

ARCHAEOLOGICAL STANDARDS

Technical Guidance for Archaeologists in the State of Michigan



Guide 3 | www.michigan.gov/archaeology/

Mapping & Geospatial Standards Brief Fact Sheet

Draft revised: September 18, 2023

Mapping:

- Project area, survey, and site boundaries must be shown centered on a 7.5' USGS topographic quadrangle map citing the correct quadrangle name(s).
 - ◆ Free historical and current 7.5' topographic maps can be downloaded at the USGS [TopoView](#) website.
 - ◆ The name of the topographic map must be included in the figure caption and references.
- All maps must include a north arrow, scale, key/legend, and a figure caption that describes what is illustrated in the figure.
- Maps must be at sufficient size and resolution to show map features, especially topographic maps.
 - ◆ Use insets, landscape view, 11x17 page, or multiple maps as necessary.
- The locations of field conditions (such as disturbed soils, low/wet areas, and steep slopes) must be illustrated and mapped.
- The locations of all field methods must be mapped, including pedestrian survey, shovel tests, units, geophysical grids, etc.
- Include all relevant historic mapping or imagery referenced as contexts in your report text. Cite all map sources, including historic maps in the report references.
- Archaeological sensitivity maps must not be copies of SHPO maps.
- When sites are encountered, sketch maps are required.
 - ◆ Site boundaries must be mapped and justified in the report text.
 - ◆ Illustrate methods used in site delineation.
 - ◆ Obtain site trinomial before submitting the report & label the site with its trinomial number.

Geospatial Data:

- To submit GIS data and layers, follow SHPO [Geospatial Data Requirements](#).
- All maps shall use the NAD_1983_Michigan_GeoRef_Meters WKID (3078) projection.
- All data layers should be named with the following conventions: use a project specific name, without spaces, no symbols (other than underscores), without "SHPO" in the name.
- Provide sites and surveys as separate shapefiles.
- Archaeological data must be submitted as separate layers from historic (above-ground) layers.
- Archaeological layers should be submitted as polygons only.
- Surveys should be submitted as polygons only.
 - ◆ When submitted under Section 106 consultation, if the areas surveyed are not identical to the area of potential effects, the surveyed areas must be specifically indicated
- GIS data should not be submitted without survey reports and accompanying information.
- How to submit files:
 - ◆ If files are individually under 30MB, they can be submitted through our [submission portal](#).
 - ◆ For multiple files with combined size of greater than 30MB, you can make multiple submissions to the portal.
 - ◆ Please note that file names may not contain any special characters or punctuation besides the period/dot before the file name.
 - ◆ Shapefiles should be submitted as a zipped folder to reduce file size.
 - ◆ If any single file is greater than 30MB, it must be submitted on a USB drive to State Historic Preservation Office, 300 North Washington Square, Lansing, MI 48913.