Arizona State Museum
THE UNIVERSITY OF ARIZONA.

ARCHAEOLOGICAL SITE RECORDING MANUAL

December 1, 1993

Version 1.1

Arizona State Museum
The University of Arizona
Tucson, Arizona 85721

August 21, 1995

Revised Site Definition Policy

Archaeologists working on State Lands within Arizona:

The following constitutes a revision to the Site Definition Policy issued from this office on 1 July, 1987. It also incorporates certain points from the ASM Archaeological Site Recording Manual, ver. 1.1, 1 December, 1993. The following criteria must be employed by all archaeological professionals in order for the Arizona State Museum to accept ASM site cards.

The purpose of the policy is to ensure that all substantial discoveries of archaeological finds are properly recorded as sites. At the dame time, the policy seeks to prevent the recording as sites of isolated features devoid of chronological information. The determination of what constitutes as archaeological site is, to a certain extent, a matter of professional judgment. However, if certain minimal archaeological discoveries (listed below) are encountered, then an ASM site card must be completed and submitted. In other words, if the archaeological discoveries exceed the minimum criteria listed below, a site card must be filled out. Sites that do not meet the minimum standards, but which the archaeologist deems worthy of site status, may also be assigned ASM numbers (assuming that a properly completed ASM site card is submitted to ASM).

Most archaeologists define sites based on consideration of age of remains as well as density and diversity of artifacts and features and the spatial arrangements of these remains with the area under consideration. The following guidelines should be used to define archaeological sites:
All sites should contain:

1. physical remains of past human activity are at least 50 years old.

Additionally, sites should consist of at least one of the following:

2. 30+ artifacts of a single class (ie., 30 sherds, 30 lithics, 30 tin cans) within an area 15 meters (50 feet) in diameter, except when all pieces appear to originate from a single source (ie., one ceramic pot, one core, one glass bottle),

3. 20+ artifacts which include at least 2 classes of artifact types (ie., sherds, groundstone, nails, glass) within an area 15 meters (50 feet) in diameter,

4. one or more archaeological features in temporal association with any number of artifacts.

5. two or more temporally associated archaeological features without artifacts.

Non-linear, isolated features without associated artifacts may be recorded at the discretion of the archaeologist. An "isolated feature" is defined as a feature that does not have any other features within a 100 meter (325 feet) diameter. This might include isolated rock piles, mine shafts, prospecting pits or unidentified depressions without artifact associations.

To reiterate, archaeological discoveries that satisfy the above criteria must be documented as sites in order to comply with Arizona State Museum requirements.

Thank you for your cooperation.

Sincerely,

Paul R. Fish
Curator
Archaeology Division
Arizona State Museum

CONTENTS

APPENDIXES

FIGURES

TABLES

Preface

This manual details the revised procedures for recording archaeological site information on State Land. These procedures have been designed to improve the quality and consistency with which information is entered and maintained in AZSITE, the Arizona State Museum archaeological site database. As part of this revision process, ASM has refined its archaeological site definition policy and improved the structure of both the site card and the AZSITE database. The Arizona State Museum Archaeological Site Card has been redesigned to serve two functions:

1. The card will continue to function in its traditional role as the permanent paper record of the original field observations of the site.
2. The new card's 8.5"-by-11" format has been specifically designed to serve directly as the AZSITE data entry form.

An important characteristic of this new recording format is that closely related kinds of information are grouped together to make field observations, final card preparation, and data entry as efficient as possible. Likewise, the AZSITE database has been recently redesigned to make it correspond directly to the new recording format. A revised structure for recording features will provide the database user with the ability to search for and locate records based upon specific selection criteria.

This manual is the result of a two-year effort to revise and improve the ASM Site Card and the AZSITE database. Because it represents the first major revision in over ten years, minor modifications and additions are expected to be made during the next few months. Comments / corrections should be addressed to either:

Beth Grindell, AZSITE Coordinator, Arizona State Museum, University of Arizona, Tucson, AZ 85721, (602) 621-1271, or

Karen Lominac, Computer Manager, (same address), (602) 621-4697.

Acknowledgements

The revisions to the AZSITE database, the new ASM Archaeological Site Card and the first drafts of this manual were the work of Karen Lominac and Kenneth C. Rozen, both of whom devoted long hours to considering all aspects of site recording and data entry. John Madsen, Rich Lange, Beth Grindell, Art MacWilliams and Joanne Newcomb tested the results with real data and provided editorial comments on the manual.

December, 1993.

I. OVERVIEW AND GENERAL INSTRUCTIONS

Overview

This AZSITE Manual is made up of four sections:
1. Overview and general instructions,
2. A completed ASM Site Card,
3. Instructions for completing the Site Card, and
4. Appendixes containing:
   ASM's archaeological site definition policy,
   definitions of features,
   definitions of feature uses,
   instructions for calculating UTM coordinates, and
   a description of the ASM site class coding system.

The Site Card is your record of what was observed in the field, and is used to convey that information to the AZSITE database where the site data exist in an easily retrievable form. The Site Card is therefore also the data entry document, and as such requires the use of restricted format and sometimes coded data to ensure consistency in the database.

The Site Card consists of 6 pages, lettered sequentially, A through F.

Side A asks for administrative and locational information, as well as a narrative description of the site. Most of the information should be entered as text or as numerical data. Some information fields, notably in the administrative section, require the recorder simply to check the appropriate category. Site Description Remarks allow the recorder to make any relevant comments about site interpretation or general description.

Side B lists all fields for which data entries are limited to controlled terms. These fields include Feature Name, Feature Use, Cultural Affiliation and Feature Age. In all cases where entries must be selected from the list of terms on Side B, the recorder has the option of entering either the term itself or the computer code that is supplied with the term.

Side C requires information about the environmental setting and the artifact assemblage. Two of the fields (Depositional Context and Site Type) require only that the recorder select one of the listed term. The Environment portion requires narrative descriptions. The Artifacts portion will accomodate exact counts, estimates or presence/absence statements about the artifacts observed, a list of diagnostic artifacts and a narrative statement describing the assemblage.

Sides C and D require information concerning the features defined for each site. As noted above, Feature Name, Feature Use, Cultural Affiliation and Feature Age require the recorder to refer to Side B for choices. If none of the listed Feature Names is appropriate, any feature name may be used. However, use of this controlled list, wherever appropriate, will greatly facilitate database searches. For example, consistent use by recorders of "Canal" for irrigation canals will allow searches under only this one term, rather than searches under "canal", "ditch", "trench", "channel", "irrigation ditch", etc.

Side E provides space for a sketch map of the site.

Side F should be used to provide a full-scale photocopy of the appropriate portion of the USGS 7.5′ topographic sheet.

General Instructions

1. Obtain ASM Cards --
Request site cards from ASM or provide computer-generated facsimiles. The pages must be 8.5 x 11 inch white paper and, if computer-generated, must contain all fields and captions. Please do not use any font size smaller than 9 point.

2. Obtain ASM Site Numbers --
On completion of the survey project, call or write the ASM Site Files Office (621-4011; ASM Building 26, University of Arizona, Tucson, 85721) to obtain the necessary quantity of site numbers. You must provide the number of the 7.5′ USGS quad (e.g., AZ G:12:SW) and an exact count of the number of sites for which you need numbers in that quad.
　　　If the sites are part of a survey project, please provide the name of the project. An ASM survey project number will be assigned at the time that the site numbers are issued. This survey number, for ASM use, will allow the site cards and data to be tracked through the recording and data entry process.

3. Return the ASM site cards to the Site Files Office --
The cards must be typed and include the ASM site numbers. Cards not typed or with incomplete or incorrect locational data (including maps) will be returned to the recording organization for correction.
　　　Sides E and F of the site card, the sketch map and a photocopy of the relevant portion of the USGS 7.5′ map, are essential elements of the record. If several sites are located on the USGS map, only one copy of the portion of the map needs to be submitted, although the sites must be clearly marked.
　　　If it is necessary to write on the cards (e.g., to enter the site number on the right margin), do so only in black ballpoint pen. Anything else will either bleed (felt-tip pens, for instance) or will not photocopy, if necessary.

When the cards are received at ASM, the site locations will be plotted on ASM quad maps and the data will be entered into the AZSITE database. The cards will be retained in card files.

In the next section, Figure 1 illustrates completed ASM site cards.

ARIZONA STATE MUSEUM ARCHAEOLOGICAL SITE CARD

RECORDER ADMIN

Field No:_**M-401**___ Recorders:__**James, T.**_____ / __**Smith, N.**_____
__**Knudsen, B.**_____ / _____ NatlReg Opinion: **Eligible**___
Recording Organization:__**Arizona State Museum**_____ Date Recorded: **11/06/85**
Proj. Name:_____**Northern Tucson Basin Survey**_____
Site Name:_____**none**_____
Land status (check one):   PVT__ CTY__ CO__ ST**xx** TRIB__ USFS__ USFW__
                             NPS__ BLM__ DOD__ ACE__ BOR__ RTC__
Owner/Agency name:___**Arizona State Trust Land**_____
Survey Colls: Y**xx**N__ Repository Inst:__**Arizona State Museum**_____
Report Ref: **Fish, Paul, Suzanne Fish and John Madsen 1992 The Marana Community in the**
          Hohokam World. Anthropology Papers of the University of Arizona, No. 56

LOCATION

Mapname USGS:_**Tortolita Mtns.**_____ Series:_**7.5**'State:_**AZ** County:_**Pinal**___ El:_**2720** ft
Site size: (in Ft__ or M**xx**) Length**120** Width__**70**__ How measured: EST__ PACE**xx** MAP__ TAPE__

cntr UTM: Z **12** E **489450** N **3601900**	BL	TWN	RNG	SC	SUBDIVISION	
peri UTM Z **12** E **489400** N **3601900**	**GI**	**10S**	**12E**	**16**	**SE4SW4NE4NW4**	
peri UTM Z **12** E **489500** N **3602000**	__	____	____	__	_____	
peri UTM Z __ E _____ N _____	__	____	____	__	_____	
peri UTM Z __ E _____ N _____	__	____	____	__	_____	

How were UTMs derived: USGS Map_**xx**_ GPS ____

INTERPRETATION

Site Description/Remarks:

The main body of the site appears to be Archaic, based on the point and tool
assemblage. There are later ceramics and house outlines. Bedrock metates are
immediately north along the wash.

AGENCY ADMIN

	Additional Documentation type	document location
Agency Site No:_____	__**photos**_____	in _**ASM**_____
Agency Proj. No:_____	__**field notes**_____	in _**ASM**_____
Natl Reg Rec:_____	_____	in _____

ASM Site No: AZ**AA : 8 : 210** (ASM)   ASM Proj No.: __**1985-307**__   ASM Permit No:_____-____

ASM ADMIN

ASM USE ONLY Class:__ Within AZ ____:____(ASM)	Corrections:
QP ___:___ Contains AZ ____:____(ASM)	
QP ___:___ Biblio Ref._____ Plotted __/__/__ by__	
QP ___:___ Acc.No ___-____ AZSITE DE __/__/__ by__	

ASM Site Card Rev. 12/3/93

II. Figure 1. Examples of Two Completed Site Cards

Feature Names Keyword List

1	Ash Stain	58	Log Cabin
2	Artifact Scatter	59	Masonry Structure
3	Atalaya	60	Midden
4	Ball Court	61	Milled Lumber Structure
5	Barn	62	Mine
6	Battle Site	63	Mine Waste
7	Bedrock Grinding Stone	64	Monument
8	Bedrock Steps	65	Mound, Structural
9	Bin/Cist	66	Mound, Trash
10	Brick Kiln	67	One Room Structure
11	Bridge	68	Orchard
12	Burial/Grave	69	Ore Processing Facility
13	Burned Rock Midden	70	Ore Transport Feature
14	Cache	71	Outbuilding
15	Cairn	72	Outhouse
16	Canal	73	Oven
17	Car Body	74	Painted Petroglyph
18	Cavate Room	75	Pecked Bedrock Depression
19	Cemetery	76	Petroglyph
20	Charcoal Stain	77	Pictograph
21	Church/Religious Structure	78	Pithouse
22	Clearing in Desert Pavement	79	Plaza
23	Clay Quarry	80	Posthole
24	Coke Oven	81	Pottery Kiln
25	Compound Walls	82	Public Building
26	Communication System, Linear	83	Quarry
27	Constructed Linear Feature, Undefined	84	Railroad Track/Bed
28	Corral	85	Ramada/Shelter
29	Cremation	86	Reservoir
30	Depression, Undefined	87	Resource Procurement Area
31	District	88	Road/Trail
32	Dugout	89	Roasting Pit
33	Dump	90	Rock Alignment, Undefined
34	Excavated Linear Feature, Undefined	91	Rock Feature, Undefined
35	Fence	92	Rock Pile
36	Field	93	Rock Ring
37	Field House	94	Roomblock
38	Fired Brick Structure	95	Sawmill
39	Garden	96	Scatter, Sherd
40	Graffitti	97	Scatter, Trash
41	Grain Mill	98	Shed
42	Great Kiva	99	Shrine
43	Hearth	100	Soil Control Structure
44	Historic Settlement	101	Spring Control Device
45	Hogan	102	Stage Stop
46	House Extant	103	Stockade
47	House Foundation	104	Sweat Lodge
48	Human Remains	105	Tank
49	Hunting Feature	106	Tent Base
50	Intaglio	107	Tower
51	Kiln	108	Trading Post/Mercantile
52	Kiva	109	Trailer
53	Lime Kiln	110	Trincheras
54	Linear Border	111	Wall
55	Lithic Quarry	112	Water Control Device
56	Lithic Scatter	113	Well
57	Livestock Enclosure	114	Wickiup
		115	Windmill
		116	Other (note in Feature Remarks)

Use, Culture, & Age Keyword Lists

Use

1	Unknown Use	11	Communication
2	Accidental Loss	12	Monument
3	Passive Accumulation	13	Art
4	Observation	14	Recreation
5	Resource Procurement	15	Commerce
6	Agricultural	16	Defense
7	Manufacturing/Production	17	Religious/Ceremonial
8	Conveyance/Transportation	18	Government/Public Bldg.
9	Storage	19	Habitation
10	Disposal	20	Subsistence/Food Prod.
		21	Other (note in Feature remarks)

Cultural Affiliation*

1	Unknown	28	Pai
2	Native Culture	29	Havasupai
3	Native Archaeological Cult.	30	Hualapai
4	Paleoindian	31	Yavapai
5	Archaic	32	Seri
6	Anasazi	33	Southern Paiute
7	Cohonina	34	Tarahumara
8	Hakataya	35	Yaqui
9	Hohokam	36	Yuman
10	Mogollon	37	Chemehuevi
11	Patayan	38	Cocopah
12	Prescott	39	Halichidhoma
13	Sinagua	40	Halyikwamai
14	Casas Grandes	41	Kahwan
15	Salado	42	Kavelchadom
16	Trincheras	43	Maricopa
17	Extant Native Culture	44	Mohave
18	Apache	45	Quechan
19	San Carlos Apache	46	Zuni
20	Tonto Apache	47	Nonnative Culture
21	White Mtn. Apache	48	African-American
22	Hopi	49	Asian-American
23	Navajo	50	Euro-American
24	O'odham	51	Mexican-American
25	Hia Ced O'odham	52	Spanish
26	Tohono O'odham	53	Other (please specify in Feature Remarks)
27	Akimel O'odham		

Age*

1	Unknown	
2	Post-contact	AD1500-Present
3	Recent	AD1950-Present
4	Historic	AD1500-1950
5	Post AD1700 Historic	AD1700-1950
6	Late Historic	AD1900-1950
7	Middle Historic	AD1800-1900
8	Early Historic	AD1700-1800
9	Prehistoric/Historic Transition	AD1500-1700
10	Prehistoric	12000BC-AD1500
11	Ceramic	AD200-1500
12	Late Ceramic	AD1300-1500
13	Middle Ceramic	AD1000-1300
14	Early Ceramic	AD200-1000
15	Preceramic	12000BC-AD500
16	Preceramic/Ceramic Transition	500BC-AD500
17	Pre-500 BC Preceramic	12000BC-500BC
18	Archaic	8000BC-AD200
19	Late Archaic	1500BC-AD200
20	Middle Archaic	4800BC-1500BC
21	Early Archaic	8000BC-4800BC
22	Paleoindian	12000BC-8000BC

* Underlined terms are more general versions of the specific terms that follow.

ARIZONA STATE MUSEUM ARCHAEOLOGICAL SITE CARD

AZ __ AA: 8 :210 ASM)

ENVIRONMENT

ARIZONA STATE MUSEUM ARCHAEOLOGICAL SITE CARD

Depositional Context: (choose as many as apply):

__ (1) Open, no depth   __ (5) Rockshelter, no depth   __ (8) Cave, no depth
xx (2) Open, depth   __ (6) Rockshelter, depth   __ (9) Cave, depth
__ (3) Open, depth unknown   __ (7) Rockshelter, depth unknown   __ (10) Cave, depth unk.
__ (4) Open, exposed only in profile

Topo. setting: Site is located on a flat terrace, 5 m. above the confluence of Fresnal and Derrio Washes.

Vegetation: Bursage and palo verde predominate, with a patterned arrangement of mesquite and some saguaro and creosote.

Geology/soils: Gravel and cobble matrix in a sand and clay loam soil.

Site Condition: Moderate erosion, some pothunting.

Site Type (choose one):   __ (a) Artifact Scatter (No other features visible on the surface)
xx (b) Features with associated artifacts   __ (c) Features with NO associated artifacts

Assemblage Composition (indicate quantities as counts, estimated ranges, "P" for types known only to be present, "0" for types not seen at the site.)

100s prehis ceramic	0 FCR	0 glass	0 animal remains/artifacts
1000s chipped stone	3 shell	0 metal	0 plant remains/artifacts
10s grnd stone	0 hist ceramic	0 hist wood	0 human remains

Diagnostics (indicate quantity of cultural/temporal/functional types as counts, estimates, or "P")

5	Pinto polychrome
1	San Pedro point
100s	Gila Plain

ARTIFACTS

Assemblage Remarks:
Biface and uniface tools; cores; one-handed manos and metate frags. Three frags. of unidentifiable shell also found. Most of the chipped stone is made from black siltstone, rhyolite and quartzite.

Feature Data: (Complete one feature record for each type of feature recorded for this site.)

Feature No. 1

Name[1]	Count	Use[2]	Culture	Age[2]	Period/Phase[3]
Midden	1	10	5	15	San Pedro

Feature Remarks:

Dark gray ash dump suggests numerous roasting pits.

FEATURES

Feature No. 2

Name[1]	Count	Use[2]	Culture	Age[2]	Period/Phase[3]
Undefined Rock Alignment	2	19	9	12	Tanque Verde

Feature Remarks:

Two possible cobble house outlines. Structure 1 is a T-shaped alignment of rock. Structure 2 is a single course high and a single course wide measuring 10 m. x 6 m.

Feature Data: (Complete one feature record for each type of feature recorded for this site.)   Side D

Feature No.___ Name[1]	Count	Use[2]	Culture	Age[2]	Period/Phase[3]
Feature Remarks:					

Feature No.___ Name[1]	Count	Use[2]	Culture	Age[2]	Period/Phase[3]
Feature Remarks:					

Feature No.___ Name[1]	Count	Use[2]	Culture	Age[2]	Period/Phase[3]
Feature Remarks:					

Feature No.___ Name[1]	Count	Use[2]	Culture	Age[2]	Period/Phase[3]
Feature Remarks:					

Feature No.___[4] Name[1]	Count	Use[2]	Culture	Age[2]	Period/Phase[3]
Feature Remarks:					

AZ AA : 8 : 210 (ASM)

ARIZONA STATE MUSEUM ARCHAEOLOGICAL SITE CARD

FEATURES

1. See Feature Names Keyword List.
2. See Use, Culture, & Age Keyword List for choices for these fields.
3. Open field, enter any appropriate Period/Phase name.
4. Attach sheets as necessary for additional features.

AZ AA : 8 : 210 (ASM)

ARIZONA STATE MUSEUM ARCHAEOLOGICAL SITE CARD

Planview/Profile

KEY: Site Boundary   — · — · —
       Drainage
       Fence   — x — x — x
       Road
       Artifact Concentration   /////
       Indicate North
       Indicate Scale

AZ AA: 8 : 210 (ASM)

ARIZONA STATE MUSEUM ARCHAEOLOGICAL SITE CARD

Site Location (Include scale)

USGS TORTOLITA MOUNTAINS 7.5 PROVISONAL 1988

Field No: 92-2-123 Recorders:___Johnson, J.___/___Michaels, N.___
___/_____ NatlReg Opinion: _Eligible_

Recording Organization:_North Archaeological Services___ Date Recorded: _4 / 23/ 93_
Proj. Name:_____SR 77 Holbrook to Taylor Services_____
Site Name:_____none_____
Land status (check one):   PVT__ CTY__ CO__ ST xx TRIB__ USFS__ USFW__
                             NPS__ BLM__ DOD__ ACE__ BOR__ RTC__
Owner/Agency name:___ADOT R-O-W_____
Survey Colls: Y__ N xx Repository Inst:_na_____
Report Ref:_Michaels, N. and J. Smith 1993 Archaeological Survey of SR 77, Holbrook
       to Taylor, Navajo Co., AZ. Submitted to ADOT._____

Mapname USGS:_Snowflake_____ Series:7.5 State:AZ County:Navajo_____ El:5580 ft
Site size: (in Ft__ or M xx) Length_400_ Width_360__ How measured: EST__ PACE__ MAP xx TAPE__

cntr UTM: Z12 E583640__ N_3828480_ | BL TWN RNG SC   SUBDIVISION
peri UTM Z12 E583510_ N_3828450_ | GI 14N 21E NS   NS_____
peri UTM Z12 E583650_ N_3828400_ | __ ___ ___ __ _____
peri UTM Z12 E583800_ N_3828450_ | __ ___ ___ __ _____
peri UTM Z12 E583700_ N_3828600_ | __ ___ ___ __ _____
How were UTMs derived: USGS Map_xx_ GPS ____

Site Description/Remarks:

Site is a large pithouse village with associated features, an artifact scatter and
a midden. The village includes 5 loci, with pithouse depressions, ash stains, a
house mound, slab alignments, shaped slabs, a possible kiva depression, and other
miscellaneous features, including two petroglyph slabs.

Additional Documentation type   document location
Agency Site No:_____ ___field notes_____ in __ASM_____
Agency Proj. No:_____ _____ in _____
Natl Reg Rec:_____ _____ in _____
ASM Site No: AZ_P_:_8:_65_(ASM) ASM Proj No.:_1992 - 24_ ASM Permit No:_93__- 27_

Feature Names Keyword List

1	Ash Stain	58	Log Cabin
2	Artifact Scatter	59	Masonry Structure
3	Atalaya	60	Midden
4	Ball Court	61	Milled Lumber Structure
5	Barn	62	Mine
6	Battle Site	63	Mine Waste
7	Bedrock Grinding Stone	64	Monument
8	Bedrock Steps	65	Mound, Structural
9	Bin/Cist	66	Mound, Trash
10	Brick Kiln	67	One Room Structure
11	Bridge	68	Orchard
12	Burial/Grave	69	Ore Processing Facility
13	Burned Rock Midden	70	Ore Transport Feature
14	Cache	71	Outbuilding
15	Cairn	72	Outhouse
16	Canal	73	Oven
17	Car Body	74	Painted Petroglyph
18	Cavate Room	75	Pecked Bedrock
19	Cemetery		Depression
20	Charcoal Stain	76	Petroglyph
21	Church/Religious	77	Pictograph
	Structure	78	Pithouse
22	Clearing in Desert	79	Plaza
	Pavement	80	Posthole
23	Clay Quarry	81	Pottery Kiln
24	Coke Oven	82	Public Building
25	Compound Walls	83	Quarry
26	Communication System,	84	Railroad Track/Bed
	Linear	85	Ramada/Shelter
27	Constructed Linear	86	Reservoir
	Feature, Undefined	87	Resource Procurement
28	Corral		Area
29	Cremation	88	Road/Trail
30	Depression, Undefined	89	Roasting Pit
31	District	90	Rock Alignment,
32	Dugout		Undefined
33	Dump	91	Rock Feature, Undefined
34	Excavated Linear	92	Rock Pile
	Feature, Undefined	93	Rock Ring
35	Fence	94	Roomblock
36	Field	95	Sawmill
37	Field House	96	Scatter, Sherd
38	Fired Brick Structure	97	Scatter, Trash
39	Garden	98	Shed
40	Graffitti	99	Shrine
41	Grain Mill	100	Soil Control Structure
42	Great Kiva	101	Spring Control Device
43	Hearth	102	Stage Stop
44	Historic Settlement	103	Stockade
45	Hogan	104	Sweat Lodge
46	House Extant	105	Tank
47	House Foundation	106	Tent Base
48	Human Remains	107	Tower
49	Hunting Feature	108	Trading Post/Mercantile
50	Intaglio	109	Trailer
51	Kiln	110	Trincheras
52	Kiva	111	Wall
53	Lime Kiln	112	Water Control Device
54	Linear Border	113	Well
55	Lithic Quarry	114	Wickiup
56	Lithic Scatter	115	Windmill
57	Livestock Enclosure	116	Other (note in Feature Remarks)

Use, Culture, & Age Keyword Lists

Use

1	Unknown Use	11	Communication
2	Accidental Loss	12	Monument
3	Passive Accumulation	13	Art
4	Observation	14	Recreation
5	Resource Procurement	15	Commerce
6	Agricultural	16	Defense
7	Manufacturing/Production	17	Religious/Ceremonial
8	Conveyance/Transportation	18	Government/Public Bldg.
9	Storage	19	Habitation
10	Disposal	20	Subsistence/Food Prod.
		21	Other (note in Feature remarks)

Cultural Affiliation*

1	Unknown	28	Pai
2	Native Culture	29	Havasupai
3	Native Archaeological Cult.	30	Hualapai
4	Paleoindian	31	Yavapai
5	Archaic	32	Seri
6	Anasazi	33	Southern Paiute
7	Cohonina	34	Tarahumara
8	Hakataya	35	Yaqui
9	Hohokam	36	Yuman
10	Mogollon	37	Chemehuevi
11	Patayan	38	Cocopah
12	Prescott	39	Halichidhoma
13	Sinagua	40	Halyikwamai
14	Casas Grandes	41	Kahwan
15	Salado	42	Kavelchadom
16	Trincheras	43	Maricopa
17	Extant Native Culture	44	Mohave
18	Apache	45	Quechan
19	San Carlos Apache	46	Zuni
20	Tonto Apache	47	Nonnative Culture
21	White Mtn. Apache	48	African-American
22	Hopi	49	Asian-American
23	Navajo	50	Euro-American
24	O'odham	51	Mexican-American
25	Hia Ced O'odham	52	Spanish
26	Tohono O'odham	53	Other (please specify in
27	Akimel O'odham		Feature Remarks)

Age*

1	Unknown	
2	Post-contact	AD1500-Present
3	Recent	AD1950-Present
4	Historic	AD1500-1950
5	Post AD1700 Historic	AD1700-1950
6	Late Historic	AD1900-1950
7	Middle Historic	AD1800-1900
8	Early Historic	AD1700-1800
9	Prehistoric/Historic Transition	AD1500-1700
10	Prehistoric	12000BC-AD1500
11	Ceramic	AD200-1500
12	Late Ceramic	AD1300-1500
13	Middle Ceramic	AD1000-1300
14	Early Ceramic	AD200-1000
15	Preceramic	12000BC-AD500
16	Preceramic/Ceramic Transition	500BC-AD500
17	Pre-500 BC Preceramic	12000BC-500BC
18	Archaic	8000BC-AD200
19	Late Archaic	1500BC-AD200
20	Middle Archaic	4800BC-1500BC
21	Early Archaic	8000BC-4800BC
22	Paleoindian	12000BC-8000BC

* Underlined terms are more general versions of the specific terms that follow.

ASM Site Card Rev. 12/3/93

ARIZONA STATE MUSEUM ARCHAEOLOGICAL SITE CARD

ENVIRONMENT

Depositional Context: (choose as many as apply):

__ (1) Open, no depth   __ (5) Rockshelter, no depth   __ (8) Cave, no depth

xx (2) Open, depth   __ (6) Rockshelter, depth   __ (9) Cave, depth

__ (3) Open, depth unknown   __ (7) Rockshelter, depth unknown   __ (10) Cave, depth unk.

__ (4) Open, exposed only in profile

Topo. setting: On the top and slope of a low hill.

Vegetation: Juniper, sagebrush, winterfat, locoweed, Russian thistle, grasses.

Geology/soils: Fine, tan, sandy soil with gravels over sandstone bedrock.

Site Condition: Cut by route 77, graded, chained, pothunted, grazed by cattle.

ARTIFACTS

Site Type (choose one):   __ (a) Artifact Scatter (No other features visible on the surface)

       xx (b) Features with associated artifacts   __ (c) Features with NO associated artifacts

Assemblage Composition (indicate quantities as counts, estimated ranges, "P" for types known only to be present, "0" for types not seen at the site.)

1000+ prehis ceramic	0 FCR	0 glass	0 animal remains/artifacts
5000+ chipped stone	1 shell	0 metal	0 plant remains/artifacts
300+ grnd stone	0 hist ceramic	0 hist wood	0 human remains

Diagnostics (indicate quantity of cultural/temporal/functional types as counts, estimates, or "P")

P	Forestdale Plain	__	____	__	____
P	Forestdale Red	__	____	__	____
P	Snowflake B/W	__	____	__	____
P	Lino Plain	__	____	__	____

Assemblage Remarks:

1 chert projectile point; 1 chert biface; 13 sandstone metates or fragments; 1 clamshell disk bead.

ARIZONA STATE MUSEUM ARCHAEOLOGICAL SITE CARD

Feature Data: (Complete one feature record for each type of feature recorded for this site.)

Feature No. 1

Name[1]	Count	Use[2]	Culture	Age[2]	Period/Phase[3]
Ash Stain (1)	2	unknown	Mogollon	AD 100-700	Mogollon 1-4

Feature Remarks:

FEATURES

Feature No. 2

Name[1]	Count	Use[2]	Culture	Age[2]	Period/Phase[3]
Pithouse (78)	3	18	10	16/14	Mogollon 1-4

Feature Remarks:

Pithouse depressions.

Feature Data: (Complete one feature record for each type of feature recorded for this site.)   Side D

Feature No. 3
Name[1]	Count	Use[2]	Culture	Age[2]	Period/Phase[3]
Midden (60)	1	10	10	16/14	Mogollon 1-4

Feature Remarks:

Feature No. 4
Name[1]	Count	Use[2]	Culture	Age[2]	Period/Phase[3]
Structural Mound (65)	1	18	10	16/14	Mogollon 1-4

Feature Remarks:

Probable house mound.

Feature No. 5
Name[1]	Count	Use[2]	Culture	Age[2]	Period/Phase[3]
Undefined Rock Alignment (90)	3	1	10	16/14	Mogollon 1-4

Feature Remarks:

Two walls, badly tumbled, associated with house mound (feature 4). Third is to east of SR 77.

Feature No. 6
Name[1]	Count	Use[2]	Culture	Age[2]	Period/Phase[3]
Petroglyph (76)	2	13	10	16/14	Mogollon 1-4

Feature Remarks:

2 boulders with petroglyphs.

Feature No. 7 [4]
Name[1]	Count	Use[2]	Culture	Age[2]	Period/Phase[3]
Undefined Depression (30)	1	17	10	16/14	Mogollon 1-4

Feature Remarks:

Probably a kiva depression.

1. See Feature Names Keyword List.
2. See Use, Culture, & Age Keyword List for choices for these fields.
3. Open field, enter any appropriate Period/Phase name.
4. Attach sheets as necessary for additional features.

AZ P:8:65 (ASM)

ARIZONA STATE MUSEUM ARCHAEOLOGICAL SITE CARD

FEATURES

AZ ___ P. 8. 65 (ASM)

ARIZONA STATE MUSEUM ARCHAEOLOGICAL SITE CARD

Planview/Profile

KEY:
Site Boundary	— · — · — · —
Drainage	~ ·· ~ ···→
Fence	— x — x — x
Road	═ ═ ═ ═
Artifact Concentration	/////
Indicate North	
Indicate Scale	
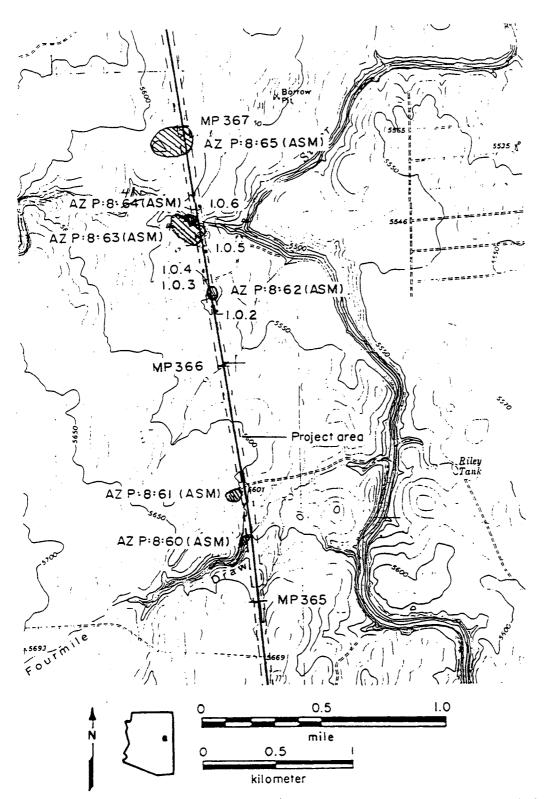
⊙ DEPRESSION
▭ ROCK ALIGNMENT
◄ ASH STAIN
.... ADOT R-O-W
— ··· — ··· — MIDDEN

ASM Site Card Rev 12/3/93

Project area MP 365 to 367, showing the locations of archaeological sites
AZ P:8:60, :61, :62, :63, :64 and :65 (ASM) and I.O.s 2 through 6, based on the
USGS 7.5 minute quadrangle Snowflake, Ariz., 1970.

III. SPECIFIC INSTRUCTIONS FOR COMPLETING THE SITE CARD

Introduction

The new ASM Site Card consists of three pages designated as:

Side A: (Sheet 1, side 1) — Administrative and locational information, Site
                            Description/Remarks
Side B: (Sheet 1, side 2) — Controlled terms to be used for some fields

Side C: (Sheet 2, side 1) — Environmental and artifact assemblage information,
                            Descriptions of site features
Side D: (Sheet 2, side 2) — Descriptions of site features

Side E: (Sheet 3, side 1) — Planview sketch map of the site
Side F: (Sheet 3, side 2) — Site Location (full scale copy of portion of USGS 7.5'
                            topographic map showing site location)

Sides A, C and D of the Site Card must be typewritten and submitted on ASM supplied card-stock or on standard 8.5"x11" white paper. Computer-produced facsimiles of these sheets are acceptable provided that they portray all of the captions using the same words presented in the same relative positions on the document. Upon request, ASM can provide ASCII versions of the Site Card on 3.5" floppy disks in either DOS or MAC format. A version of the Site Card indexed for use on a standard typewriter is also available upon request.

Side A:

The following are specific instructions for completing Side A of the Site Card, details for each entry appearing in the order in which they occur on the card:

RECORDER'S ADMINISTRATIVE USE

Field No Enter any temporary number assigned to the site during recording and documentation.

Recorders In the spaces separated by slashes, type the last name and first initial of up to four people who recorded the site.

NatlReg Opinion This space is reserved exclusively for the recorder's opinion regarding the site's National Register Eligibility. That opinion should be expressed as:

ELIG	if the site is probably or obviously eligible
NOT-ELIG	if the site is obviously not eligible
INDET	if the surface evidence is insufficient to form an opinion
NOMINATED	if the site is known to have been nominated to the Register
LISTED	if the site is known to be on the Register

Recording Organization Type the name of the agency, organization, or company, under whose auspices the site was recorded. If the recorder(s) has no institutional affiliation relevant to the discovery, type "NA".

Date Recorded Type date on which the site was recorded as three pairs of Arabic numerals representing the month, day, and year, in that order.

Project name Type the name of the project used by the recording institution. If there is no project, or if the project is not named, type "none".

Site name If the site has been given a name, type it in this space. If the site has no name, type "none".

Land Status Type an "X" in the space immediately following the abbreviation(s) corresponding to the land status of the property on which the site is located. Abbreviations are as follows:

PVT	Private	NPS	National Park Service
CTY	City	BLM	Bureau of Land Management
CO	County	DOD	Department of Defense
ST	State	ACE	Army Corps of Engineers
TRIB	Tribal	BOR	Bureau of Reclamation
USFS	US Forest Service	RTC	Resolution Trust Corporation
USFW	US Fish & Wildlife		

Owner/Agency name Type a more specific name of the person or agency that owns or administers the property on which the site is located. Be as specific as possible, and when applicable, list the names of public land management areas in increasing order of specificity. For example, if Land Status is:

PVT,	Owner name:	John Doe, (address)
CTY,	Owner name:	City of Phoenix Parks and Recreation
CO,	Owner name:	Pima County Flood Control
ST,	Owner name:	Arizona State Land Department
TRIB,	Owner name:	Navajo Nation
USFS,	Owner name:	Prescott National Forest, Chino Valley District
USFW,	Owner name:	Cabeza Prieta National Wildlife Refuge
NPS,	Owner name:	Walnut Canyon National Monument
BLM,	Owner name:	AZ Strip District, Vermillion RA
DOD,	Owner name:	Williams AFB

Survey Collections Type an "X" in the space following "Y"(yes) or "N"(no) to indicate whether or not survey collections were made at the time the site was recorded.

Repository Inst If survey collections were made, type the name of the institution with which the recording institution has a repository agreement for the curation of the collections. If no collections were made, type "NA".

Report Ref Type the authors' names, date, and title of any report which may have been produced by the recording organization in which the site is referenced.

LOCATION

Map name Type the name of the USGS topographic map on which the site is plotted.

Series Type "7.5" or "15" to indicate the scale of the map on which the site is plotted. 7.5' series USGS maps are now available for all areas of Arizona and are the preferred version.

State Type the standard two character US Postal Service abbreviation for the state in which the site is located.

County Type the name of the county in which the site is located.

El From the USGS topographic map on which the site is plotted, determine the elevation (in feet) of the center of the site above sea level, and type this value in the space provided. If map elevation is in meters, multiply by 3.25 to obtain the elevation in feet.

Site size: (in Ft__M__) Length_____ Width_____ First enter an "X" in the space following "Ft"(feet) or "M"(meters) to indicate which unit of measurement is being used, and then type numeric values for site length and width where,

> for standard sites, length is the distance between the two most distant points on the site perimeter, and width is the greatest distance between opposite boundaries, perpendicular to length

> for linear sites, length is the distance between opposite endpoints of the segment, measured parallel to, and if applicable, within the right-of-way, regardless of any curvature in the alignment in question, and width is measured as an average distance perpendicular to length.

> for buried sites exposed in profile, enter the distance along which the site is exposed in the bank for "length", and type "?" for width, if there is no evidence indicating the horizontal extent of the remains

How measured To indicate the means by which site size was determined, type an "X" next to: EST   if site size represents only a visual estimate
PACE if site size was determined in the field by pacing length and width
MAP if site size was determined from scaled measurement of the site
boundaries plotted on a USGS topographic map
TAPE if site length/width were measured in the field with a measuring tape

Universal Transverse Mercator (UTM) Coordinates

AZSITE uses the UTM grid system to record the location of archaeological sites and the site card allows for five UTM reference points. Additional points, if needed, should be listed under Site Description/Remarks on Side A.

For all standard, nonlinear sites less than 100 meters in length or diameter, enter the coordinates of one UTM reference point, representing the approximate center of the site, in the spaces labeled "Z"(zone), "E"(easting) and "N"(northing), on the line labeled "cntr UTM"(center UTM). Sites larger than 100 meters require coordinates for at least four UTM reference points to describe the site's spatial configuration as a polygon which most efficiently encloses the site. Coordinates for these points are to be typed on the lines labeled "peri UTM" (perimeter UTM). Additional points, if needed, should be listed under Site Description/Remarks on Side A.

All linear sites are to be described with at least two UTM reference points, each representing one end of the site. Use additional points to describe very long or curving sites. Coordinates for UTM points describing the location of linear sites are to be listed as a continuous series of spatially consecutive points, without regard for the labels "cntr UTM" and "peri UTM".
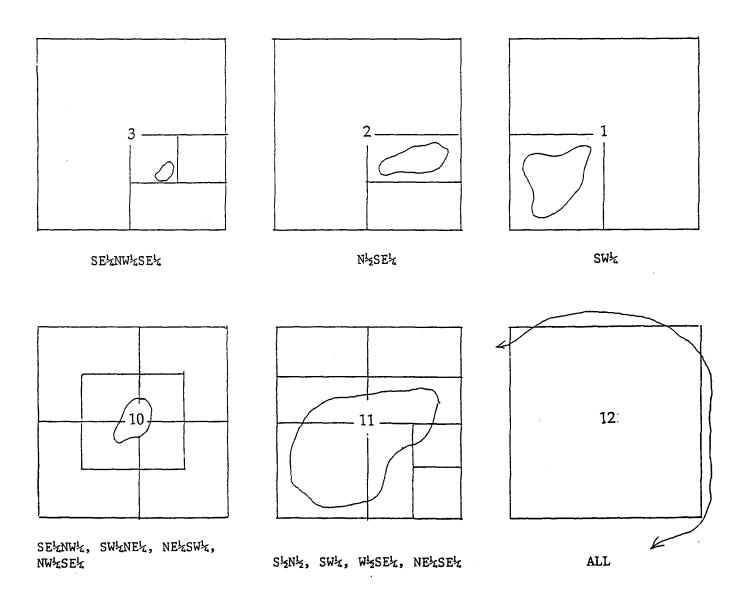
Procedures for calculating UTM reference points are described in Appendix D.

Determining Zone: Most of Arizona is in Zone 12. Zone 11 is to the west of longitude 114 degrees (Quads NV DD, AZ F, AZ L, AZ R and AZ X).

How derived: Specify whether the UTM coordinates were measured from a USGS topographic map or were determined by the use of a Global Positioning System (GPS). *Please note that in AZSITE, the UTM coordinates refer to USGS quad sheets and must therefore be referenced to the 1927 North American Datum (NAD27).* The USGS is converting from NAD27 to a 1983 datum, but it will be some time before the conversion is complete. Until it is, NAD83 coordinates must be converted to NAD27 values. All currently available 7.5' quadrangles use NAD27, but many GPS units and their data conversion programs provide NAD83 UTM coordinates. *These must be converted to NAD27 before they can be entered into AZSITE.* As a general rule, GPS systems require the use of multiple measurements and a correction factor to obtain the correct measurement. UTM datum information is found in the bottom left-hand corner of quadrangles prepared after 1983. The offset between NAD27 and NAD83 grids can vary up to 60 meters and is documented on post-1983 mpas at all four map corners by small targets. All maps prepared before 1983 use the NAD27 datum.

GLO Legal Description (BL TWN RNG SC SUBDIVISION) If the site occurs in an area where landlines were established by the General Land Office (GLO), type "GI" or "NA" in the space under "BL" (baseline) to indicate whether the legal description refers to the Gila and Salt River Meridian or the Navajo Baseline and Meridian, respectively. Then type the Township, Range, Section, and Section subdivision for all Sections in which any portion of the site is located. In cases of half townships or ranges, express the fraction as a decimal; for example: "T18N R12.5E", or "T14.5N R6W". The entry for subdivision should be an exhaustive statement of all portions of the Section which the site covers, to a resolution of at least 40 acres. This statement is not restricted to a format in which 40-acre parcels are identified as quarters of a quarter of a section, but instead, may use any standard subdivision (ie. SW4SE4, NE4NE4SW4, W2, S2S2SE4, SE4) listed in any order, but separated with commas, to describe the area of the Section covered by the site in the most efficient way possible. In cases where the site covers all 40-acre parcels, type "ALL" in the space provided after "subdiv". See Figure 2 for illustrations.

If the site occurs in an area, such as portions of some Indian Reservations and land grants, where township, range, or section lines, or any combination of these lines were not established by the GLO, do not protract legal descriptions by extending land lines for adjacent areas; instead, type "NS"(not surveyed) in the spaces provided for baseline, township, range, and section.

SE¼NW¼SE¼   N½SE¼   SW¼

SE¼NW¼, SW¼NE¼, NE¼SW¼,
NW¼SE¼

S½N½, SW¼, W½SE¼, NE¼SE¼   ALL

Each example represents one square mile (section), curvilinear figures represent sites, north is assumed at top of figure.

Figure 2. Examples of Land Lines Subdivision Statements

INTERPRETATION

Site Description/Remarks

Make any descriptive or interpretive observations which address the site as a whole. For example, note any obvious patterned relationships among the distributions of artifacts, features, and physical characteristics of the site, and if possible, suggest interpretations of these relationships as they may pertain to the activities which occurred at the site.

AGENCY ADMIN

Agency Site No. If the land managing agency (BLM, Forest Service, tribal, etc.) assigns a site number, enter that number here.

Agency Proj. No. If the land managing agency assigns a project number, enter that number here.

Natl Reg Rec Enter the land managing agency's recommendation (as opposed to the recorder's recommendation, to be entered under Recorder Admin) regarding the site's National Register eligibility as:

ELIG	if the site is probably or obviously eligible
NOT-ELIG	if the site is obviously not eligible
INDET	if the surface evidence is insufficient to form an opinion
NOMINATED	if the site is known to have been nominated to the register
LISTED	if the site is known to be on the Register

Additional Documentation If there is site documentation beyond the site card and report referenced elsewhere on the card, indicate what kind of supplemental document is available in the space under "document type", and for each supplemental document identified, indicate where it is available by identifying a storage location in the space under "document location". For example:

document type		document location
newspaper clipping	in	BLM Site Info
ground photos	in	ASM photo collections
recorder's field notes	in	BLM Archives
color aerial photos	in	Kaibab NF S.O.

ASM Site No. Enter the number assigned by the ASM Site File Office.

ASM Survey Proj. No. If the site was recorded as part of a survey project, enter the ASM survey number here, as the full year, followed by a hyphen, followed by an integer.

ASM Permit No. Enter the Arizona Antiquities Act permit number, under which the work was done, as the full year, followed by a hyphen, followed by an integer.

ASM USE ONLY

ASM staff will complete this section when the Site Card is received by the Site Files Office. See Appendix E for a discussion of site classes as ASM assigns them.

Side B:

This sheet contains controlled terms and feature names needed for completing feature records on Sides C and D. These terms may, in all cases, be entered on the card by the numerical code or by the full name. If the "other" category is used for Feature Name or Cultural Affiliation, please supply details in Feature Remarks.

Side C:

ENVIRONMENT

<u>Depositional Context</u> This field asks the recorder to distinguish between open sites, rockshelters and caves, and allows an estimation of the depth of any associated deposits. Check the appropriate selection.

A cave is defined as a natural hollow or opening into the earth's surface or into the face of a cliff or hillside. A rockshelter is defined as an overhang, indentation or alcove formed naturally in a rockface. A cave differs from a rockshelter in that it penetrates more deeply into the deposits and has a more constricted opening than a rockshelter. Evidence of human activity within the cave or rockshelter (scatters, hearths, walls, etc.) should be detailed in Features.

<u>Topo. setting</u> Provide a brief statement describing the site's immediate topographic setting as it relates to the nearest named topographic feature. For example:

> site is along the crest of a low, west-to-east sloping ridge on the eastern bajada of the Graham Mountains

> site is on a bench on the north side of an unnamed tributary to Pantano Wash

> site is exposed in the east bank of the San Pedro River

> site is located at the northern base of a small knoll at the north end of the McDowell Mountains.

<u>Vegetation</u> Identify the vegetation community in which the site occurs, and list the plants that are on and near the site, in decreasing order of relative abundance.

<u>Geology/soils</u> Briefly describe the soil at the site (e.g., soil is sandy loam with abundant small gravels of mostly igneous materials, soil is consolidated sand with no gravel, soil is clayey loam with sparse basalt cobbles, etc...), and if applicable, identify the type of bedrock (e.g. basalt, granite, rhyolite, intermediate volcanic, etc...) exposed at or near the site. When applicable, also note special circumstances of the site's exposure (e.g. artifacts are exposed in a series of small actively eroding gullies, artifacts are exposed in a deflated area, artifacts are imbedded in the pebble pavement, etc...).

<u>Site Condition</u> Specifically identify both natural processes and human activities that have affected the site. Human activities include vandalism (specify graffitti, theft, or digging), blading, chaining, vehicle traffic, etc. Natural processes include erosion, deposition, and ground disturbances caused by plants and burrowing animals, etc. Describe the extent to which these processes have disturbed the site.

ARTIFACTS

Site Type

Select the appropriate choice:
      (a) Artifact Scatter (no other features visible on surface)
      (b) Features with associated artifacts
      (c) Features with NO associated artifacts

There is, in addition to the 3 choices above, a fourth choice not listed on the card, but available if needed. Paleontological assemblages that are recorded but that have no evidence of cultural acitivity associated may be listed as:
      (d) Paleontological assemblages.

Assemblage Composition

Describe the composition of the artifact assemblage seen at the site by typing any of the following in the space provided for each artifact category:

      Quantitative estimate - If a certain artifact is seen in large numbers, as for example plain pottery at a Hohokam pithouse village, fire-cracked rock at a Late Archaic midden, or bottle glass at a historic mining townsite, or if a specific count cannot be provided for any other reason, estimate the number of artifacts by typing a range, such as "20-30", or an integer followed by a plus sign to indicate an estimated quantity in excess of some number; for example, "1000+".

      Exact or nearly exact count - If an artifact type was counted, as for example the number of decorated sherds seen in a small sherd scatter, or the number of ground stone artifacts at a small Archaic site, type an integer in the space next to the appropriate category. Type "0" for all categories not seen.

      Presence/absence - If a certain artifact is known to have been seen at the site, but the field observation was not specific enough to permit either a count or estimate of the number of such artifacts present, type "P" to indicate the presence of artifacts of that category. Again, type "0" for all categories known not to have been seen.

Diagnostic artifacts

List all artifact types seen at the site that provide information about the cultural identity of the people who occupied the site and/or when the site was occupied. For each type listed, indicate the number of artifacts seen as either an exact or nearly exact count, an estimated range, or "P" for present, depending on the specificity of the field observation. Diagnostic artifacts should be limited to those items that offer critical information as to the age or cultural affiliation of the site. As a general rule, for prehistoric sites this limits diagnostics to ceramics and point types. For historic sites, diagnostic artifacts should be limited to those that define a particular span of time within the historic period.

At a prehistoric site for example, one might list:

| 20-30 | Gila Polychrome | 1 | San Pedro point |
| 100+ | Tanque Verde r/b | P | Cortaro points |

At a historic site such as a logging camp, one might list:

| 100+ | soldered top cans | 1 | 1894 45-70 case | 100+ white earthen ware |
| P | purple glass | 10+ | amber bottle glass | |

If no temporally or culturally diagnostic artifacts were seen, type "none" on the line immediately following the first space, and leave all following spaces and lines blank.

Assemblage remarks Enter any remarks relevant to the assemblage that were not covered in Site Description on Side A. For example:

Chipped stone material is predominantly quartzite, some chert present.

Ground stone includes 4 manos, 2 metate fragments.

Sides C & D:

FEATURES

INTRODUCTION

Archaeological features are spatially discrete arrangements of objects or materials distinguished from one another on the basis of differences in form or structure, geomorphological context, age, function, or cultural affiliation. Although sites may sometimes consists of only a single feature, they often contain many spatially discrete areas, or features, which differ in form, content, age, function, and cultural affiliation. Features include passive accumulations of artifacts such as artifact concentrations, as well as purposeful constructions, excavations, or deposits.

By definition, a site must contain at least one feature, even if only an artifact scatter, but it may also consist of many features of diverse ages, forms, and functions. **Under this definition, cultural manifestations such as lithic and ceramic scatters and rock art should be considered as features.** The structure of the AZSITE database requires that these items be considered as features so that cultural affiliation and age data may be included for them.

In order that important information about archaeological site content be made more accessible, ASM encourages card users to take advantage of a controlled list of features developed to improve the reliability and usefulness of AZSITE records searches. Table 1 presents a list of Feature Names. See Appendix B for a complete list of feature names and definitions. **If none of the Feature Name keywords adequately describe the feature, assign any appropriate name.**

The Feature record also asks that the use of the feature, its cultural affiliation and age be defined by reference to controlled terminology. See Table 2 for Feature Use terms, Table 3 for Cultural Affiliation and Table 4 for Feature Age. These terms are also all listed on Side B of the ASM Site Card. In all cases, the recorder has the option of entering either the term or the numeric code that accompanies it.

DEFINING FEATURES

To record site content in a way that will allow the resulting information to be reliably accessed by AZSITE users, the recorder must first identify all features present at the site. A feature is defined as any unique combination of form, culture, age, and use. All features viewed as having the same form, function, age, and cultural affiliation should be grouped together in one feature record. The Feature Count field then allows the recorder to note how many features have been incorporated under one Feature Name.

Spatial discreteness is essential to identifying features. A site containing a historic trash concentration in the midst of a larger unpatterned prehistoric artifact scatter may be recorded using two feature records, but an artifact scatter composed of items of diverse ages, in which there are no observable concentrations attributable to any temporally distinct occupation, represents only one feature, an unpatterned artifact scatter in which Feature Use, Cultural Affiliation and Feature Age may each assume more than one value.

For sites where the only evidence of human activity is a scatter (**Artifact Scatter, Lithic Scatter, Sherd Scatter** or **Trash Scatter), the scatter must be listed as a feature,** otherwise the AZSITE database will not contain any component information. For sites where a scatter is just one of two or more features and component information will accompany other features, it is not necessary to list the scatter as a feature. In both cases, the artifacts should be described in the Artifacts section of Side C, as detailed on page 17. It is not necessary to repeat assemblage information in the Feature Remarks section of the Feature Record.

For each feature, complete one Feature Record on Side C or D of the site card. Instructions for completing these records are as follows:

Feature Name Select the most appropriate name from the Feature Name list (Table 1 or Appendix B). If none of these is appropriate, select **Other** (116) and then use the Remarks field to **enter any appropriate term** to describe the type of feature to which the feature class record refers.

> **Note: Some Feature Names are quite specific and others are more general. Choose whichever is appropriate to the situation. For example, a depression which may be a pithouse is best listed as Undefined Depression, rather than Pithouse Depression or Possible Pithouse. Under Feature Remarks, note that the feature is a pithouse depression or possible pithouse.**

Feature Count Indicate the **number of features** included in that Feature Record – a quantitative estimate, an exact count, or a simple presence/absence statement will do.

Feature Use Enter **one or more functions** from Table 2 to identify all functions and activities for which the feature is thought to have been used. Enter either the numeric code or the appropriate words. If none of these is appropriate, select **Other** (21) and then use the Remarks field to **enter any appropriate term**. See Appendix C for definitions of feature uses.

Cultural Affiliation Enter **one or more cultural names** from Table 3 to identify any groups to which the feature is attributed. For example, a mixed scatter of archaic lithics and later sherds, without any spatial distinction between the two components, may be listed as having both Archaic (#5) and Hohokam (#9) affiliations. Once again, enter either the full name or the accompanying code. If none of these is appropriate, select **Other** (53) and then use the Remarks field to **enter any appropriate term**.

Feature Age Enter **one or more chronological periods** corresponding to all periods relevant to the feature. In the above example of a mixed artifact scatter, the Middle Archaic (#20) and Middle Ceramic (#13) periods might both be appropriate. Enter either the codes or the appropriate names.

> **Note: For both Cultural Affiliation and Feature Age, in addition to very specific names and dates there are also more general terms. When insufficient data exist to apply a very specific term (e.g., White Mountain Apache, #21; or Early Historic, #8), apply the more general terms (e.g., Apache, #18; or Historic, #4).**

Period/Phase Enter one or more standard cultural terms based on the evidence present at the site and the site's geographic location.

Remarks
Make any other observations specific to the feature class.

TABLE 1
FEATURE NAMES

1	Ash Stain	49	Hunting Feature
2	Artifact Scatter	50	Intaglio
3	Atalaya	51	Kiln
4	Ball Court	52	Kiva
5	Barn	53	Lime Kiln
6	Battle Site	54	Linear Border
7	Bedrock Grinding Stone	55	Lithic Quarry
8	Bedrock Steps	56	Lithic Scatter
9	Bin/Cist	57	Livestock Enclosure
10	Brick Kiln	58	Log Cabin
11	Bridge	59	Masonry Structure
12	Burial/Grave	60	Midden
13	Burned Rock Midden	61	Milled Lumber Structure
14	Cache	62	Mine
15	Cairn	63	Mine Waste
16	Canal	64	Monument
17	Car Body	65	Mound, Structural
18	Cavate Room	66	Mound, Trash
19	Cemetery	67	One Room Structure
20	Charcoal Stain	68	Orchard
21	Church/Religious Structure	69	Ore Processing Facility
22	Clearing in Desert Pavement	70	Ore Transport Feature
23	Clay Quarry	71	Outbuilding
24	Coke Oven	72	Outhouse
25	Compound Walls	73	Oven
26	Communication System, Linear	74	Painted Petroglyph
27	Constructed Linear Feature, Undefined	75	Pecked Bedrock Depression
28	Corral	76	Petroglyph
29	Cremation	77	Pictograph
30	Depression, Undefined	78	Pithouse
31	District	79	Plaza
32	Dugout	80	Posthole
33	Dump	81	Pottery Kiln
34	Excavated Linear Feature, Undefined	82	Public Building
35	Fence	83	Quarry
36	Field	84	Railroad Track/Shelter
37	Field House	85	Ramada/Shelter
38	Fired Brick Structure	86	Reservoir
39	Garden	87	Resource Procurement Area
40	Graffitti	88	Road/Trail
41	Grain Mill	89	Roasting Pit
42	Great Kiva	90	Rock Alignment, Undefined
43	Hearth	91	Rock Feature, Undefined
44	Historic Settlement	92	Rock Pile
45	Hogan	93	Rock Ring
46	House Extant	94	Roomblock
47	House Foundation	95	Sawmill
48	Human Remains	96	Scatter, Sherd

97	Scatter, Trash	107	Tower
98	Shed	108	Trading Post/Merchantile
99	Shrine	109	Trailer
100	Soil Control Structure	110	Trincheras
101	Spring Control Device	111	Wall
102	Stage Stop	112	Water Control Device
103	Stockade	113	Well
104	Sweat Lodge	114	Wickiup
105	Tank	115	Windmill
106	Tent Base	116	Other

TABLE 2
FEATURE USE

1	Unknown use	11	Communication
2	Accidental loss	12	Monument
3	Passive accumulation	13	Art
4	Observation	14	Recreation
5	Resource procurement	15	Commerce
6	Agricultural	16	Defense
7	Manufacturing/production	17	Religious/Ceremonial
8	Conveyance/transportation	18	Government/Public Bldg.
9	Storage	19	Habitation
10	Disposal	20	Subsistence/Food Processing
		21	Other

TABLE 3

CULTURAL AFFILIATION[1]

1	Unknown	28	Pai	
2	Native culture	29	Havasupai	
3	Native archaeological culture	30	Hualapai	
4	Paleoindian	31	Yavapai	
5	Archaic	32	Seri	
6	Anasazi	33	Southern Paiute	
7	Cohonina	34	Tarahumara	
8	Hakataya	35	Yaqui	
9	Hohokam	36	Yuman	
10	Mogollon	37	Chemehuevi	
11	Patayan	38	Cocopah	
12	Prescott	39	Halichidhoma	
13	Sinagua	40	Halyikwamai	
14	Casas Grandes	41	Kahwan	
15	Salado	42	Kavelchadom	
16	Trincheras	43	Maricopa	
17	Extant native culture	44	Mohave	
18	Apache	45	Quechan	
19	San Carlos Apache	46	Zuni	
20	Tonto Apache	47	Non-native culture	
21	White Mountain Apache	48	African-American	
22	Hopi	49	Asian-American	
23	Navajo	50	Euro-American	
24	O'Odham	51	Mexican-American	
25	Hia Ced O'odham	52	Spanish	
26	Tohono O'odham	53	Other (please specify in remarks section)	
27	Akimal O'odham			

---

1. Underlined names represent more general expressions of the specific names that follow.

TABLE 4

FEATURE AGE^2

1	Unknown	
2	Post-contact	AD 1500-present
3	Recent	AD 1950-present
4	Historic	AD 1500-1950
5	Post AD 1700 Historic	AD 1700-1950
6	Late Historic	AD 1900-1950
7	Middle Historic	AD 1800-1900
8	Early Historic	AD 1700-1800
9	Prehistoric/Historic Transition	AD 1500-1700
10	Prehistoric	12000 BC-AD 1500
11	Ceramic	AD 200-1500
12	Late Ceramic	AD 1300-1500
13	Middle Ceramic	AD 1000-1300
14	Early Ceramic	AD 200-1000
15	Preceramic	12000 BC-AD 500
16	Perceramic/Ceramic Transition	500 BC-AD 500
17	Pre-500 BC Preceramic	12000 BC-500 BC
18	Archaic	8000 BC-500 BC
19	Late Archaic	1500 BC-AD 200
20	Middle Archaic	4800 BC-1500 BC
21	Early Archaic	8000 BC-4800 BC
22	Paleoindian	12000 BC-8000 BC

2. Underlined terms represent more generalized expressions of the specific terms that follow.

Side E:
PLANVIEW/PROFILE

Make a sketch map of the site that shows the topographic setting of the site using estimated contours, the locations of artifact concentrations and features, disturbed areas such as roads, fencelines, and vandalized areas, and the site boundaries. Include a north arrow and scale, and use the symbols provided in the key, adding other symbols as needed. In cases where elevation is an important characteristic of the site's setting, as for example for sheltered sites, buried sites, and stratified sites, draw a profile sketch through some portion of the site keyed to a profile line through the planview.

Side F:
SITE LOCATION

On the back side of the Planview/Profile sheet, provide a full size copy of the portion of a USGS 7.5' map showing the site location. Photocopy at 100% the portion of the map and mark the site location; if the site is < 100 meters, use a dot, if the site is > 100 meters draw the site to scale. Identify the site with its ASM Site Number. Multiple sites may be shown on the same map as long as each is clearly identified with its ASM Site Number. The photocopy of the map must be of the highest possible quality; the contour lines must be clearly visible. Use the most current 7.5' USGS map, preferably one showing the UTM lines and include the map name, series, and date at the bottom the the page.

Appendix A
ASM ARCHAEOLOGICAL SITE DEFINITION

I. INTRODUCTION

As defined in rules adopted for the administration of the Arizona Antiquities Act (A.R.S 41-841, et seq.):

"Archaeological site" means any area with material remains of past Indian or non-Indian life or activities that are of archaeological interest, including without limitation, historic or prehistoric ruins, burial grounds, and inscriptions made by human agency". (Chapter 8-201, A.,3.)

To enhance the usefulness of the archaeological site file, the Arizona State Museum (ASM) has refined this very broad definition with respect to two key elements: "area" and "material remains...of archaeological interest...".

II. AREA

If the archaeological record is viewed as consisting of archaeological materials distributed across the landscape in continuously varying densities, the degree of spatial resolution with which archaeological sites are distinguished by any one observer is necessarily arbitrary. Therefore, answers to the seemingly simple question of how many sites are located in a given area may vary widely depending on the degree of spatial resolution chosen by the observer in partitioning continuously varying densities. For example, one observer may recognize many square miles as being a single site containing perhaps hundreds of "activity loci", while another may choose to record each activity locus as a separate site.

Consistency in applying the spatial criteria used to define sites by various observers is essential to the usefulness of the site file as an archaeological research and resource management tool. To promote such consistency, the Arizona State Museum now recognizes "standard sites", "linear sites", and "districts" as acceptable entries to its archaeological site file. The essential spatial characteristics of these different kinds of areas are defined as follows:

Standard Archaeological Site (Figure A-1a, b, c, d)

A standard archaeological site is an area which contains physical remains of past human activity that are of archaeological interest, and which satisfies all of the following conditions:

1. IT IS ONE AND ONLY ONE AREA. Areas containing archaeological remains must be treated as different sites, rather than as "loci" within one site, if they are separated by more than 100 meters of intervening area in which no archaeological remains are observed, except in cases where the intervening area is known to be the result of a modern disturbance, such as a road cut.

2.   IT IS SPATIALLY FINITE. A standard site is completely enclosed by boundaries defined on the basis of:

    a.   empirically observable variation in the spatial distribution of the remains, such as readily discernable differences in artifact density across horizontal space;

    b.   topographic features, such as drainages and ridge crests;

    c.   purely arbitrary divisions of horizontal space, such as contemporary property ownership boundaries;

    d.   or any combination of these factors.

3.   ITS SPATIAL CONFIGURATION IS <u>NOT</u> LINEAR. Sites that are not linear, or those whose spatial configuration is termed "standard", are those whose length (the shortest distance between the two most distant points on the boundary measured within the site boundary) is less than ten times their width (distance between two most distant points on the site boundary perpendicular to length), with the following exceptions:

    a.   all sites whose length does not exceed 100 meters will be treated as not linear, regardless of the ratio of length to width;

    b.   sites having boundaries parallel to length that are purely arbitrary, such as sites recorded under constraints which preclude the determination of "natural" boundaries (e.g., right of way surveys), will be treated as not linear, regardless of absolute length and ratio of length to width;

    c.   sites that are observable only as exposures in the vertical profile of an erosional feature such as a river bank will be treated as not linear, regardless of length.

4.   ITS LOCATION CAN BE PLOTTED ON A MAP. The site can be located with at least one point within the site boundaries (representing an arbitrarily defined site "center") which can be plotted on a 7.5 minute map with accuracy sufficient to assure that the field location corresponding to this plotted point is within 100 meters of the field location which the plotted point is intended to identify.

5.   IT HAS ONLY ONE ASM SITE NUMBER. A standard archaeological site is referenced by only one ASM site number. Standard sites whose boundaries lie in more than one 15 minute area will be assigned one site number derived from the 15 minute area in which the arbitrarily established "center" reference point is located.

6.   IT CONTAINS NO OTHER SITES. The boundaries of a standard archaeological site do not overlap with or contain any other area or areas to which any other ASM site numbers have been assigned.

<u>Linear Archaeological Site</u> (Figure A-1e, f, g, h, i)

A linear archaeological site is an area containing physical remains of past human activity which satisfies all of the following conditions:

1. ITS SPATIAL CONFIGURATION IS LINEAR. A linear site is one whose length (shortest distance between the two most distant points on the boundary measured within the site boundary) is ten or more times greater than its width (distance between two most distant points on the site boundary perpendicular to length), with the exceptions noted above and reiterated as follows:

    a. sites are not linear if their length is less than 100 meters;
    b. if their boundaries parallel to their length are purely arbitrary;
    c. if they are observable only as exposures in the vertical profile of an erosional feature such as a river bank.

2. IT IS ONE AND ONLY ONE AREA. Linear areas containing archaeological remains must be treated as separate sites, rather than "segments" or "loci" of the same site if they are separated from one another by more than 100 meters of intervening area in which there is no evidence of past human activity, including modern disturbance features, unless there is a convincing reason to consider that the segments are portions of the same alignment.

    Linear archaeological remains that pass through a standard site may retain a single site number on either side of the standard site, as should the portion of the linear site that passes through the standard site, if observable physical evidence of the linear remains is continuous through the standard site.

    Linear sites that join one another to form four-way intersections (crossing) or three-way intersections (branching) may be treated as one linear site if there is convincing evidence that the branches do represent a continuation of one linear site. Where such evidence is not present, four-way or three-way intersections should be treated as at least two, non-overlapping, separately-numbered sites, each having only two endpoints.

3. IT IS SPATIALLY FINITE. Linear sites are spatially limited by:

    a. boundaries parallel to site length which must be based on observable variation in the spatial distribution of archaeological remains;

    b. boundaries at each end of the site (end points) which may be defined on the basis of observable variation in the distribution of archaeological remains or purely arbitrary limits.

4. ITS LOCATION CAN BE PLOTTED ON A MAP. The location of a linear site can be referenced with at least two points, representing the endpoints, which can be plotted on a 7.5 minute map with accuracy sufficient to assure that the field locations corresponding to these plotted points are within 100 meters of the field locations which the plotted points are intended to identify.

Note on definitions:
    In practice, linear sites are defined by function. Commonly, that function is associated with transportation (e.g., roads, trails, railroads, canals, etc.) and occasionally with communications systems (telegraph/cable lines).

Note on assigning ASM site numbers:
    Linear archaeological remains that cross boundaries between 15 minute areas are best distinguished by different site numbers because ASM site numbers are based on such areas. The boundaries of any one linear site should be arbitrarily confined to the geographic limits of a 15 minute area, even though the physical remains extend into an adjoining 15 minute area. A U-shaped linear area which lies in two adjacent 15 minute areas, with its endpoints in a single 15 minute area, should be treated as at least two sites. The portions lying within the 15 minute area in which the endpoints occur may be treated as the same site.
    However, when a land manager finds management of such sites easier when only one ASM number is assigned to a trail or road that passes through numerous 15' quadrangles, it is possible to consistently assign only one arbitrarily chosen number. There is no guarantee, however, that managers of lands in other 15' quadrangles will be aware of or use that number. The most convenient way to list records pertaining to a named trail or road is to select records based on the site name field.

District (Figure A-1j)

An archaeological district is an area containing physical remains of past human activity that satisfies all of the following conditions:

1. IT IS NOT LINEAR. Districts are standardly configured as defined above.

2. *IT IS SPATIALLY FINITE. Districts are completely enclosed by boundaries* defined on the basis of:

    a. empirically observable variation in the spatial distribution of the remains, such as readily discernable differences in artifact density across horizontal space;
    b. topographic features, such as drainages and ridge crests;
    c. purely arbitrary divisions of horizontal space, such as contemporary property ownership boundaries;
    d. or any combination of these factors.

3. IT CONTAINS ONE OR MORE RECORDED SITES. Districts contain within their boundaries one or more separately and individually recorded standard or linear sites each having its own ASM number.

4.   IT IS ONLY ONE AREA. Areas recorded as districts must be treated as different districts if they are separated by more than one hundred meters of intervening space in which no archaeological remains are observed.

5.   ITS LOCATION CAN BE PLOTTED ON A MAP. The location of a district can be referenced with at least four points on the district boundary which can be plotted on a 7.5 minute map with accuracy sufficient to insure that the field locations corresponding to these plotted points are within 100 meters of the field locations which the plotted points are intended to identify.

6.   IT IS ESTABLISHED BY THE LAND MANAGING AGENCY. Archaeological districts will be assigned an ASM site number only if they are established by, or with the expressed consent of, the agency which owns or controls the land on which the district is proposed.
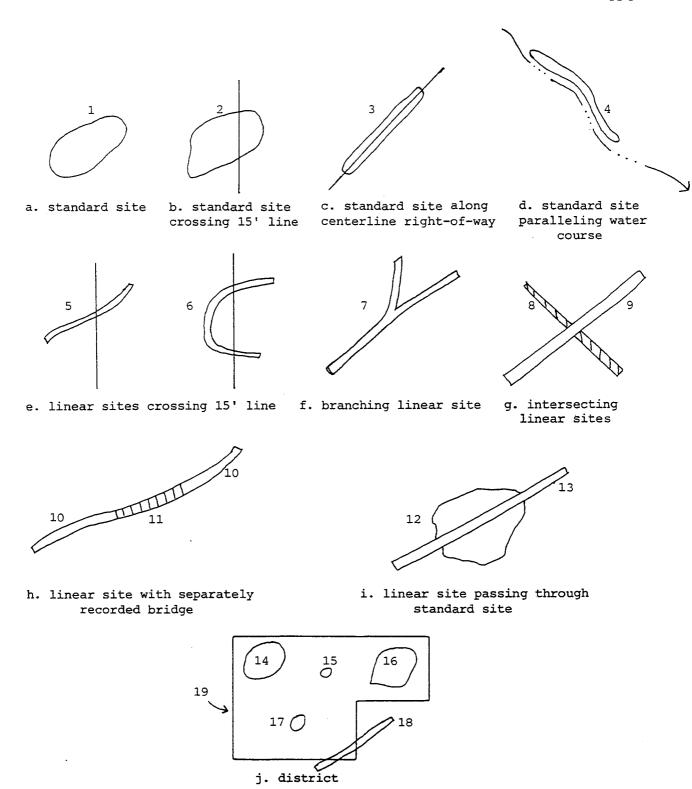
Figure A-1. Allowable spatial configurations for archaeological sites
(a-d, standard; e-h, linear; i, linear contiguous with standard);
j, district). Numbers represent ASM site numbers.

III. GUIDELINES FOR IDENTIFYING "REMAINS OF ARCHAEOLOGICAL INTEREST"

In addition to having spatial characteristics which conform to standard or linear site configurations as define above, areas recorded as archaeological sites must contain "remains of archaeological interest". The Arizona State Museum broadly interprets "remains of archaeological interest" to mean one or more archaeological features. "Archaeological feature" is defined as:

Physical remains of past human activity which are at least 50 years old and which are distinguished by boundaries that are based entirely on observable variation in the spatial distribution of the remains. Features include passive accumulations of artifacts, such as artifact concentrations, as well as purposeful constructions, excavations, or deposits.

Because artifact density is a continuous variable, the term "artifact concentration" is further defined as:

thirty or more artifacts within an area measuring no more than 50 feet (15m) in diameter, except in cases where the artifacts clearly originated from the same item.

Although areas satisfying any one of these minimum criteria must be recorded as sites, manifestations of lesser content or age may be accepted as sites under certain circumstances.

IV. RECORDS THAT ASM WILL NOT ADMIT TO THE FILE

Inadmissible spatial entities (Figure A-2a through e):

Records pertaining to areas which inadvertently overlap with or entirely encompass previously recorded sites will not be admitted to the file.

New records pertaining to previously recorded sites will not be admitted to the file as new numbers, but instead will be used to update existing records.

A single record pertaining to two non-contiguous areas of archaeological remains will not be admitted to the file.

Records for which locational data are either incomplete or inconsistent to the extent that the site cannot be plotted on a 7.5 minute map with reasonable confidence will not be admitted to the file (see ASM policy regarding locational data quality).
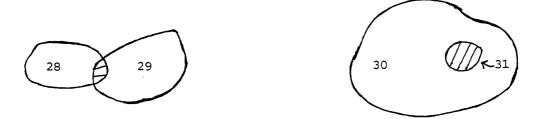
a. 2 loci separated by more than 100 m. should not be assigned one number unless it is known that modern disturbance has destroyed the intervening area.

b. 2 site numbers should not be assigned to the same site.

c. a site must have completely defined boundaries.

d. 2 sites should not overlap.

e. one site should not contain another within its boundaries, unless it is an intentionally created district.

Figure A-2.   Prohibited spatial configurations for archaeological sites.
Numbers represent ASM site numbers.

V. ASM POLICY ON LOCATIONAL DATA QUALITY STANDARDS

It is the policy of the Arizona State Museum that the quality of locational data on records pertaining to archaeological sites and surveys be evaluated for completeness and consistency before the records are admitted to the files. In order for a previously unrecorded site to be admitted to the site file, the Arizona State Museum requires a completed ASM site card and a full scale copy of the portion of the 7.5 minute map on which the location of the site is plotted.

For standardly configured sites less than 100 meters in maximum extent, locational data shown on the card will be considered acceptably complete when they include UTM coordinates for at least one point representing the site center, county, state, elevation, and, in areas bounded by land lines established by the General Land Office (GLO), a legal description including baseline, township, range, section, and section subdivision. Section subdivision must be of a resolution sufficient to identify all 40-acre parcels which are to any extent covered by the site.

For districts and standardly configured sites greater than 100 meters in maximum extent, locational data shown on the card will be considered acceptably complete when they include UTM coordinates for at least one point representing the site center, four other UTM coordinates for points on the site boundary, county, state, elevation, and, in areas bounded by land lines established by the GLO, a legal description including baseline, township, range, section, and section subdivision. Section subdivision must be of a resolution sufficient to identify all 40-acre parcels which are to any extent covered by the site or district.

For linear sites, locational data shown on the card will be considered acceptably complete when they include UTM coordinates for at least two points representing the site end-points, county, state, elevation, and, in areas bounded by land lines established by the GLO, a legal description including baseline, township, range, section, and section subdivision. Section subdivision must be of a resolution sufficient to identify all 40-acre parcels which are to any extent crossed by the site.

Consistency of site locational data shall be evaluated by comparing the above specified locational data on the card with analogous data derived from the location plotted on the map submitted by the recording archaeologist. The card and map will be considered unacceptably discrepant if UTM coordinates so compared differ by more than 100 meters or if any element of the legal description, other than subdivision, does not exactly agree.

Unacceptable archaeological content

The Arizona State Museum recognizes the importance of Traditional Cultural Properties (TCP's) to many native and ethnic groups. However, records which pertain to areas in which there are no observable physical remains of past human activity will not be admitted to the Arizona State Museum's Archaeological files, since they contain no archaeological evidence. This specifically includes Traditional Cultural Properties and routes of explorers proposed solely on the basis of archival documentation. The Arizona State Museum will establish a separate file for the maintenance of TCP records as the need arises.

VI. SUMMARY

An archaeological site:
-- is one and only one area, completely enclosed by known boundaries;
-- is referenced by only one ASM site number;
-- contains within its boundaries no other areas referenced by an ASM site number;
-- has a location known with certain confidence; and
-- contains one or more archaeological features that are at least 50 years old, including artifact concentrations, purposeful constructions, excavations, or deposits, or the remains thereof.

INTRODUCTION
    One of the reasons for re-organizing the AZSITE database was to make possible database searches of general classes of features. To do this, it is necessary to minimize the number of synonymous terms under which features may be listed. The following list of features has been compiled in an effort to be comprehensive while, at the same time, retaining some control over the number of synonymous terms used to name features. Consequently, while the AZSITE database does not <u>require</u> use of these terms, consistent use, where possible, will improve the usefulness of the database as a research tool.

    Various systems of classifying features strictly by form or strictly by funtion were tried and discarded as too inconsistent with the way archaeologists really work in the field. Hence, the following list includes names that combine both form and function. For example, the term **Compound Wall** implies the form of a wall with the function of delineating a habitation area. If this name is not appropriate, there are less specific feature names to consider. The term **Wall** may be used, which does not imply that the wall functioned as part of a habitation. Or the term **Undefined Rock Alignment** may be used, which implies that the feature's form is unclear. In both cases, the Feature Use field should help provide further specificity as to the feature's function.

    For sites where the only evidence of human activity is a scatter (**Artifact Scatter, Lithic Scatter, Sherd Scatter** or **Trash Scatter**), *the scatter must be listed as a feature*, otherwise the AZSITE database will not contain any component information. For sites where a scatter is just one of two or more features and component information will accompany other features, it is not necessary to list the scatter as a feature. In both cases, the artifacts should be described in the Artifacts section of Side C, as detailed on page 17. It is not necessary to repeat assemblage information in the Feature Remarks section of the Feature Record.

    Feature names should be as specific as possible without overstating the evidence. For example, a depression *known* to be a pithouse should be named **Pithouse**. A depression only *thought* to be a pithouse should be named **Undefined Depression** and then further suggestions as to the nature of the depression should be included in Feature Remarks. A rock alignment that is not clearly a **Wall** or a **Linear Border** should be named **Undefined Rock Alignment**.

    Certain feature names are broadly inclusive. For example, **Mine** includes all forms of excavated areas associated with mining and further description of the feature as adit, prospect or vent shaft should be included in Feature Remarks.
Water Control Device should be used for all features (e.g., check dams or headgates) used to trap and direct water flow to a specific area.

    Each Feature Name is followed by a brief explanation and related terms. These related terms are listed to direct attention to other feature names that might be more appropriate. For example, if **Barn** is too specific a term, then **Shed** or **Fired Brick Structure** or **Milled Lumber Structure** may do.

The computer entry code precedes preferred Feature Names, which are in **Bold** typeface.

DEFINITIONS

1.   **Ash Stain:** A distinct coloration of areas of soil on a site, usually bounded. Ash stains are distinctly gray in color and may include bits of charcoal. **Related features: Charcoal Stain, Dump, Hearth, Midden.**

2.   **Artifact Scatter:** A patterned or unpatterned array of various types of artifacts across the surface of the site. An artifact scatter should contain more than one type of artifact and is prehistoric. Artifact Scatter should be used in preference to sheet scatter or tool scatter. **Related features: Lithic Scatter, Sherd Scatter, Trash Scatter.**

3.   **Atalaya:** A defensive structure, usually constructed on a high vantage point overlooking surrounding territory. **Related term: Tower.**

4.   **Ball Court:** An elongated, slightly oval, and unroofed structure excavated into the ground and typical of the Hohokam and Casas Grandes cultures in the American Southwest. **Related feature: Undefined Depression.**

5.   **Barn:** A large farm or ranch building used to house/store livestock and/or machinery, feed and equipment. It may include stables and is a historic component. **Related features: Milled Lumber Structure, Fired Brick Structure, Shed.**

6.   **Battle Site:** the location of a battle, fight or skirmish of historical significance. Site boundaries must be defined and UTM coordinates supplied. **Related feature: Monument.**

7.   **Bedrock/Boulder Grinding Stone:** A pecked or ground concavity in a large boulder or outcrop used for processing of food or other items. May be a bedrock mortar, metate, slab, grinding slick or sharpening grooves. **Related features: Pecked Bedrock Depression.**

8.   **Bedrock Steps:** Steps pecked or ground into cliff or bedrock slope to facilitate human passage. **Related feature: Pecked Bedrock Depression.**

9.   **Bin/Cist:** A constructed/enclosed storage place or mealing bin that may be above, partially or completely underground and either lined or unlined. **Related feature: Undefined Depression.**

10.   **Brick Kiln:** A formal oven used to bake molded clay bricks. Found in historic contexts only. **Related feature: Coke Oven, Lime Kiln, Kiln, Oven, Pottery Kiln.**

11.   **Bridge:** A foot, automobile, or railroad bridge. Use in historic contexts only and describe construction details and function under Feature Remarks. **Related features: Road/Trail, Railroad Tracks/Bed.**

12.   **Burial/Grave:** Unmarked human interment or isolated grave. **Related feature: Cemetery, Cremation, Human Remains.**

13.   **Burned Rock Midden:** Large dense concentrations, often mounded, of fire cracked rock (FCR), usually associated with large scale plant processing. Although other cultural materials are usually present in the midden, FCR is predominant. **Related features: Hearth, Roasting Pit, Sweat Lodge.**

14.   **Cache:** An apparently purposeful placement of artifacts or collected items, for storage or for ceremonial purposes, either above or below ground or within an architectural structure (e.g., mano cache, pottery cache, etc., presumablly stored for later use). **Related features: Bin/Cist, Cairn, Shrine, Undefined Depression.**

15.   **Cairn:** A mound or stack of rocks used to mark the locations of boundaries or claims. **Related features: Fence, Shrine, Rock Pile, Undefined Rock Alignment, Wall.**

16.   **Canal:** Excavated linear feature to transport water to fields, may be lined or unlined. Should be used in place of ditch, channel, irrigation ditch, trench, water channel. **Related features: Water Control Device.**

17.   **Car Body:** The major portion of a vehicle abandoned on a site. If the car body has been modified for other uses, indicate this under Feature Remarks. Found only in historic contexts.

18.   **Cavate Room:** Intentionally carved habitation rooms, cut into volcanic tuff or other soft material. (Under Depositional Context, Side C, check "cave".)

19.   **Cemetery:** A formal place for human burials. Use for formal, sanctified, burial grounds and private grave plots. **Related features: Burial/Grave.**

20.   **Charcoal Stain:** A distinct dark coloration of areas of soil on a site, usually bounded. Use for all surficial stains that are believed to be cultural but the nature of which is indeterminate. **Related features: Ash Stain, Dump, Hearth, Midden.**

Check Dam: See **Water Control Device.**

21.   **Church/Religious Structure:** A building designed for public religious services, includes meeting houses, synagogues and chapels, in historic context only. **Related feature: Public Building.**

22.   **Clearing in Desert Pavement:** An area where cobbles have been cleared, frequently circular in shape and interpreted as sleeping circles or metate preform workshops. Do not confuse with excavated features like **Pithouse** or **Undefined Depression.**

23.   **Clay Quarry:** A natural clay source that shows signs of having been excavated to obtain clay. May be a localized geologic feature or an area with dispersed concentrations, as, for example, along a riverbank. **Related features: Quarry, Resource Procurement Area.**

Cliff Dwelling: see **Roomblock** and check Rockshelter under Depositional Context (Side C).

24. **Coke Oven:** A firing structure used to reduce coal to carbonaceous residue. The procedure was used to produce coal gas in a destructive distillation process, or in the production of coke to produce steel. Used in historic contexts only. **Related features: Brick Kiln, Lime Kiln, Kiln, Oven, Pottery Kiln.**

25. **Compound Walls:** Adobe or masonry walls, standing to any height, that once formed enclosing perimeter walls of a house or houses and an open space connected to the houses. **Related features: Fence, Plaza, Undefined Constructed Linear Feature, Wall.**

26. **Communication System, Linear:** Any linear arrangement of poles with connecting wire, or cable not strung from poles, underground or not, that served as a communication system. This includes historic context telephone and telegraph wires and the poles and pads used to support them.

27. **Constructed Linear Feature, Undefined:** Any humanly constructed feature, linear in nature than cannot be clearly defined as a wall, fence, road, railroad bed, boundary marker, etc.

28. **Corral:** An unroofed enclosure for confining livestock. May be constructed of any materials and incorporate natural features or vegetation as part of the enclosure. Found only in historic contexts. **Related features: Fence, Livestock Enclosure, Stockade, Wall.**

Courtyard: see **Plaza.**

29. **Cremation:** A human cremation, and any associated artifacts. **Related features: Burial/Grave, Cemetery, Human Remains.**

30. **Depression, Undefined:** An area sunk below the immediate surrounding terrain. Use to indicate depressions that are a direct result of some human activity but the purpose of which is unclear. **Related features: Dugout, Great Kiva, Kiva, Outhouse, Pithouse.**

31. **District:** (Archaeological or historical) A tract of land that has been assigned to one ASM site number due to the density of sites of archaeological or historical importance.

32. **Dugout:** A structure formed by excavation into the ground and then roofed over. May be dug into a hillside with ground-level access or dug below ground with a stair access. Usually found on historic homesteads as residence or storage (root cellars, etc). **Related features: Undefined Depression, Outbuilding, Shed.**

33. **Dump:** Formal or informal concentrations of <u>historic</u> trash, related to subsistence and containing individual or multiple episodes of deposition. May be contained within an excavated pit or piled on landscape to form a mound. Include all ash or coal-cinder dumps. **Related features: Ash Stain, Charcoal Stain, Midden, Mine Waste, Trash Mound, Trash Scatter.**

34. **Excavated Linear Feature, Undefined:** A humanly excavated linear feature, but undefined as an irrigation canal, tunnel, etc. **Related feature: Canal.**

35.   **Fence:** A structure creating a boundary, barrier, or enclosure. Construction materials may vary, including unmodified natural materials such as brush or rock or electrified wire. Found only in historic contexts. **Related features: Constructed Linear Feature, Corral, Stockade, Wall.**

36.   **Field:** A tract of land used for cultivation, not necessarily formally bounded. **Related features: Garden, Constructed Linear Feature, Linear Border, Orchard.**

37.   **Field House:** A small structure of 1 to 4 rooms built as an adjunct to an agricultural field for storage or temporary housing. Usually prehistoric. **Related features: One Room Structure, Masonry Structure.**

Fire cracked rock: see **Burned Rock Midden, Undefined Rock Feature.**

38.   **Fired Brick Structure:** Any structure constructed of fired brick and otherwise undefined as to purpose. Found only in historic context. **Related features: Barn, Church/Religious Structure, House Extant, House Foundation, Outbuilding.**

Game Trap: see **Hunting Feature.**

39.   **Garden:** Small, formal agricultural area, often bounded with cobbles and containing gravel mulch. **Related features: Constructed Linear Feature, Field, Orchard, Soil Control Structure, Water Control Device.**

40.   **Graffitti:** Surficial markings or writings. Use for tree art as well as modern additions to rock art. Petroglyphs or pictographs believed to date post-contact should be classed as petroglyphs or pictographs. **Related features: Painted Petroglyph, Petroglyph, Pictograph.**

41.   **Grain Mill:** A structure originally equipped with machinery for processing by grinding or crushing grain.

42.   **Great Kiva:** Large kiva. **Related features: Undefined Depression, Kiva, Pithouse.**

43.   **Hearth:** An extramural, localized area of controlled intentional burning. Encompasses all surficial fire-related phenomena including fire pits, formal hearths, unstructured hearths, fire rings, burned rock rings, fire deflectors, and slab-lined hearths. Excludes standing fireplaces or chimneys or their remnants. Such things should be included as part of House Foundation. **Related features: Ash Stain, Burned Rock Midden, Charcoal Stain, Oven, Pottery Kiln, Roasting Pit, Sweat Lodge.**

44.   **Historic Settlement:** Existing towns, ghost towns and their remaining foundations. Use for towns nominated for the National or State Register of Historic Places, or where remains of towns are noted in survey, or where the existing town is of historical interest. Detail buildings and streets as individual features or use this term to record the entire town as one feature. Detail the area being included in the site (*including sufficient data such that UTM coordinates may be established*) and the number of extant buildings and building foundations. See section II.2. of Appendix A, concerning site definition. **Related features: Fired Brick Structure, Masonry Structure, Milled Lumber Structure, Public Building.**

45.   **Hogan:** A Navajo dwelling, usually round or later octagonal. Includes masonry, cribbed log and framed structures. Use for hogan foundations and deteriorating hogans and standing hogans. **Related features: Rock Ring, Wickiup.**

46.   **House Extant:** A standing habitation structure, historic contexts only. **Related features: Fired Brick Structure, House Foundation, Log Cabin, Milled Lumber Structure, One Room Structure.**

47.   **House Foundation:** The remains of a habitation structure, including collapsed buildings, footings of various materials, formal house cellars, cement slabs, builders' trenches, and crawl spaces. Use for structures built in European-American style. Historic period pueblos may be classed under **Roomblock**. **Related features: Undefined Depression, Undefined Rock Alignment.**

48.   **Human Remains:** Human skeletal material found in contexts that are clearly not formal burials. Use in place of skeleton or skeletal remains. **Related features: Burial/Grave, Cemetery, Cremation.**

49.   **Hunting Feature:** All hunting features including drop sites, deadfalls, snares, dead end traps, beating corridors and hunting blinds. **Related features: Undefined Depression, Undefined Rock Alignment.**

50.   **Intaglio:** Patterned rock alignments depicting anthropomorphic, zoomorphic or geometric designs on land surface.

51.   **Kiln:** Any of various ovens used for hardening, firing, burning or drying substances. Should be used in cases where there is uncertainty as to which of the related feature names would apply. **Related features: Brick Kiln, Coke Oven, Lime Kiln, Oven, Pottery Kiln.**

52.   **Kiva:** A circular or rectangular ceremonial structure that may be subterranean or part of a roomblock. May be used for excavated or unexcavated features if there is reasonable certainty as to interpretation; if not, use Undefined Depression. **Related features: Great Kiva, Pithouse, Undefined Depression.**

53.   **Lime Kiln:** A furnace used to reduce naturally occurring forms of calcium carbonate to lime. Found in historic contexts only. **Related features: Brick Kiln, Coke Oven, Kiln, Oven, Pottery Kiln.**

54.   **Linear Border:** Artificial arrangement of materials that serves to delineate an agricultural field or other area. **Related feature: Constructed Linear Feature, Field, Orchard, Soil Control Structure, Water Control Device.**

27.   **Linear Feature, Constructed, Undefined:** Any type of constructed linear feature that cannot be clearly defined as a wall, fence, road,railroad bed, boundary marker, etc.

34.   **Linear Feature, Excavated, Undefined:** An excavated feature, linear in nature but otherwise undefined as an irrigation canal, tunnel, etc. **Related feature: Canal.**

55.   **Lithic Quarry:** Use only for outcrops or buried deposits of lithic material that have been mined or otherwise exploited for the purpose of stone tool manufacture. **Related feature: Quarry, Resource Procurement Area.**

56.   **Lithic Scatter:** Use for systematic or non-systematic arrangement of lithics (tools, debitage, shatter) that occur on the landscape, either alone or in conjunction with other features. Use instead of terms like sheet scatter, tool scatter, debitage scatter. Use **Lithic Scatter** to include manufacturing areas, workshops, chipping and flaking areas. Then note under Feature Use that site was a Manufacturing/Production area. **Related terms: Artifact Scatter, Trash Scatter.**

57.   **Livestock Enclosure:** Small enclosed structure, roofed or not, designed to house domestic animals. Use for pig sty, chicken coop, sheepfold, lambing pen, dog house. **Related features: Barn, Corral.**

58.   **Log Cabin:** Historic structure built of logs, although footing types and roof materials may vary. Use for extant and partially dismantled or deteriorated cabins. **Related features: House Extant, House Foundation, One Room Structure, Outbuilding, Shed.**

59.   **Masonry Structure:** (Historic period only) A building, or the ruins of a building, constructed by piling stone, cut or uncut, either with or without mortar or stucco. Use for buildings found in historic context. For those in prehistoric context, see **Roomblock. Related feature: House Extant, House Foundation, Compound Walls.**

60.   **Midden:** An archaeological desposit exposed on the surface of a site, and containing discarded artifacts and materials. Middens may have considerable depth, or may be entirely surficial (i.e., sheet midden). Midden deposits normally contain ashy or charcoal-stained sediments, and domestic trash such as sherds, lithic debitage, and bone. Use in prehistoric and proto-historic contexts. **Related features: Ash Stain, Charcoal Stain, Burned Rock Midden, Dump, Trash Mound.**

61.   **Milled Lumber Structure:** Collapsed remains of a structure built of processed lumber, usually with a minimal foundation, found in historic contexts only. The term should be restricted to cases where related feature names are not appropriate because function is unknown. **Related features: Barn, One Room Structure, Outbuilding, Outhouse, Shed, House Extant, House Foundation.**

62.   **Mine:** Use this term for strip mines, open pit mines, mine shafts and tunnels of all types, including adits, stopes, vent shafts, prospects, glory holes, galleys and haulage tunnels related to extraction of natural resources like coal and minerals. **Related features: Mine Waste, Ore Processing Facility, Ore Transportation Feature.**

63.   **Mine Waste:** Include all forms of waste products like mine tailings, spoils piles, slag heaps, etc. **Related features: Mine, Ore Processing Facility, Ore Transport Feature.**

64.   **Monument:** Any historic structure, erected to commemorate a historic event, place or person, usually inscribed with date and historical details, includes statues. **Related features: Cairn, Shrine.**

65.   **Mound, Structural:** A pile of materials that probably represent the remains of a structure. **Related features: House Foundation, Roomblock.**

66.   **Mound, Trash:** An artificial form created on landscape by successive dumping of trash in one area. Reserved for prehistoric contexts; do not confuse with **Structural Mound. Related features: Midden (prehistoric), Dump (historic), Structural Mound.**

Multi-room Structure: see **Roomblock.**

67.   **One Room Structure:** The ruins of a small surface structure constructed of any material and that is spatially isolated from other larger structures. Use when related feature names cannot be applied because function is unclear. **Related features: Field House, House Extant, Hogan, Outhouse, Shed, Sweat Lodge, Tower, Wickiup.**

68.   **Orchard:** An area of land devoted to cultivation of fruit or nut trees, for historic components only. **Related features: Field, Garden.**

69.   **Ore Processing Facility:** Ore mill structures and abandoned machinery (e.g., arrastras, concentrators, ball and stamp mills, conveyor belts, leaching vats). **Related features: Mine, Ore Transport Feature.**

70.   **Ore Transport Feature:** Structures and features associated with the transport of ore or coal from mine to mill to final shipping by truck or rail (e.g., headframes, hoist machinery and housing, flumes, loadouts, trams). For use in historic contexts only. **Related features: Bridge, Mine, Mine Waste, Ore Processing Facility, Railroad Tracks/Bed, Road/Trail.**

71.   **Outbuilding:** Structures separated from, but related to, the principal structure on a residential site. Applies to historic context only and should be used when clearer definition of building's function (as barn, livestock enclosure, outhouse, ramada, e.g.) is not possible. **Related features: Barn, Dugout, One Room Structure, Outhouse, Ramada/Shelter, Shed.**

72.   **Outhouse:** A small structure housing a toilet, privy or latrine, or the remains of such a structure. **Related features: Dugout, Fired Brick Structure, Depression, One Room Structure, Milled Lumber Structure, Outbuilding, Ramada/Shelter, Shed.**

73.   **Oven:** An enclosed space used to heat objects placed within its confines. Includes earthen ovens, oven pits, mud ovens and bread ovens. **Related features: Brick Kiln, Coke Oven, Hearth, Kiln, Pottery Kiln, Roasting Pit.**

74.   **Painted Petroglyph:** A design scratched, pecked, or scraped into a rock surface and then infilled with paint. Use to describe appropriate forms of rock art and inscriptions. **Related features: Graffitti, Petroglyph, Pictograph.**

75.   **Pecked Bedrock Depression:** Use in circumstances where a rock has been modified by humans but the exact nature of the modification is unclear, e.g., may be bedrock mortar, steps, cupule, etc. **Related features: Bedrock Grinding Stone, Bedrock Steps.**

76.   Petroglyph: A design scratched, pecked, or scraped into a rock surface. Related features: **Painted Petroglyph, Pictograph, Graffitti.**

77.   Pictograph: A design drawn in pigment upon an unprepared or ground rock surface. **Related features: Painted Petroglyph, Petroglyph, Graffitti.**

78.   Pithouse: A habitation structure built entirely or partially underground. Include pithouse villages and indicate village size/estimated number of pithouses under Feature Remarks. Also use Remarks to indicate whether depressions are clearly or probably pithouses; when uncertain, use **Undefined Depression** rather than Pithouse. **Related features: Undefined Depression, Dugout, Great Kiva, Kiva.**

79.   Plaza: An open area, may be partially or completely enclosed by structural remains (standing or collapsed), used for public activities. May contain temporary structures like ramadas/shelters or special activity areas like mealing bins or hearths.

80.   Posthole: Discolored circular patches of soil, indicative of decayed, burnt or removed architectural posts, such as would be found associated with pithouses or ramadas.

81.   Pottery Kiln: An oven or heated enclosed space for firing pottery; may be applied to either historic or prehistoric components. **Related features: Brick Kiln, Coke Oven, Kiln, Lime Kiln, Oven.**

Pueblo: see **Roomblock**

82.   Public Building: Any non-residential building, or remains thereof, including schools, courthouses, libraries, town halls, city halls, jails, generators, historic homes that have been converted to museums, etc. **Related features: Fired Brick Structure, Milled Lumber Structure.**

83.   Quarry: An area from which geological materials have been excavated and removed for use off-site, primarily as building materials (e.g., limestone, stone, gravel, and sand pits). **Related features: Clay quarry, Lithic Quarry, Resource Procurement Area.**

84.   Railroad Track/Bed: Use to designate portions of bed or track, historic context only.
Related features: Bridge, Road/Trail.

85.   Ramada/Shelter: All temporary shelters, including lean-tos, windbreaks, brush enclosures and sun shades. **Related features: Field House, Sweat Lodge, Tent Base.**

86.   Reservoir: A natural or artificial lake or dam in which water can be stored. **Related features: Spring Control Structure, Tank, Water Control Device.**

87.   **Resource Procurement Area:** A surface area from which natural resources (clay, stone, mineral, timber, etc.) were obtained. A **Mine** represents an excavation of materials that need further extraction/processing before use, a **Quarry** represents a large, open excavated area from which materials that need little processing (gravel, sand) can be removed. A **Resource Procurement Area** is a surface area from which raw materials that need little processing can be removed. **Related features: Clay Quarry, Lithic Quarry, Quarry.**

88.   **Road/Trail:** Formal or informal way used for the passage of humans, animals and/or vehicles. **Related features: Bridge, Railroad Tracks/Bed.**

89.   **Roasting Pit:** An excavated hole or pit for cooking without direct application of fire, usually accompanied by concentrations of burned rock. **Related features: Burned Rock Midden, Dump, Hearth, Midden, Oven.**

90.   **Rock Alignment, Undefined:** A linear arrangement of cut or uncut stone, the purpose of which is unclear. Should be used in situations that preclude use of feature names with more clearly defined functions. **Related features: Compound Walls, Fence, House Foundation, Linear Border, Soil Control Structure, Wall.**

91.   **Rock Feature, Undefined:** Use this to include scatters of slabs or boulders, upright slabs, or fire-cracked rock thought to be the result of human activity, but where destruction or erosion have made full identification impossible. **Related features: Burned Rock Midden, Hearth, Rock Pile, Unidentified Rock Alignment.**

92.   **Rock Pile:** Purposefully arranged rocks, where no function can be determined. **Related features: Burned Rock Midden, Cairn, Mine Waste, Quarry, Roasting Pit.**

93.   **Rock Ring:** A donut-shaped rock pile or midden, sometimes interpreted as a sleeping circle or metate preform manufacturing site. Distinguish between intentional **Rock Ring** formations and **Clearing in Desert Pavement**. **Related features: Burned Rock Midden, Hearth, Roasting Pit.**

Rockshelter: Check Rockshelter under Depositional Context on Side C, then describe the feature(s) within the shelter (e.g., **Lithic Scatter, Wall, Hearth,** etc.).

Room: see **One Room Structure**.

94.   **Roomblock:** The remains of a contiguous, multiroom habitation structure constructed of adobe, jacal or masonry. Usually manifests a surface mound with construction debris exposed, and some wall alignments visible. Includes all pueblos and Navajo pueblitos. Provide description of building materials and estimate of number of rooms under Feature Remarks. **Related feature: Compound Walls, Structural Mound.**

95.   **Sawmill:** A facility for producing lumber from unhewn logs, historic contexts only.

2.   Scatter, Artifact: A patterned or unpatterned arrray of various types of artifacts across the surface of the site. An artifact scatter should contain more than one type of artifact and beprehistoric. **Artifact Scatter** should be used in preference to sheet scatter or tool scatter. **Related features: Lithic Scatter, Sherd Scatter, Trash Scatter** (for historic contexts).

56.   Scatter, Lithic: Use for patterned or unpatterned arrangement of lithics (tools, debitage) that occur on the landscape, either alone or in conjunction with other features. Use instead of terms like sheet scatter, tool scatter, debitage scatter. **Related terms: Artifact Scatter, Trash Scatter.**

96.   Scatter, Sherd: A patterned or unpatterned array of ceramics isolated on the landscape. Use in preference to ceramic scatter or sheet scatter. **Related features: Artifact Scatter, Lithic Scatter, Trash Scatter.**

97.   Scatter, Trash: A non-purposeful surficial arrangement of discarded items. Use in historic context. If the deposit is dense and deep, call it a **Dump**. **Related features: Midden** (prehistoric), **Dump, Trash Mound** (prehistoric).

98.   Shed: A small structure separated from, but related to, the principal structure on a residential site. Applies to historic context only and should be used when clearer definition of building's function (as barn, livestock enclosure, outhouse, ramada, e.g.) is not possible. **Related features: Barn, Dugout, One Room Structure, Outbuilding Outhouse, Ramada/Shelter.**

96.   Sherd Scatter: A patterned or unpatterned array of ceramics isolated on the landscape. Use in preference to ceramic scatter or sheet scatter. **Related features: Artifact Scatter, Lithic Scatter, Trash Scatter.**

99.   Shrine: A place, showing evidence of human use, that is held sacred. See Appendix A, Section V.

100.   Soil Control Structure: A constructed device for capturing and/or maintaining soils, usually for agricultural purposes. Includes terraces, erosion control features, and dirt traps. **Related features: Field, Garden, Linear Border, Undefined Rock Alignment, Water Control Device.**

101.   Spring Control Structure: Any modification of a natural spring to increase and/or control the flow. Includes spring improvements, pipe installations, and stock troughs. **Related features: Canal, Tank, Reservoir, Water Control Device, Well.**

102.   Stage Stop: A structure situated along an established stage line for watering, horse changes, and mail/passenger exchanges. Include the name of the stage line under Feature Remarks.

103.   Stockade: A fortified enclosure, often construced of timbers or posts driven into the ground, or otherwise walled. **Related features: Corral, Fence, Livestock Enclosure, Wall.**

65.   Structural Mound: A pile of materials that probably represent the remains of a structure. **Related features: House Foundation, Roomblock.**

104.   **Sweat Lodge:** A small enclosure or hut used for steam baths, usually ephemeral in construction. Often has fire cracked rock and/or a hearth in association. **Related features: Ash Stain, Burned Rock Midden, Charcoal Stain, Hearth, Hogan.**

105.   **Tank:** A capture and/or holding device for water, created by modification of drainages or by installation of artificial trough. Includes metal tank stock waterers and wildlife waterers. Historic context only. **Related features: Reservoir, Spring Control Device, Windmill.**

106.   **Tent Base:** The impression left by a tent, including tent platforms, the rocks used to weight down edges, stakes and wear patterns. **Related features: Ramada/Shelter, Rock Ring, Wickiup.**

107.   **Tower:** A structure constructed to provide elevation above the surrounding area. May or may not be attached to other structures. **Related features: Atalaya, One Room Structure, Roomblock.**

108.   **Trading Post/Mercantile:** A station or store, usually in a remote location. Include the name of the post in Feature Remarks. **Related features: Fired Brick Structure, Milled Lumber Structure, One Room Structure, Roomblock.**

109.   **Trailer:** A vehicle designed to be hauled by a car or truck, especially a house trailer, which has been abandoned on the landscape. **Related feature: Car body.**

66.   **Trash Mound:** An artificial form created on landscape by successive trash dumping in one area. Reserved for prehistoric contexts; do not confuse with **Structural Mound. Related features: Midden (prehistoric), Dump (historic), Structural Mound.**

97.   **Trash Scatter:** A non-purposeful surficial arrangement of discarded items. Use in historic context. If the deposit is dense and deep, call it a **Dump. Related features: Midden** (prehistoric), **Dump, Trash Mound** (prehistoric).

110.   **Trincheras:** Rock alignments constructed on top or around the circumference of hills.
Related features: Undefined Rock Alignments, Cairns, Wall.

30.   **Undefined Depression:** An area sunk below the immediate surrounding terrain. Use to indicate depressions that are a direct result of some human activity but the purpose of which is unclear. **Related features: Dugout, Great Kiva, Kiva, Outhouse, Pithouse.**

27.   **Undefined Constructed Linear Feature:** Any type of constructed linear feature than cannot be more specifically defined as a wall, fence, road,railroad bed, boundary marker, etc.

34.   **Undefined Excavated Linear Feature:** An excavated linear feature, otherwise undefined as an irrigation canal, tunnel, etc. **Related feature: Canal.**

90.   **Undefined Rock Alignment:** A linear arrangement of cut or uncut stone, the purpose of which is unclear. Should be used in situations that preclude use of feature names with more clearly defined functions. **Related features: Compound Walls, Fence, House Foundation, Linear Border, Soil Control Structure, Wall.**

91.   **Undefined Rock Feature:** Use this to include scatters of slabs or boulders, upright slabs, or fire-cracked rock thought to be the result of human activity, but where destruction or erosion have made full identification impossible. **Related features: Burned Rock Midden, Hearth, Rock Pile, Rock Alignment.**

111.   **Wall:** An upright structure that divides, encloses, or protects an area, or separates contiguous areas, constructed of various materials. Walls are more substantial than fences. **Related features: Fence, House Foundation, Soil Control Structure, Undefined Rock Alignment, Water Control Device.**

112.   **Water Control Device:** A device that controls water flow, particularly runoff. Inlcudes check dams, flumes, gabions, headgates, drop structures, and riprap. **Related features: Canal, Reservoir, Spring Control Structure.**

113.   **Well:** A deep shaft or hole drilled to obtain water or other liquid or gas resources. **Related features: Reservoir, Windmill.**

114.   **Wickiup:** A short term habitation constructed of matting, grass, or bark overlaying a frame. **Related features: Hogan, Rock Ring, Sweat Lodge, Tent Base.**

115.   **Windmill:** A wheel of adjustable blades or shafts rotated by wind to provide energy to draw water from a well. Found in historic contexts only. **Related features: Reservoir, Tank, Water Control Device, Well.**

116.   **Other:** Use this category whenever none of the above Feature Names is appropriate. Then specify details in Feature Remarks.

Appendix C
DEFINITION OF FEATURE USE TERMS

The feature use field should be used to indicate the best assessment of the function(s) of the feature. In cases where multiple functions may be inferred, enter as many codes as seem appropriate.

1. **Unknown Use:** A feature for which the recorder cannot determine what use might have been. Many lithic and sherd scatters fall into this category.

2. **Accidental Loss:** A feature that resulted from unintended distribution of artifacts. A pot-break falls into this category.

3. **Passive Accumulation:** This category results from repeated episodes of disposal where there is no organized effort to confine trash to a formal dump. For example, accumulation of trash along a highway is passive accumulation, but use of a formal disposal area like a dump or a midden would be **Disposal** (#10).

4. **Observation:** A site, or a feature within a site, devoted to observing the outside world. This could be applied to astronomical observatories or to hunting blinds or defensive outlooks. The latter two should also be assigned **Subsistence** and **Defense** use codes, respectively.

5. **Resource Procurement:** A feature that has been used to obtain raw materials intended for further modification: *mining sites, wells, lithic quarries, etc.*

6. **Agricultural:** A feature used in connection with crop production: linear borders, field houses, fields.

7. **Manufacturing/Production:** A feature used to produce goods from raw materials: kilns, smelters, clearly defined lithic production features, etc. Grain mills used to produce foodstuffs for sale should probably be considered **Manufacturing/Production**, rather than **Subsistence** functions. Bedrock grinding features should probably be considered to have a **Subsistence** function rather than a **Manufacturing/Production** function.

8. **Conveyance/Transportation:** A feature used to move people or commodities from one location to another: road, trail, etc. A feature like a canal can be classed as both **Conveyance/Transportation** and **Agricultural**.

9. **Storage:** A feature used to accumulate commodities for future use: a cache, bin/cist, a particular room of a roomblock thought to have been used for storage, a dugout used as a spring house.

10. **Disposal:** An area defined for the discard of waste or unwanted materials, e.g., a midden or trash mound.

11. **Communication:** A feature that forms part of a communication system, like a telephone/telegraph pole alignment. Or markings on the landscape that convey messages to subsequent passers-by.

12. **Monument:** A constructed feature erected to mark a historical event or a marker installed to formally delineate a piece of territory.

13. **Art:** A feature such as graffitti, petroglyphs or pictographs for which no literal message can be read.

14. **Recreation:** A feature or site known to be or have been a recreational area, such as trails in national parks, Hohokam ballcourts, etc.

15. **Commerce:** A site or feature used for commercial purposes such as trading posts or stage stops (the latter may also be classed as having a **Conveyance/Transportation** function, as well).

16. **Defense:** A site or feature known or thought to have had a defensive purpose, such as stockade fences, military posts, atalayas.

17. **Religious/Ceremonial:** For all those features where use is generally unknown, plus those known to have served religious or ceremonial purposes: churches, kivas, shrines, synagogues, etc.

18. **Government/Public Building:** For historic period sites like schools, libraries, museums, fire tower lookouts, etc. Certain buildings like historic homes open to the public might be classed both as **Government/Public Building,** due to their status today as museums and as **Habitation** due to their original use.

19. **Habitation:** For features known to have housed people either permanently or temporarily, e.g., houses, roomblocks, pithouses, camp sites, tent bases.

20. **Subsistence/Food Processing:** For features used in subsistence activities: hunting or game processing areas, food preparation areas, mealing bins, bedrock grinding areas, etc.

21. **Other:** For features where the known function does not fit any of the above. Specify the nature of the function in feature remarks.

Appendix D
INSTRUCTIONS FOR CALCULATING UTM REFERENCES

Each UTM reference consists of three numeric values derived from the U.S.G.S. map on with the site is plotted as follows:

<u>Z</u> (Zone) - UTM Zone is given at the extreme lower left corner of USGS topographic sheets. Its value is 12 in all areas of Arizona except in some areas along the extreme western edge of the state, where it is 11. Zone is the first element of the UTM reference to be listed and should be typed in after "Z".

<u>E</u> (Easting) - The easting value represents the distance (in meters) between the point to be referenced and the western boundary of the Zone, which is an arbitrary meridian. The easting must always be a six-digit number. The first three digits will correspond to one of the matching pairs of the UTM grid ticks which are printed in blue at 1000-meter intervals along the top and bottom map margins, and which are labeled with three-digit integers which increase consecutively from west to east. The correct three digits are those which correspond to the north-south grid-line (meridian) which is closest to the west of the point. (On some newer maps, the UTM grid will be printed over the entire sheet, but in most cases, only grid ticks will appear in the margins. The latter and more common case requires that the grid lines closest to the site be drawn by hand using a straight edge to connect the ticks at the top and bottom of the map.) The last three digits of the easting are obtained by physically measuring the distance between the center of the site and the nearest meridian to the west of the point. This measurement is estimated to the nearest ten meters (the last digit of the easting should therefore always be zero) using a metric scale adapted from the one provided at the bottom of the map. Derived in this manner the easting value would consist of, for example:

6 4 3   4 5 0

from the grid ticks   measured from the map

This means that the point being referenced is 643,450 meters east of the hypothetical west edge of Zone 12.

<u>N</u> (Northing) - The northing value represents the distance (in meters) from the equator to the point being referenced. It is obtained in a manner that is directly analogous to that used in creating the easting except that the last three digits of the northing are measured as the distance between the point and the nearest east/west UTM grid line to the south of the point, and that east/west grid lines are labeled with four-digit integers which increase consecutively from south to north along the left and right margins of the map. A UTM northing should appear on the card as, for example, "N 3558690", meaning that the point is 3,558,690 meters north of the equator. A complete UTM Reference should be typed as:

Z <u>12</u> E <u>598470</u> N <u>3239500</u>

Appendix E
ASM SITE CLASS CODING SYSTEM

The following fields will be completed by ASM staff as the site record is processed.

<u>Within AZ ___ : ___ : ___ (ASM)</u> If the site is spatially contained within the boundaries of a formally recognized district, enter the ASM AZSITE number of the district.

<u>Contains AZ ___ : ___ : ___ (ASM)</u> If the site is a formally recognized district spatially encompassing one or more recorded sites, enter the ASM site numbers for any and all sites contained by the subject record.

<u>Class</u> *Enter the one of the following codes which best describes the nature of the record to be entered into AZSITE:*

01 Standard Site - must satisfy all of the following criteria:

It is one and only one place that is completely bounded by arbitrary or "natural" boundaries,

it is not referenced by any other ASM site number,

its boundaries contain no other standard site(s),

its boundaries can be drawn on a 7.5' map with accuracy sufficient to assure that at least one point described by UTM coordinates falls within the site boundaries, and

its major axis is less than 2 miles long and lies completely or almost completely within the site boundaries, and whose minor axis is equal to or greater than one tenth of the major axis.

02 Nonplotted Site - is any site whose locational data are either incomplete or inconsistent to such an extent that the site cannot be plotted on a 15' or 7.5' map with confidence sufficient to assure that at least one point referenced by UTM lies within the site boundaries. This class is designed to account for many earlier records. New records falling into this class will not be accepted.

03 Linear Site - is any site whose major axis is ten or more times greater than the minor axis. Generally, the boundaries of any one linear site are arbitrarily confined to the geographic limits of a 15' area, even though the endpoint of one linear site may be contiguous with the endpoint of another such site in the adjoining 15' area.

04 Nested Site - is a site whose boundaries contain one or more other standard sites. This class includes both intentionally created Districts, as well as existing records of nested sites which were inadvertently created. New records resulting in nesting will be disallowed unless they refer to intentionally created Districts.

05 Noncontiguous site - is a site that consists of two or more noncontiguous places. New records falling into this category will not be accepted. Existing records referring to

noncontiguous sites will be assigned this code so that they may be more easily accessed by those implementing corrections.

06 Noncontiguous linear site - is a linear site, as defined above, that consists of two or more noncontiguous segments. Existing cases falling into this category will be assigned this code so that they may be more easily accessed by those implementing corrections. Portions of a noncontiguous linear site that are within the same 15′ area will receive only one number. This is the only allowable instance of noncontiguous sites.

07 Compound Site - a single site which has more than one ASM site number is a compound site. Existing cases falling into this category will be assigned this code so that they may be more easily accessed by those implementing corrections.
[Note: This class code has been discontinued. Where a site has been assigned multiple numbers, the first assigned number will be the official number and all others will received class code 9. All numbers will be cross-referenced in AZSITE.]

08 Advanced Number - Site numbers assigned in advance of the paper record are temporarily assigned to this class.

09 Null Number - Numbers which are for any reason voided, are identified with this code.

QP This is an abbreviation for "quad provenience". Indicate the 7.5′ area in which the site is located by entering an abbreviation for state, the correct letter(s) to specify the 1 degree area, an integer from 1 to 16 to specify the 15′ area, and "NW", "NE", "SW", or "SE" to indicate in which of the four 7.5′ areas within a 15′ area the site is located. Do this in all cases, even if the site is located in an area for which 7.5′ maps are not yet available. If the site boundary extends onto more than one 7.5′ area, list QP for all 7.5′ areas in which the site lies.

Biblio ref. Enter the key to BIBLIO, the ASM Bibliographic references database.

Permit If the site was recorded as a result of a project conducted under an Arizona Antiquities Act permit, type the number of the permit authorizing the work as a full four-digit number representing the year, followed by a hyphen, and an integer. This number may have been entered already by the recording archaeologist or land managing agency.

Acc.No If the Arizona State Museum is the repository institution for any artifacts removed from the site, or documentation pertaining to the site, type the ASM Accession Number that the ASM Registrar has assigned to these materials.

Plotted The Site File Administrator or designee who supervised the plotting of the site's location in the Arizona State Museum's Master Atlas is to indicate the date on which the site was plotted and his or her identity by initialing the space following "by".

AZSITE DE Enter the date on which the AZSITE record was first created from the completed site card, and the initials of the person who created the computer record in the space following "by".