

**Guidelines for Conducting Archaeological Investigations for Anne Arundel County,  
(Planning and Zoning and the Office of Environmental and Cultural Resources)**

Archaeology conducted as a requirement of development in Anne Arundel County should closely follow the Maryland State Guidelines for Archaeological Investigation (Shaffer and Cole 1994). The standards for background research, fieldwork, artifact processing, and reporting should meet the guidelines discussed in Shaffer and Cole. There are however, certain amendments and modifications that consultants should incorporate into reports prepared for Anne Arundel County's Planning and Zoning Office. Following are several elements and suggestions for completing cultural resource reports for the County.

A) Archaeological surveys in Anne Arundel County are most often conducted under Article 17, Title 6 (General Development Provisions) Subtitle 5 (Historic Resources, Archaeological Resources and Cemeteries) of the Anne Arundel County Code and Subdivision Regulations. This legislation **must be** referenced in the report text and in other pertinent documentation.

B) As with the Maryland State Guidelines, if an archaeological site is discovered, the site must be recorded on the Maryland Archaeological Site Survey Form. A copy of this form should be included in the report and a copy should be forwarded to the MHT, along with a copy of the final report. The site number must be obtained before our office will finalize a report.

C) Please include the name(s) of the property subdivision, the County's subdivision and project numbers, and when possible, the names of the developer, owner, and/or engineer in all correspondence and in the report. Projects often change names and with this additional information, it is easier to track the project in the review process.

D) Anne Arundel County's archaeological program is a locally determined review process conducted within the County's Planning and Zoning Office, independent of the Maryland SHPO. All cultural resources are evaluated based upon local standards and guidelines, which while similar, are not the same as National Register Criteria. The threshold for protection of sites in the County does not need to meet National Register Criteria for county action and protection.

\* References to National Register eligibility **should not** be included as a component of reports produced for Anne Arundel County Planning and Zoning. If the report is fulfilling our requirements in conjunction with the State, the significance statements should reflect the dual purposes.

E) If a survey discovers significant resources and additional work is required, a final report on all components of the project (from Ph I through III) can usually be compiled in one final report document. Please consult with our office in such an instance.

F) A single copy of the draft report must be submitted to our office. When finalized, 3 copies of the final report should be submitted to the MHT library, JPPM, and to our office. Consultants are encouraged to maintain close consultation with our office throughout all stages of fieldwork.