceramics-historic or Euro.	<input type="checkbox"/> Metal	<input type="checkbox"/> Shell
<input type="checkbox"/> Brick/building material	<input type="checkbox"/> Bone-human	<input type="checkbox"/> Other (describe below)

Other Categories \_\_\_\_\_  
 Location of field notes, artifacts, photographs, etc. \_\_\_\_\_  
 \_\_\_\_\_

**ENVIRONMENT**

Nearest Fresh Water \_\_\_\_\_ Distance (meters or feet?) \_\_\_\_\_  
 Local Vegetation \_\_\_\_\_  
 Current Land Use \_\_\_\_\_

**NARRATIVE DESCRIPTION**

Attach extra sheets with information on site discovery, artifacts observed or collected, history of land use, current condition, apparent threats to the site, current environment, and other pertinent observations.

**CONTACT INFORMATION**

Contact Person Name \_\_\_\_\_  
 Address/Phone/Email \_\_\_\_\_  
 Is Contact Person the Landowner?  yes  no Agreeable to Further Contact?  yes  no  
 Recorder Name (person filling out this form) \_\_\_\_\_  
 Affiliation/Address/Phone/Email \_\_\_\_\_  
 \_\_\_\_\_

<b>IMPORTANT!</b>	<b>REQUIRED ATTACHMENT: USGS 7.5' MAP OR COPY WITH SITE LOCATION MARKED DO NOT DIG OR COLLECT ARTIFACTS WITHOUT ARCHAEOLOGICAL TRAINING, DETAILED FIELD NOTES AND PROPER RECORD KEEPING</b>
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Visit the *Florida Anthropological Society* website at [www.fasweb.org](http://www.fasweb.org) for information about a nonprofit organization of amateur and professional archaeologists concerned with studying and preserving Florida's heritage.

### WHICH FORM TO USE

If you have not had any archaeological training, use this Short Form. If you have had training, use the Site File's standard Archaeological Site Form, with instructions *Guide to the Archaeological Site Form, version 2.2.*

### WHEN TO COMPLETE A FORM

If material from one category in the margin is found, note it and consider completing a form. If items from two or more categories are found together, always complete a form.

### PREHISTORIC MATERIALS

- Bone ■ It is a felony in Florida to knowingly disturb ANY human remains without authorization. If you find bone that could be human but that may not be old, call law enforcement. If the bone is human and known to be old, notify law enforcement and call the State Archaeologist at (850) 245-6444.  
■ Bone buried deeper than 18" (40 cm).  
■ Bone at any level with materials made by humans.
- Charcoal ■ Any concentration not clearly from a recent fire (aluminum cans indicate a recent event).  
or Ash ■ Even scattered pieces of ash, especially if there are any pieces of pottery, shell, or discolored stones or stone flakes that are not obviously part of a stream bed or from bedrock.
- Stone ■ Arrowhead or projectile point.  
■ Two or more human-altered stone flakes within a 100' (30 meter) diameter area.
- Ceramics ■ Two or more pieces of Indian pottery.
- Shell ■ More than 4 pieces, clearly old (e.g. moss covered), within 100' diameter area. Note especially conch, oyster, apple snail, and periwinkle shell.

### HISTORIC MATERIALS

Fifty years old is a rule of thumb for "historic." Trash dumps can be especially important.

- Wood ■ Lumber: More than one piece hand cut or with square nails (for example, the remains of a wall).  
■ Logs: Especially if notched or with bark removed.  
■ Recognizable object. Example: canoe from lake.
- Metal ■ Recognizable hardware or three square cut nails.
- Glass ■ More than two pieces of any of these colors/kinds: purple, cobalt blue, white milk, dark amber, or green; glass with dates, writing, or decoration.
- Ceramics ■ At least one decorated sherd of European pottery.
- Brick or clay ■ Bricks in alignment (for a foundation?) or in a pile.  
■ Older bricks, not machine made, are less regular in finish and size, and less likely to contain frogs (recesses and perforations designed into the brick).  
■ Burned clay, especially with impressions from other materials.
- Concrete ■ Remnants of a foundation or structure, unless it is clearly less than fifty years old.
- Other ■ Any buttons, beads, toys, or jewelry.

### FIELD BY FIELD INSTRUCTIONS

**Original/Update:** Mark Original if you have verified with Site File that the site has never been recorded or if you do not know whether it has been recorded; mark Update otherwise and write previous number in the Site File No. 8 field.

**Site File No. 8:** Omit if not assigned by Florida Master Site File.

**Date of Form:** When the form was actually completed.

**Field Dates:** When the site was actually observed; put all dates if more than one day's work was involved.

**SITE NAME(S):** All commonly used names for the site. If formerly unknown, sites are usually named for natural features, landmarks, or landowners. E.g.: Bryan Homestead, Roy's Mound, Beaver Creek, Hutchins (the word "Site" may be omitted from this field—it is understood).

**SURVEY NAME:** If the site has been recorded as part of a survey project, give the project name here.

**Site File # if known:** The Site File assigns survey projects a file number and keeps standard information on them. You will not know this number unless you have had your project, and the written report on it, assigned such a number.

**USGS MAP NAME:** The name of the USGS 7.5 minute topographic map on which the site appears, including the date of the map's latest revision. Vital! Mark the site area to scale on the map, preferably in red. Ensure that map name and date are written on the copy. USGS topographic maps at the large 1:24,000 scale may be used at large libraries. Purchase from large bookstores, engineering supply stores, or directly from U. S. Geological Survey, <http://www.usgs.gov/pubprod/>

**OWNERSHIP:** If uncertain, mark unknown. Commercial uses including pine plantation are private-profit. Besides trespass laws, note that archaeological sites are legally protected on all state and federal lands, as well as by some local governments.

**NEAREST TOWN:** Nearest town or none if none within 10 mi.

**IN CURRENT CITY LIMITS?:** It is important to accurately complete this item from updated local maps. Local governments compile lists of sites from the Site File.

**COUNTY:** Spell it out. If the site overlaps counties, use the county in which the greater part of the site lies.

**TOWNSHIP:** North-south surveyor coordinate, red lines on USGS maps. Also shown on Florida Dept. of Transportation, soils, and other maps. Example: 1 South or 1S.

**RANGE:** The east-west surveyor coordinate as shown on above maps. Examples: 23E, 3W, 16W, etc.

**SECTION:** A subdivision (usually a square mile) of a given township and range, as read from above maps. On USGS maps, sections are marked by fine red solid or dashed lines.

**ADDRESS / VICINITY OF/ROUTE TO:** Give address if the site is on a lot with an address. Box/route information is not useful. In any case, explain briefly how to get there. Example: From Main St and US 98 in Bradford, S on US 98, 5.8 mi N; right on dirt rd, 0.5 mi; site S behind house, 100 ft.

**Nearest Fresh Water:** If named, identify by name: Lake Jones. Otherwise, indicate, e.g., unnamed creek.

**Distance:** indicate meters or feet and compass direction from site. Example: 120 m NE.

**Local Vegetation:** Describe (1) dominant trees; (2) nature of ground cover; (3) percent of ground covered. Example: Scrub oak, assorted evergreens and weeds, 75% cover.

**Current Land Use:** Examples: Cultivated field, old field, planted pine, groves, woods, subdivision under construction, existing residential area, urban redevelopment, right of way (for road, pipeline, powerline, etc.).

**GPS Coordinates:** If using GPS units to locate site, give coordinates

**ARTIFACT CATEGORIES:** Show number of artifacts if known; otherwise, check all the categories that are present. If possible, photograph, sketch, or photocopy artifacts such as arrowheads and decorated pottery. Pottery rims and glazed pottery sherds with designs or stamped or painted patterns are best for dating. Other is for artifacts outside these categories.

**LOCATION Field notes, artifacts, photographs:** Where are these items kept? This can guide future researchers.

**CONTACT PERSON:** Who locally knows about the site?

**RECORDER:** Person completing the form.

### FURTHER INFORMATION

**PHOTOGRAPHS:** Optional, but valuable to document site condition (especially if obviously looted), and to document diagnostic artifacts. B&W prints, at least 3x5, are preferred; label in pencil on the back, including site number and name.

- Original
- Update



# HISTORICAL STRUCTURE FORM

## FLORIDA MASTER SITE FILE

### Version 4.0 1/07

Site #8 \_\_\_\_\_  
 Field Date \_\_\_\_/\_\_\_\_/\_\_\_\_  
 Form Date \_\_\_\_/\_\_\_\_/\_\_\_\_  
 Recorder # \_\_\_\_\_

Shaded Fields represent the minimum acceptable level of documentation.  
 Consult the *Guide to Historical Structure Forms* for detailed instructions.

Site Name(s) (address if none) \_\_\_\_\_ Multiple Listing (DHR only) \_\_\_\_\_  
 Survey Project Name \_\_\_\_\_ Survey # (DHR only) \_\_\_\_\_  
 National Register Category (please check one)  building  structure  district  site  object  
 Ownership:  private-profit  private-nonprofit  private-individual  private-nonspecific  city  county  state  federal  Native American  foreign  unknown

### LOCATION & MAPPING

Address (include N,S,E,W; #; St., Ave., etc.) \_\_\_\_\_  
 Cross Streets (nearest / between) \_\_\_\_\_  
 USGS 7.5' Map Name & Date \_\_\_\_\_ Plat or Other Map \_\_\_\_\_  
 City / Town (within 3 miles) \_\_\_\_\_ In City Limits?  yes  no  unknown County \_\_\_\_\_  
 Township \_\_\_\_\_ Range \_\_\_\_\_ Section \_\_\_\_\_ ¼ section:  NW  SW  SE  NE  Irregular-name: \_\_\_\_\_  
 Tax Parcel # \_\_\_\_\_ Landgrant \_\_\_\_\_  
 Subdivision Name \_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_  
 UTM: Zone  16  17 Easting \_\_\_\_\_ 0 Northing \_\_\_\_\_ 0  
 Other Coordinates: X: \_\_\_\_\_ Y: \_\_\_\_\_ Coordinate System & Datum \_\_\_\_\_  
 Name of Public Tract (e.g., park) \_\_\_\_\_

### HISTORY

Construction Year: \_\_\_\_\_  approximately  year listed or earlier  year listed or later  
 Original Use\* \_\_\_\_\_ From (year): \_\_\_\_\_ To (year): \_\_\_\_\_  
 Current Use\* \_\_\_\_\_ From (year): \_\_\_\_\_ To (year): \_\_\_\_\_  
 Other Use\* \_\_\_\_\_ From (year): \_\_\_\_\_ To (year): \_\_\_\_\_  
 Moves:  yes  no  unknown Dates \_\_\_\_\_ Original address (if moved) \_\_\_\_\_  
 Alterations:  yes  no  unknown Dates \_\_\_\_\_ Nature\* \_\_\_\_\_  
 Additions:  yes  no  unknown Dates \_\_\_\_\_ Nature\* \_\_\_\_\_  
 Architect (last name first): \_\_\_\_\_ Builder (last name first): \_\_\_\_\_  
 Ownership History (especially original owner, dates, profession, etc.) \_\_\_\_\_

Is the Resource Affected by a Local Preservation Ordinance?  yes  no  unknown Describe \_\_\_\_\_

### DESCRIPTION

Style\* \_\_\_\_\_ Exterior Plan\* \_\_\_\_\_ Number of Stories \_\_\_\_\_  
 Exterior Fabric(s)\* \_\_\_\_\_  
 Roof Type(s)\* \_\_\_\_\_ Roof Material(s)\* \_\_\_\_\_  
 Roof secondary strucs. (dormers etc.)\* \_\_\_\_\_  
 Windows (types, materials, etc.)\* \_\_\_\_\_  
 Distinguishing Architectural Features (exterior or interior ornaments) \_\_\_\_\_

Ancillary Features / Outbuildings (record outbuildings, major landscape features; use continuation sheet if needed.) \_\_\_\_\_

Consult *Guide to Historical Structure Forms* for preferred descriptions (coded fields at the Site File).

DHR USE ONLY	OFFICIAL EVALUATION	DHR USE ONLY
NR List Date ____/____/____	SHPO – Appears to meet criteria for NR listing: <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> insufficient info Date ____/____/____ Init. _____ KEEPER – Determined eligible: <input type="checkbox"/> yes <input type="checkbox"/> no Date ____/____/____ NR Criteria for Evaluation: <input type="checkbox"/> a <input type="checkbox"/> b <input type="checkbox"/> c <input type="checkbox"/> d (see <i>National Register Bulletin</i> 15, p. 2)	
<input type="checkbox"/> Owner Objection		



**DESCRIPTION (continued)**

Chimney: No. \_\_\_\_\_ Material(s) \* \_\_\_\_\_  
 Structural System(s) \* \_\_\_\_\_  
 Foundation: Type(s) \* \_\_\_\_\_ Material(s) \* \_\_\_\_\_  
 Main Entrance (stylistic details) \_\_\_\_\_  
 Porch Descriptions (types, locations, roof types, etc.) \_\_\_\_\_

Condition (overall resource condition): excellent good fair deteriorated ruinous  
 Narrative Description of Resource \_\_\_\_\_

Archaeological Remains \_\_\_\_\_  Check if Archaeological Form Completed

Consult *Guide to Historical Structure Forms* for preferred descriptions (coded fields at the Site File).

**RESEARCH METHODS (check all that apply)**

- |   |   |   |  |
|---|---|---|--|
| <input type="checkbox"/> FMSF record search (sites/surveys) | <input type="checkbox"/> library research | <input type="checkbox"/> building permits         | <input type="checkbox"/> Sanborn maps              |
| <input type="checkbox"/> FL State Archives/photo collection | <input type="checkbox"/> city directory   | <input type="checkbox"/> occupant/owner interview | <input type="checkbox"/> plat maps                 |
| <input type="checkbox"/> property appraiser / tax records   | <input type="checkbox"/> newspaper files  | <input type="checkbox"/> neighbor interview       | <input type="checkbox"/> Public Lands Survey (DEP) |
| <input type="checkbox"/> cultural resource survey           | <input type="checkbox"/> historic photos  | <input type="checkbox"/> interior inspection      | <input type="checkbox"/> HABS/HAER record search   |
| <input type="checkbox"/> other methods (describe) _____     |   |   |  |

Bibliographic References (give FMSF manuscript # if relevant, use continuation sheet if needed) \_\_\_\_\_

**OPINION OF RESOURCE SIGNIFICANCE**

Appears to meet the criteria for National Register listing individually? yes no insufficient information  
 Appears to meet the criteria for National Register listing as part of a district? yes no insufficient information  
 Explanation of Evaluation (required, whether significant or not; use separate sheet if needed) \_\_\_\_\_

Area(s) of Historical Significance (see *National Register Bulletin 15*, p. 8 for categories: e.g. "architecture", "ethnic heritage", "community planning & development", etc.) \_\_\_\_\_

**DOCUMENTATION**

Accessible Documentation Not Filed with the Site File - including field & analysis notes, photos, plans, other important documents that are permanently accessible: For each separately maintained collection, describe (1) document type(s),\* (2) maintaining organization,\* (3) file or accession nos., and (4) descriptive information. \_\_\_\_\_

**RECORDER INFORMATION**

Recorder Name \_\_\_\_\_  
 Recorder Contact Information (address / phone / fax / e-mail) \_\_\_\_\_  
 Recorder Affiliation \_\_\_\_\_

Use a *Supplement for Site Forms* or other continuation sheet for descriptions that do not fit in the spaces provided.

<b>Required Attachments</b>	<b>1 USGS 7.5' MAP WITH STRUCTURE LOCATION PINPOINTED IN RED</b>
	<b>2 LARGE SCALE STREET, PLAT OR PARCEL MAP</b> (available from most property appraiser web sites)
	<b>3 PHOTO OF MAIN FACADE, ARCHIVAL B&amp;W PRINT OR DIGITAL IMAGE FILE</b> If submitting an image file, it must be included on disk or CD <u>AND</u> in hard copy format (plain paper is acceptable). Digital image must be at least 1600 x 1200 pixels, 24-bit color, jpeg or tiff.

- Original
- Update



# HISTORICAL BRIDGE FORM

## FLORIDA MASTER SITE FILE

### Version 4.0 1/07

Site #8 \_\_\_\_\_  
 Field Date \_\_\_\_/\_\_\_\_/\_\_\_\_  
 Form Date \_\_\_\_/\_\_\_\_/\_\_\_\_  
 Recorder # \_\_\_\_\_  
 FDOT Bridge # \_\_\_\_\_

*Consult Guide to the Historical Bridge Form for detailed instructions*

Bridge Name(s) \_\_\_\_\_ Multiple Listing (DHR only) \_\_\_\_\_  
 Project Name \_\_\_\_\_ Survey # (DHR only) \_\_\_\_\_  
 Ownership:  private-profit  private-nonprofit  private-individual  private-nonspecific  city  county  state  federal  Native American  foreign  unknown

### LOCATION & MAPPING

Route(s) Carried/Feature(s) Crossed \_\_\_\_\_  
 USGS 7.5 Map Name & Date \_\_\_\_\_ Plat or Other Map \_\_\_\_\_  
 City/Town (within 3 miles) \_\_\_\_\_ In City Limits?  yes  no  unknown County \_\_\_\_\_  
 Township \_\_\_\_\_ Range \_\_\_\_\_ Section \_\_\_\_\_ ¼ section:  NW  SW  SE  NE  Irregular-name: \_\_\_\_\_  
 Township \_\_\_\_\_ Range \_\_\_\_\_ Section \_\_\_\_\_ ¼ section:  NW  SW  SE  NE  Irregular-name: \_\_\_\_\_  
 Landgrant \_\_\_\_\_ Tax Parcel # \_\_\_\_\_  
 UTM Coordinates: Zone  16  17 Easting \_\_\_\_\_ 0 Northing \_\_\_\_\_ 0  
 Other Coordinates: X: \_\_\_\_\_ Y: \_\_\_\_\_ Coordinate System & Datum \_\_\_\_\_  
 Name of Public Tract (e.g., park) \_\_\_\_\_

### HISTORY

Year(s) Built \_\_\_\_\_ Still in use?  yes  no  restricted use (describe) \_\_\_\_\_  
 Prior Fords, Ferries, or Bridges at this Location \_\_\_\_\_

Bridge Use: original and current with dates (standard descriptions: auto, railway, pedestrian, fishing pier, abandoned)\* \_\_\_\_\_

Ownership history \_\_\_\_\_  
 Designers/Engineers (last name first) \_\_\_\_\_  
 Builders/Contractors (last name first) \_\_\_\_\_  
 Text of Plaque or Inscription (write "none" if absent) \_\_\_\_\_

Narrative History (How did bridge come to be built? How was it financed?, etc. Attach separate sheet, if needed.) \_\_\_\_\_

### DESCRIPTION

#### GENERAL

Overall Bridge Design\* \_\_\_\_\_  
 Overall Condition  excellent  good  fair  poor  deteriorated  ruinous  
 Style and Decorative Details: \_\_\_\_\_

Tender Station Description \_\_\_\_\_

Alterations: Dates and Descriptions \_\_\_\_\_

*Consult Guide to the Historical Bridge Form for preferred descriptions (data are coded fields).*

DHR USE ONLY	OFFICIAL EVALUATION	DHR USE ONLY
NR List Date ____/____/____ <input type="checkbox"/> Owner Objection	SHPO – Appears to meet criteria for NR listing: <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> insufficient info KEEPER – Determined eligible: <input type="checkbox"/> yes <input type="checkbox"/> no NR Criteria for Evaluation: <input type="checkbox"/> a <input type="checkbox"/> b <input type="checkbox"/> c <input type="checkbox"/> d (see <i>National Register Bulletin</i> 15, p. 2)	Date ____/____/____ Date ____/____/____ Init. _____

**DESCRIPTION (continued)**

**SUPERSTRUCTURE**

Spans: Number \_\_\_\_\_ Total Length(ft) \_\_\_\_\_  
Main Span(s): Number \_\_\_\_\_ Length(ft) \_\_\_\_\_ Width(ft) \_\_\_\_\_ Roadway width(ft) \_\_\_\_\_  
Main Span Type(s): (Designs\*/Materials\*) \_\_\_\_\_  
Approach Span(s): Number \_\_\_\_\_ Length(ft) \_\_\_\_\_ Width(ft) \_\_\_\_\_ Roadway width(ft) \_\_\_\_\_  
Approach Span Type(s): (Designs\*/Materials\*) \_\_\_\_\_  
Deck Materials\* \_\_\_\_\_

**SUBSTRUCTURE**

Abutments (Materials\*/Description) \_\_\_\_\_  
Piers (Materials\*/Description) \_\_\_\_\_

**RESEARCH METHODS (check all that apply)**

- FDOT database search
- Fla. Archives / photo collection
- newspaper files
- informal archaeological inspection
- HABS/HAER record search
- property appraiser / tax records
- city directory
- formal archaeological survey
- FMSF record search (sites/surveys)
- library research
- Public Lands Survey (DEP)
- cultural resource survey
- Other methods (specify) \_\_\_\_\_

Bibliographic References (give FMSF manuscript # if relevant, use separate sheet if needed) \_\_\_\_\_

**OPINION OF RESOURCE SIGNIFICANCE**

Potentially eligible individually for National Register of Historic Places? yes no insufficient information  
Potentially eligible as contributor to a National Register district? yes no insufficient information  
Explanation of Evaluation (required, whether significant or not; use separate sheet if needed) \_\_\_\_\_

Area(s) of historical significance (See *National Register Bulletin 15*, p. 8 for categories: e.g. "architecture", "ethnic heritage", "community planning & development", etc.) \_\_\_\_\_

**DOCUMENTATION**

Accessible Documentation Not Filed with the Site File - including field & analysis notes, photos, plans, other important documents that are permanently accessible: For each separately maintained collection, describe (1) document type(s), (2) maintaining organization, (3) file or accession nos., and (4) descriptive information. \_\_\_\_\_

Consult *Guide to the Historical Bridge Form* for preferred descriptions (coded fields).

**RECORDER INFORMATION**

Recorder Name \_\_\_\_\_  
Recorder Contact Information (Address / Phone / Fax / Email) \_\_\_\_\_  
Recorder Affiliation \_\_\_\_\_

**Required Attachments**

(paper is acceptable).

**USGS 7.5' TOPO MAP WITH BRIDGE LOCATION MARKED**  
**PHOTO OF BRIDGE, ARCHIVAL B&W PRINT OR DIGITAL IMAGE FILE**  
If submitting an image file, it must be included on disk or CD **AND** in hard copy format (plain Digital image must be at least 1600 x 1200 pixels, 24-bit color, jpeg or tiff.



HISTORICAL CEMETERY FORM
FLORIDA MASTER SITE FILE
Version 4.0 1/07

Site #8
Field Date
Form Date
Recorder #

- Original
Update

Consult the Guide to Historical Cemetery Form for detailed instructions.

Cemetery Name
Project Name
Ownership: private-profit, private-nonprofit, private-individual, private-nonspecific, city, county, state, federal, Native American, foreign, unknown

LOCATION & MAPPING

USGS 7.5 Map Name & Date
City/Town (within 3 miles)
Township Range Section
UTM Coordinates: Zone, Easting, Northing
Other Coordinates: X, Y
Address / Vicinity / Route to

Public Tract Containing Cemetery (e.g. park name)

HISTORY

Year Cemetery Established: approximately, year listed or earlier, year listed or later
Ownership History (especially original owners)
Year Burials Ceased, if applicable
Reason(s) Burials Ceased
Range of Death Dates: Earliest, Most Recent
Acreage Expansions/Dates:
List People Important in Local, State, or National History Buried in Cemetery
Describe Previous Repair, Cleaning or Restoration Efforts

DESCRIPTION

Type (check all that apply): community, company town, epidemic, family, fraternal order, memorial park, military(not national), municipal, national, potter's field, prison, religious, Rural Movement, other(describe)
Ethnic Group(s) Interred (check all that apply): White non-Hispanic, Hispanic, Asian, Caribbean, African American, American Indian-tribe, other(describe)
Current Status: still used for burials, no longer used for burials, but maintained, abandoned
Condition: well maintained, some areas maintained, poorly maintained, not maintained, but easily identifiable, not maintained, hard to identify, not identifiable but known to exist (explain)
Total # of Graves: Does Total # Include Unmarked Graves?
Describe Evidence of Unmarked Graves (include count)
Total Cemetery Size: ft X ft or acres
Describe Cemetery Boundary (e.g. "cast iron fence", stone or brick wall, hedge, etc.)
Historical Vegetation (trees, shrubs, flowers)
Public Access: unlimited, restricted: how?
Threats (check all that apply): abandonment, agriculture, mining/timbering, public development, private development, desecration/vandalism, other (explain)
Associated Historical Properties/Archaeological Remains (non-cemetery)

Check if Historical Building Form completed
Check if Archaeological Site Form completed

Table with 3 columns: DHR USE ONLY, OFFICIAL EVALUATION, DHR USE ONLY. Rows include NR List Date, SHPO - Appears to meet criteria for NR listing, KEEPER - Determined eligible, NR Criteria for Evaluation, Owner Objection, Date, and Init.

# HISTORICAL CEMETERY FORM

## GRAVE MARKER DESCRIPTIONS

Grave Groupings (check all that apply)  family  fraternal order  military  religious  ethnic heritage  other (describe): \_\_\_\_\_

Groupings Indicated By (check all that apply)  curbing  fence  hedge  wall  other (describe): \_\_\_\_\_

Describe Orientation of Graves (East/West, North/South, etc.) \_\_\_\_\_

Describe/List Methods of Marking Graves Used (i.e., headstones, mounds, depressions, objects or plants, etc.) \_\_\_\_\_

Marker Materials (check all that apply)  marble  concrete/cement  fieldstone  granite  wrought iron  
 cast iron  white bronze/zinc  sandstone  slate  wood  
 other (describe): \_\_\_\_\_

Describe Grave Articles Found in Cemetery \_\_\_\_\_

Describe Marker Damage and Conditions (i.e., sunken, tilted, chipped, weathered but standing, broken in fragments, vandalized, etc.) \_\_\_\_\_

Characterize Condition of Inscriptions (legible, illegible, none, etc.) \_\_\_\_\_

Distinctive Grave Markers, Monuments, and/or Architectural Features \_\_\_\_\_

Signatures of Stone Carvers (specify name, town if available) \_\_\_\_\_

## RESEARCH METHODS (check all that apply)

- FMSF record search (sites/surveys)
- library research
- building permits
- Sanborn maps
- FL State Archives/photo collection
- city directory
- occupant/owner interview
- plat maps
- property appraiser / tax records
- newspaper files
- neighbor interview
- Public Lands Survey (DEP)
- cultural resource survey
- historic photos
- interior inspection
- HABS/HAER record search
- other methods (describe) \_\_\_\_\_

Bibliographic References (if unpublished, give FMSF manuscript # if relevant or location where available; use continuation sheet if needed) \_\_\_\_\_

## OPINION OF RESOURCE SIGNIFICANCE

Appears to meet the criteria for National Register listing individually?  yes  no  insufficient information

Appears to meet the criteria for National Register listing as part of a district?  yes  no  insufficient information

Explanation of Evaluation (required, whether significant or not; use separate sheet if needed) \_\_\_\_\_

Areas of Historical Significance (see National Register Bulletin 15, p. 8 for categories: e.g. "architecture", "ethnic heritage", etc.): \_\_\_\_\_

## DOCUMENTATION

Accessible Documentation Not Filed with the Site File - including field & analysis notes, photos, plans, other important documents that are permanently accessible: For each separately maintained collection, describe (1) document type(s),\* (2) maintaining organization,\* (3) file or accession nos., and (4) descriptive information. \_\_\_\_\_

## RECORDER & INFORMANT INFORMATION

Informant Information (name / address / phone / affiliation) \_\_\_\_\_

Recorder Information (name / address / phone / affiliation) \_\_\_\_\_

### Required Attachments

#### PHOTOCOPY OF USGS 7.5' MAP WITH BOUNDARIES MARKED IN RED PHOTOS, ARCHIVAL B&W PRINTS OR DIGITAL IMAGE FILES

Helpful photos may include the main gate or entrance, representative general views, unusual monuments or markers, and damage or neglect. If submitting an image file, it must be included on disk or CD AND in hard copy format (plain paper is acceptable). Digital image must be at least 1600 x 1200 pixels, 24-bit color, jpeg or tiff.

# Cultural Resource Law Overview

## State Laws

### ■ Historical Resources Act, Ch. 267, F.S.

#### **267.061 Historic properties; state policy, responsibilities.—**

(2) RESPONSIBILITIES OF STATE AGENCIES OF THE EXECUTIVE BRANCH.--

(a) Each state agency of the executive branch having direct or indirect jurisdiction over a proposed state or state-assisted undertaking shall, in accordance with state policy and prior to the approval of expenditure of any state funds on the undertaking, consider the effect of the undertaking on any historic property that is included in, or eligible for inclusion in, the National Register of Historic Places. Each such agency shall afford the division a reasonable opportunity to comment with regard to such an undertaking.

**267.11 Designation of archaeological sites.--**The division may publicly designate an archaeological site of significance to the scientific study or public representation of the state's historical, prehistoric, or aboriginal past as a "state archaeological landmark." In addition, the division may publicly designate an interrelated grouping of significant archaeological sites as a "state archaeological landmark zone." However, no site or grouping of sites shall be so designated without the express written consent of the private owner thereof. Upon designation of an archaeological site, the owners and occupants of each designated state archaeological landmark or landmark zone shall be given written notification of such designation by the division. Once so designated, no person may conduct field investigation activities without first securing a permit from the division.

#### **267.13 Prohibited practices; penalties.--**

(1)(a) Any person who by means other than excavation either conducts archaeological field investigations on, or removes or attempts to remove, or defaces, destroys, or otherwise alters any archaeological site or specimen located upon, any land owned or controlled by the state or within the boundaries of a designated state archaeological landmark or landmark zone, except in the course of activities pursued under the authority of a permit or under procedures relating to accredited institutions granted by the division, commits a misdemeanor of the first degree, punishable as provided in s. 775.082 or s. 775.083, and, in addition, shall forfeit to the state all specimens, objects, and materials collected, together with all photographs and records relating to such material.

(b) Any person who by means of excavation either conducts archaeological field investigations on, or removes or attempts to remove, or defaces, destroys, or otherwise alters any archaeological site or specimen located upon, any land owned or controlled by the state or within the boundaries of a designated state archaeological landmark or landmark zone, except in the course of activities pursued under the authority of a permit or under procedures relating to accredited institutions granted by the division, commits a felony of the third degree, punishable as provided in s. 775.082, s. 775.083, or s. 775.084, and any vehicle or equipment of any person used in connection with the violation is subject to forfeiture to the state if it is determined by any court of law that the vehicle or equipment was involved in the violation. Such person shall forfeit to the state all specimens, objects, and materials collected or excavated, together with all

photographs and records relating to such material. The court may also order the defendant to make restitution to the state for the archaeological or commercial value and cost of restoration and repair as defined in subsection (4).

**267.14 Legislative intent.**--It is hereby declared to be the public policy of the state to preserve archaeological sites and objects of antiquity for the public benefit and to limit exploration, excavation, and collection of such matters to qualified persons and educational institutions possessing the requisite skills and purpose to add to the general store of knowledge concerning history, archaeology, and anthropology. It is further declared to be the public policy of the state that field investigation activities on privately owned lands should be discouraged except in accordance with both the provisions and spirit of ss. 267.11-267.14; and persons having knowledge of the location of archaeological sites are encouraged to communicate such information to the division.

## ■ Cemetery Act, Ch. 872, F.S.

### **872.02 Injuring or removing tomb or monument; disturbing contents of grave or tomb; penalties.—**

(1) A person who willfully and knowingly destroys, mutilates, defaces, injures, or removes any tomb, monument, gravestone, burial mound, earthen or shell monument containing human skeletal remains or associated burial artifacts, or other structure or thing placed or designed for a memorial of the dead, or any fence, railing, curb, or other thing intended for the protection or ornamentation of any tomb, monument, gravestone, burial mound, earthen or shell monument containing human skeletal remains or associated burial artifacts, or other structure before mentioned, or for any enclosure for the burial of the dead, or willfully destroys, mutilates, removes, cuts, breaks, or injures any tree, shrub, or plant placed or being within any such enclosure, commits a felony of the third degree, punishable as provided in s. 775.082, s. 775.083, or s. 775.084.

### **872.05 10 Unmarked human burials.—**

a) A person who willfully and knowingly disturbs, destroys, removes, vandalizes, or damages an unmarked human burial is guilty of a felony of the third degree, punishable as provided in s. 775.082, s. 775.083, or s. 775.084.

b) A person who has knowledge that an unmarked human burial is being disturbed, vandalized, or damaged and fails to notify the local law enforcement agency with jurisdiction in the area where the unmarked burial is located is guilty of a misdemeanor of the second degree as provided in 775.082, or 775.083.

## ■ Local Ordinances

**Policy toward protecting and planning** – Various local laws.

**Resource violations-** Can charge violations with: Burglary, Trespass, Vandalism, or other local laws protecting archaeological resources.

## GUIDANCE CONCERNING UNMARKED BURIALS

Section 872.05 Florida Statutes, specifies procedures to follow upon discovery of unmarked human remains and associated artifacts. A key element of the section is the issue of determination of whether the remains appear to have been interred less than 75 years or more than 75 years. Those less than 75 years remain under the jurisdiction of the Medical Examiner, while the State Archaeologist may assume jurisdiction for those over 75 years.

To assist the Medical Examiner and law enforcement officials in determining when unmarked human remains have been interred for more than 75 years, we offer the following suggestions.

- 1) If the human remains are found eroding out of or have otherwise been exposed in a Native American shell midden site, observe the material over the human remains. If there is a continuous shell lens sealing the remains, then they are definitely over 75 years. If however, there is a break in the shell layers, that is evidence that a burial pit was dug through the layer then refilled. The question is then when was the pit dug, and the remains may or may not be older than 75 years.
- 2) If the skeletal material is directly associated with prehistoric or pre-1920 artifacts, and appears to have been so associated since the time of interment, then the presumption is that the remains have been interred more than 75 years.
- 3) If there are multiple interments, the overall burial setting must be considered. Interments that do not fit the pattern may be intrusive and may be less than 75 years old.
- 4) Bone mineralization is not considered to be a reliable indicator of age, since skeletal remains thousand of years old are often not mineralized, and skeletal remains interred less than 50 years have sometimes been mineralized.
- 5) Dental attrition is an indicator, while tooth loss from poor hygiene is not an indicator. Attrition is a result of diet plus tooth use (e.g., teeth as tools). Attrition is more extreme in prehistoric populations than in virtually any modern group.
- 6) In general, wooden boxes/caskets with square or cut nails are older than 75 years, while those with wire (round shaft) nails are less than 75 years old.
- 7) In general, shoulder expanded caskets are older than 75 years, while rectangular shaped boxes are nearly always less than 75 years old.
- 8) If the grave appears to be in a formal burial context and lacks a grave marker, it probably dates more than 75 years, since wooden markers commonly in use would have deteriorated in less than 75 years.
- 9) In general, handmade sandy brick and tabby indicate a burial site more than 75 years old. Older grave plots often exhibit old mortar and wrought iron fencing.
- 10) Trees and shrubbery that appear to be close to 50-75 years old and which are growing out of the grave pit, generally indicate an interment in excess of 75 years.



- 11) If upper incisors of several individuals are shovel-shaped, then the remains are probably those of Native Americans and, with rare exceptions, will have been interred for more than 75 years. Consult standard forensic texts for other nonmetric indicators of Amerind genetic origin.
- 12) If the bones have a greasy or organic texture or stain, however slight, they have probably been interred less than 75 years. A simple test is to burn a piece. If it smokes, it isn't old. Likewise, except for peat bog settings, if there is any organic tissue or hair remaining, the interment is less than 75 years old.
- 13) Dental filing (not filling) is a culture trait which went out of style around the turn of the century. Thus, individuals with filed teeth will generally be found in burials over 75 years old.
- 14) Ceramic pipe stems may leave restricted incisor occlusal grooves, and are indicators of burials over 75 years old. Other restricted and specialized attrition such as interproximal grooves on molar teeth are known only from prehistoric populations. Molnar and other standard dental anthropological texts have many examples of specialized dental patterns almost entirely restricted to prehistoric populations.
- 15) The presence of cloth or leather, except in peat bog contexts or in contact with copper, generally indicates that the interment is less than 75 years old.
- 16) The presence of plastics and rubber products like buttons or other clothing parts indicates that a burial is less than 75 years old.
- 17) While older artifacts, such as coins, jewelry, or pocket watches, may be keep-sakes buried with individuals, the presence of wrist watches, recently dated coins, modern jewelry, and the like indicates that an interment is less than 75 years old.

WHEN IN DOUBT, PROCEED WITH CARE AND DO NOT REMOVE ANY MORE OF AN INDIVIDUAL'S REMAINS THEN IS ABSOLUTELY NECESSARY TO DETERMINE WHETHER THE INTERMENT IS OLDER THAN 75 YEARS. ARCHAEOLOGISTS ARE ALWAYS READY TO ASSIST IN SUCH DETERMINATIONS. IF THERE IS A QUESTION OF AGE, PLEASE CALL THE STATE ARCHAEOLOGIST AT 850-245-6444. CEASE ALL SITE DISTURBING ACTIVITY UPON DETERMINING THAT HUMAN REMAINS ARE OVER 75 YEARS OLD. CALL THE STATE ARCHAEOLOGIST.

*Archaeological Research Considerations Concerning Unmarked Historic Cemeteries and Grave Sites  
in Florida*

B. Calvin Jones, Archaeologist  
Bureau of Archaeological Research  
Florida Division of Historical Resources  
February 9, 1994

During the past two decades the Bureau of Archaeological Research (BAR) has conducted a number of research projects relating to the discovery and identity of unmarked historic cemetery and gravesites in Florida. Most of this work has been done since 1987, due to increased protection provided for these sites in amendments to Chapter 872, Florida Statutes. The author has conducted a number of such projects for the BAR.

This report is provided as a working document for citizens concerned about archaeological procedures or methods required in unmarked historic cemetery and gravesite investigations. It focuses primarily on 19<sup>th</sup> and early 20<sup>th</sup> century cemeteries since these sites are coming under increasing pressure from development. Property owners and developers are often unaware of them or, perhaps being unaware of the provisions of Chapter 872, F.S., choose to ignore them since they may be abandoned and unmaintained.

Many historic cemeteries and gravesites contain few, if any extent grave markers. The markers often were made of wood and have since deteriorated, or were of stone or concrete. The removal of more durable ones may have occurred for various reasons. Marked sites are covered by 872.0, F.S., whereas (presently) unmarked human burial sites, both prehistoric and historic, come under the protection of 872.0, F.S. Although no less important, prehistoric burial sites are not dealt with in this report.

The author believes that all reasonable attempts should be made to locate and record historic human burial sites by deed, so this action may result in encumbrances to properties on which they occur. This will help insure their protection through owner awareness as properties are transferred. To the author's knowledge, this protective measure is not currently being done. Whereas Florida Statute 872 provides protection for all cemeteries, it is silent with respect to identification and recording requirements.

#### Unmarked Historic Cemeteries in Florida:

Every county in Florida presently contains a legacy of unmarked and unrecorded cemeteries. Except for traditional American Indian graves, which were often placed in burial mounds prior to 1500 A.D., most of these sites were established during the 1800s. However, unmarked cemeteries and graves presently exist for virtually all early Florida cultures including those of the Spanish and British periods, as well as those for the early 20<sup>th</sup> century. These sites contain the remains of the people who helped form our state and economy.

Most unmarked historic cemeteries, particularly those prior to the 20<sup>th</sup> century, were not dedicated by deed and thus have often been lost except from local and family memory, or the state, regardless of racial or ethnic origin. Different racial sections often comprised a cemetery. Whites and blacks were often buried in separate sections of the same cemetery. At the 1830s Fort Brooke site in Tampa the graves of Seminole Indians were also contained in a separate section near white and black areas.

It seems that primarily only church and town cemeteries that continued in use for a long time were recorded by deed. Cemeteries associated with state and county penal institutions and asylums, railroad construction, lumbering, turpentine, plantation, other agricultural businesses, and ship quarantine, for example, usually were not recorded. A location on public property was often chosen by the state or county institution for a place of burial and individual burials were unmarked or often had perishable markers. The burial location was often later abandoned and forgotten. Sometimes, the company, grove owner or plantation owner, or some good soul just allowed community members or workers to use an assigned place as a burial site and no one saw the need to formally set these sites aside, since everyone at the time knew they were graveyards. These communities just assumed that their cemeteries would continue in perpetuity, not realizing that settlements would be moved or abandoned—that property ownership would change, or the like.

The fact that abandoned sites occur has not, except for vandals, been a major problem in Florida until recent years, since such locations have generally not been threatened. But, with the present rapid growth and urban expansion increasing the value and demand for land, such sites are being increasingly lost by either being covered over or destroyed.

Awareness of an unmarked 19<sup>th</sup> or early 20<sup>th</sup> century cemetery or gravesite's existence is primarily a matter of some historical knowledge. However, a site's exact location and content or size is often dependent on the results of archaeological field work, since detailed historical data pertaining to a cemetery's extent and makeup does not usually exist and locally reported data pertaining to these aspects may be in error.

#### Unmarked Graves

Many of the recorded and unrecorded 19<sup>th</sup> and early 20<sup>th</sup> century cemeteries in Florida contain unmarked graves. This is specifically true for black graveyards, since few blacks, and many whites, during these times, could afford proper stones. Good stone markers, which cost proportionally more than they do today, were often shipped in from the Northeast. Often used flimsy wooded markers lasted only a few years. Afterwards, grave identities were lost except to family members. The subsequent removal shells, stones, jars, plates, bricks, flower holders, and the like, often placed in memorial on a grave, or used for its delineation, has frequently removed any trace of a grave's presence. Removal of these artifacts and materials has often occurred by well-intentioned people who collect such items to sell or keep as curios. Soil depressions from the collapse of wooden caskets are most often the best evidence of grave locations, although these have often been filled and/or occur within areas where differentiations from natural depressions are difficult.

Only in rare instances were individual gravesites identified on a cemetery plat or map during the 19<sup>th</sup> century. Undertakers and funeral directors seem to have rarely recorded the exact locations of interments.

Only in recent years with the regulation of the burial industry, formalized platting of graveyards, and numbering of grave plots have the identities of interments been recorded. The lack of recording grave locations has frequently resulted in the intrusion of newer graves into extant graves, even within recorded cemeteries, particularly in public provided areas for the indigent.

The identification of unmarked grave locations is thus primarily dependent on archaeological field work that leads to their discovery. Identifications of individuals within gravesites are primarily dependent on genealogical and historical data, but physical anthropological data can be of some value if there is skeletal preservation.

## Recommended Archaeological Research for the Identity of Unmarked Cemeteries and Gravesites:

The type and amount of archaeological investigation needed for the identification of cemeteries and individual grave sites are dependent on how much is known about each, i.e. the known historical data, the degree of modification which may have occurred at individual grave plots, and the level of data desired about each. The identity of an unmarked cemetery may only require a careful surface inspection for the discovery of grave depressions and associated artifacts. Old bricks, stones, crockery, glass bottles, shells, and ornamental trees are often found at historic gravesites (Jones 1990; 1993a). Site investigation, however, generally requires some subsurface excavation, since accumulated soils often bury artifacts.

Determining the boundaries a cemetery usually requires some subsurface excavation or “ground truthing” of the area, since burials are known to occur outside (former) fenced areas. For instance, the graves of a white plantation owner’s family often occur within a fenced and formally marked area, while the now unmarked grave plots of family servants may occur just outside the formal area.

Determining the distribution of grave locations to establish the boundaries of a cemetery can be accomplished with a combination of subsurface testing and use of ground penetrating radar (Jones 1993a). Ground penetrating radar, which records the location of subsurface anomalies such as burial pits, generally cost about \$400.00 per day in 1993. However, subsurface evaluation or “truthing” of each anomaly has to be done to verify each grave, since tree stump holes, large tree roots, and other subsurface disturbances often mimic grave pit signatures (Jones 1993b).

Where feasible (i.e., when trees and extant markers are not in the way of heavy equipment usage) and when preservation of a suspected burial area is in contention in advance of planned ground disturbing activities, unmarked burial areas may be most effectively discovered by scraping the soil to depths of from 6 inches to 2 feet below ground surfaces (Jones 1991; 1993c). Front-end loaders of the size necessary to accommodate the available space to be investigated are most effective. The smaller the space, the smaller the loader size. Tight or narrow space areas can be done with a backhoe or by hand trenching (Jones 1990; 1993d). Gradalls (ditch scraping equipment) can also be used in open or hard-to-get-to areas. All equipment has to have a flattened edged cutting blade.

The purpose is to carefully cut the ground horizontally to expose burial pits, without reaching depths that may damage a casket and its contents. Usually, this is from about 6 inches to 1 foot. Deep sandy soils generally require slightly deeper cutting to expose mottled soils, which indicate the presence of a grave. Large areas having no impediments to equipment usage can be most feasibly investigated by use of a road maintainer or grader to expose extensive subsurface areas (Jones 1993b). Nineteenth century burials generally range from 3.5 to 5.5 feet in depth below ground surface.

The positive identification of a 19<sup>th</sup> century deceased person can rarely be made by archaeological and physical anthropological research alone. The exhumation and physical analysis of skeletal remains can provide the age, sex, and race of a person, if the remains are well preserved. However, most pre-20<sup>th</sup> century skeletal remains are poorly preserved. A hand drilled small core boring placed into the grave can reveal the preservation condition of a deceased and associated casket—which is usually of wood (Jones 1991).

## Costs of Archaeological Research:

The Bureau of Archaeological Research conducts projects to locate and identify cemeteries and graves as an agency of last resort, since it does not have the staff nor funding to provide this service to the public. A number of private consultants also conduct such research where it is needed. Average costs for an archaeologist vary from about \$200-400.00 per day plus expenses. The cost of a physical anthropologist is about the same. If ground penetrating radar is used, the services of a geologist or geophysicist will also be necessary, as mentioned above.

#### Other laws related to Cemeteries and Human Graves in Florida That Should Be Considered Prior to Conducting Archaeological Research:

For legal disinterment and reinterment of a human burial see F.S., Chapters 382 (particularly sections .061 and .14) and 470.00. For cemetery laws (under the Department of Banking and Finance) see the Florida Cemetery Act, F.S., Chapter 497 (particularly section .071 pertaining to abandoned cemeteries; immunity; actions). For rights of ingress and egress of relatives of a deceased person to a cemetery, see F.S., Chapter 704.08.

#### References:

Jones, B. Calvin

1990 Survey of Robinson Point Cemetery Site (8SR764) on Blackwater Bay, Santa Rosa County, Florida. Manuscript on File in the Florida Bureau of Archaeological Research, Tallahassee.

1991 Final Subsurface Assessment of the West Edge of the Richardson Cemetery Wakulla County, Florida. Manuscript on File in the Florida Bureau of Archaeological Research, Tallahassee.

1993a Artifactual Evidence of 19<sup>th</sup> and Early 20<sup>th</sup> Century Unmarked Graves and cemeteries in Florida. Manuscript on File in the Florida Bureau of Archaeological Research, Tallahassee.

1993b March 1993 Search for Phoebe Frazier Grave site and Slave Cemetery on Mid-Florida Mining Industries Property in Marion County, Florida. Manuscript on File in the Florida Bureau of Archaeological Research, Tallahassee.

1993c 1993 Ground Penetrating Radar Assessment and Archaeological Survey of Old City Cemetery Along Macomb Street in Tallahassee, Florida. Manuscript on File in the Florida Bureau of Archaeological Research, Tallahassee.

1993d August 1993 Assessment of the Rushing Cemetery in Santa Rosa County, Florida. Manuscript on File in the Florida Bureau of Archaeological Research, Tallahassee.

# PROCEDURES FOR RESPONDING TO ARCHAEOLOGICAL LAW VIOLATIONS ON PUBLIC LANDS

## FLORIDA ARCHAEOLOGICAL LAW ENFORCEMENT TASK FORCE

Archaeological sites and their artifacts are the only remains of the longest part of our American heritage. The archaeological record of human activity in Florida goes back at least 12,000 years with only the last 500 having written history. In recognition of the importance of archaeological remains to the public and the realization that they are fast disappearing due to vandalism, neglect and development, archaeological resource protection laws have been established for public lands.

### LAWS

**Federal:** Antiquities Act of 1906; Archaeological Resources Protection Act of 1979 (ARPA): Public Law 96-95 (16 U.S.C 470); Native American Graves Protection and Repatriation Act of 1990 (NAGPRA): Public Law 101-601 (25 U.S.C 3001); theft of Government property (18 U.S.C 641); destruction of Government property (18 U.S.C 1361). ARPA can apply to state and private lands if artifacts are taken without permission of the land owner and taken across state lines.

**State:** Chapter 267.13 (Florida Historical Resource Act); 872.05 (Offenses Concerning Dead Bodies and Graves); 253.04 (State Lands); 812.014 (Theft), Florida Statutes. Chapter 872.05 applies to all lands, public and private, while the others apply to all State owned or controlled lands.

As sites become more scarce, illegal removal, sale and trade of artifacts becomes more profitable. Criminals are willing to take greater risks and go to greater lengths to target sites and artifacts on public lands. Some pose as legitimate visitors for other purposes (bird-watching, hiking, camping, etc.), have sophisticated stories to hide their true intent, or pose as permitted professionals.

Public land managers and law enforcement officers are responsible for protecting archaeological resources from illegal disturbances. In some cases, these crimes can be prevented by land managers and law enforcement officers asking simple questions of suspicious visitors they encounter. In other cases, when the crime is in progress or has already been committed, personal safety, informing appropriate land manager/law enforcement contacts and preserving the crime scene become top priorities.

### CLUES

#### Suspects may:

- Be at, or have been in the vicinity of, an archaeological site**, usually in remote areas away from public view.
- Have soiled clothing** associated with digging (dirt on hands, knees, and/or elbows; fresh soil on shoes; sweaty or dirty all over).
- Have excavating equipment** on their person or in the vicinity (shovel, trowel, pick, screen, backhoe, probe rods, bulldozer).
- Have other equipment** such as metal detector, ground penetrating radar, SCUBA gear, video cameras, walkie-talkies, night-vision gear or police scanner.
- Be dressed in camouflage clothing** and have camouflaged exposed skin.
- Be in an area disturbed from recent digging** with exposed holes (maybe many small holes if a metal detector was used) or may cover and camouflage exposed holes to continue digging later or obscure their work.
- Be in an area with exposed artifacts** (artifacts are small and easily concealed, some are very fragile).
- Have containers for storing or carrying artifacts** (boxes, plastic bags, paper bags, tied-up handkerchiefs, leather pouches, cloth bags, etc., which may be cached or discarded in the immediate area).
- Hide vehicle or boat** to avoid detection or may have fake decal on vehicle to impersonate official agency, university or organization (use of an official vehicle may have been obtained under false pretenses).
- Have lookout(s)** or dog or other devices such as trip wires, to provide early warning of anyone's approach.
- Have notes or photos or camera with film** documenting present or past looting activities.

## WHAT DO YOU DO IF YOU SEE A POTENTIAL VIOLATION IN PROGRESS

### **ARCHAEOLOGICAL LAW VIOLATORS ARE OFTEN ARMED AND CAN BE DANGEROUS!**

**Observe, photograph and take written notes or videotape** (with sound turned off) as much as possible without being detected.

**Make a photo log** noting subject, time, distance, direction. Account for every photo taken.

**Note kind of transportation** used, describing and photographing (if possible) the automobile and/or boat, record license number.

**Note whether suspect is alone** or has help. Be careful that the helper is not watching you!

**Call appropriate law enforcement** as soon as possible.

**Do not approach scene** unless law enforcement has arrived and has the situation under control. Valuable evidence can exist in soil, backfill piles and holes, which could be easily contaminated.

## HOW TO PROCEED IF YOU ARE NOT A LAW ENFORCEMENT OFFICER

ONLY APPROACH THE SCENE IF THE SUSPECT IS GONE FOR GOOD, AND LAW ENFORCEMENT IS GOING TO BE DELAYED, AND EVIDENCE MAY BE DESTROYED IF YOU DO NOT PROTECT IT.

**Cover the holes and disturbed soil** with a tarp or plastic if possible, taking care not to step in or disturb the holes or disturbed soil.

**Do not remove exposed artifacts** because these are used by archaeologists to compile damage assessments. Only remove them if you have no way to cover the holes and the archaeologist for the damage assessment will be indefinitely delayed. If you must remove them, carefully record (and photograph, if possible) the location of each item before you disturb it (make a sketch map which notes where each item was recovered and indicate locations of holes and backfill piles).

## HOW TO PROCEED IF YOU ARE A LAW ENFORCEMENT OFFICER

**Once observations, notes, and photos have been made, suspect may be approached.** The suspect may have a lookout posted at the most common route to the area, so you may need to choose an alternate approach. Some suspects will flee the scene.

**Suggested questions to ask** include:

- How long have you been here? Are there others with you? Whose land do you think you are on?
- Do you have your own artifact collection? How long have you collected?
- Do you sell artifacts? How did you find out about the site?

**Question suspect about suspicious equipment** in plain view.

**Look for and make note of soiled clothing** (knees, buttocks, elbows, etc.) or shoes which suggest contact with recently disturbed soil.

**Confiscate all artifacts** since they are public property and should not be removed from the scene.

**Contact public land manager and Division of Historical Resources.** (850) 245-6444

**Collect evidence first that will disappear first, such as footprints, shovel and other soil impressions, and tire tracks.** Photograph and draw sketch notes of evidence before you collect it. Do not rely on memory. For your report to be accepted as evidence in court, you must have original notes that support it. Your notes will be evidence in the trial.

**Be careful not to step within the holes or disturbed soil or disturb them in any way.** Anything left in place in the hole or looter's disturbed soil should not be collected by law enforcement. These items are used by the archaeologist to assess damage.

### REMEMBER

- The archaeologist and law enforcement officers should work at the site together.
- Suspect can also be cited for theft and/or destruction of public property
- Equipment used during violations may be subject to forfeiture
- In some cases charges can be brought at a later date

**For further information contact the Florida Division of Historical Resources at (850) 245-6444**