

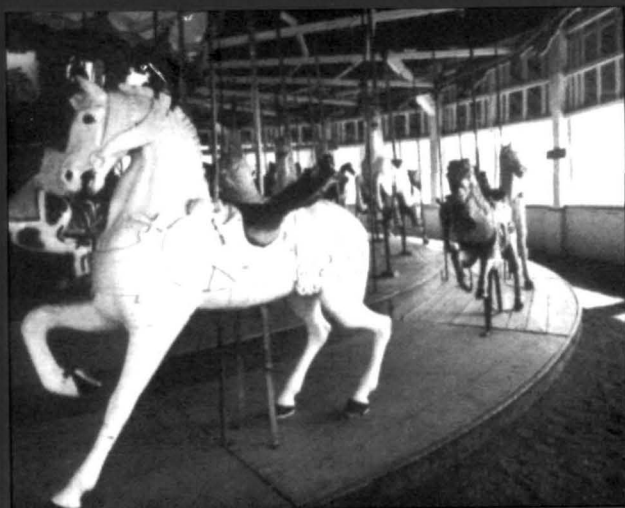
# NATIONAL REGISTER BULLETIN

Technical information on the the National Register of Historic Places:  
survey, evaluation, registration, and preservation of cultural resources



U.S. Department of the Interior  
National Park Service  
Cultural Resources  
National Register, History and Education

## How to Complete the National Register Registration Form



The mission of the Department of the Interior is to protect and provide access to our Nation's natural and cultural heritage and honor our trust responsibilities to tribes.

This material is partially based upon work conducted under a cooperative agreement with the National Conference of State Historic Preservation Officers and the U.S. Department of the Interior.



**U.S. Department of the Interior  
National Park Service  
Cultural Resources**

**1997**

***Cover***

*(Top Left) Located in Hillsborough County, Florida, El Centrol Espanol de Tampa is listed in the National Register of Historic Places for its significance as the oldest of the Latin clubs in Tampa and for its architectural design. It was founded in 1891 to provide a social and civic community for cigar workers from Cuba, New York City, Key West, and Spain. The club provided family medical services, educational and citizenship programs, and recreational facilities. The building's architecture is notable for its Spanish and Italian motifs fashioned in pressed brick and terra cotta. (Walter Smalling, Jr.)*

*(Top Right) Part of the Coronado State Monument in Bernalillo, Sandoval County, New Mexico, the Kuaua Ruin consists of a series of low earth mounds. The ruin is significant as a Pueblo Indian village that was occupied from 1300 A.D. to the Spanish contact period. (Museum of New Mexico)*

*(Bottom Left) The 1915 carousel at Pullen Park, Wake County, North Carolina, is listed in the National Register of Historic Places as a fine example of the turn-of-the-century carousels built by the Gustav A. Dentzel Company of Pennsylvania. It is also significant for its role in the historical development of recreation in Raleigh. (North Carolina Division of Archives and History)*

*(Bottom Right) Constructed 1890-1892, the Sheridan Boright House in Richford, Franklin County, Vermont, is significant for its architecture. The design and detailing of this exuberant late 19th-century Queen Anne/Eastlake residence were directly influenced by Palliser's American Cottage Homes, a pattern book published in 1878. (Francis Brawley Foster)*

# **GUIDELINES FOR COMPLETING NATIONAL REGISTER OF HISTORIC PLACES FORMS**

## **PART A**

### **HOW TO COMPLETE THE NATIONAL REGISTER REGISTRATION FORM**

**U.S. DEPARTMENT OF INTERIOR  
NATIONAL PARK SERVICE  
NATIONAL REGISTER OF HISTORIC PLACES  
REVISED 1986; 1991; 1997  
ORIGINALLY PUBLISHED 1977**

---

# PREFACE

---

The National Register of Historic Places is the official Federal list of districts, sites, buildings, structures, and objects significant in American history, architecture, archeology, engineering, and culture. These contribute to an understanding of the historical and cultural foundations of the Nation. The National Register includes:

- All prehistoric and historic units of the National Park System;
- National Historic Landmarks, which are properties recognized by the Secretary of the Interior as possessing national significance; and
- Properties significant in American, State, or local prehistory and history that have been nominated by State Historic Preservation Officers, Federal agencies, and others, and have been approved for

listing by the National Park Service.

By Federal law, National Register listing assists in preserving historic properties in several ways:

- Recognition and appreciation of historic properties and their importance,
- Consideration in planning Federal and Federally assisted projects,
- Making property owners eligible for Federal tax benefits,
- Consideration in decisions to issue surface coal mining permits, and
- Qualifying preservation projects for Federal grant assistance.

The Historic Sites Act of 1935 (Public Law 74-292) established the National Historic Landmarks Survey.

The National Historic Preservation Act of 1966 (Public Law 89-665) authorized the National Register of Historic Places, expanding Federal recognition to historic properties of local and State significance. The National Park Service in the U.S. Department of the Interior administers both programs. Regulations for these programs are contained in 36 CFR Part 60, National Register of Historic Places, and 36 CFR Part 65, National Historic Landmarks Program.

The National Historic Preservation Act authorizes State Historic Preservation Officers (SHPOs) in each State and Territory of the United States to nominate properties to the National Register of Historic Places and to carry out other preservation activities. Federal Preservation Officers (FPOs) have been designated in Federal agencies to nominate Federal properties and to fulfill other responsibilities under the Act.



## CREDITS AND ACKNOWLEDGMENTS

This bulletin was prepared by Linda F. McClelland, Architectural Historian, of the National Register Branch, under the supervision of Carol D. Shull, Chief of Registration. James Charleton of the History Division helped prepare the chapter on documenting nationally significant properties. Maureen P. Danaher, Historian, National Register Branch, and Rebecca Shrimpton provided editorial assistance.

The bulletin reflects the comments and suggestions of many individuals from State historic preservation offices, Federal agencies, and preservation organizations. Special appreciation is extended to the members of the National Register Task Force of the National Conference of State Historic Preservation Officers (NCSHPO), chaired by Edward F. Sanderson, Deputy State Historic Preservation Officer for Rhode Is-

land, for their thoughtful and constructive comments on an earlier draft. Members of the National Register staff, Claudette Stager of the Tennessee Department of Conservation, and Barbara Powers of the Ohio Historical Society provided valuable comments and assistance throughout the preparation of this bulletin.

# TABLE OF CONTENTS

Preface	i
Credits and Acknowledgments	ii
<b>I. Introduction</b>	<b>1</b>
What is the National Register of Historic Places?	1
What qualifies a property for listing?	1
What is the purpose of this bulletin?	1
Who may prepare a National Register nomination?	2
<b>II. Getting Started</b>	<b>3</b>
Where to Start	3
Understanding the Basics	3
Gathering the Facts	4
Making the Case for Significance	4
<b>III. Completing the National Register Registration Form</b>	<b>6</b>
General Instructions	6
1. Name of Property	8
Historic Name	8
Other Names/Site Number	9
2. Location	10
Street and Number	10
Guidelines for Entering Street and Number	10
Not for Publication	10
City or Town	10
Vicinity	10
State	11
County	11
Zip code	11
3. State/Federal Agency Certification	12
4. National Park Service Certification	13
5. Classification	14
Ownership of Property	14
Category of Property	14
Name of Related Multiple Property Listing	15
Number of Resources within Property	16
Number of Contributing Resources Previously Listed in the National Register	16
6. Function or Use	18
Historic and Current Functions	18
Guidelines for Entering Functions	19
Data Categories	20
7. Description	24
Architectural Classification	24
Guidelines for Architectural Classification	24
Data Categories	25
Materials	27
Data Categories	27
Guidelines for Entering Materials	27
Narrative Description	28
Writing an Architectural Description	30
Guidelines for Describing Properties	31
8. Statement of Significance	35
Applicable National Register Criteria	36
Criteria Considerations	36
National Register Criteria	37
Areas of Significance	38
Guidelines for Selecting Area of Significance	39
Data Categories	40

Period of Significance . . . . .	42
Guidelines for Selecting the Periods of Significance . . . . .	42
Significant Dates . . . . .	43
Guidelines for Identifying Significant Dates . . . . .	43
Significant Person . . . . .	43
Guidelines for Entering Names of Significant Persons . . . . .	43
Cultural Affiliation . . . . .	44
Guidelines for Entering Cultural Affiliation . . . . .	44
Architect/Builder . . . . .	45
Guidelines for Entering Name of Architect/Builder . . . . .	45
Narrative Statement of Significance . . . . .	45
Summary Paragraph . . . . .	45
Supporting Paragraphs—History of Property . . . . .	46
Writing a Statement of Significance . . . . .	45
Guidelines for Evaluating and Stating Significance . . . . .	47
Supporting Paragraphs—Historic Context . . . . .	50
Guidelines for Developing Historic Context . . . . .	51
9. Major Bibliographical References . . . . .	52
Bibliography . . . . .	52
Guidelines for Bibliographical References . . . . .	52
Previous Documentation on File (NPS) . . . . .	52
Primary Location of Additional Data . . . . .	53
10. Geographical Data . . . . .	54
Acreage of Property . . . . .	54
UTM References . . . . .	54
Guidelines for Entering UTM References . . . . .	55
Verbal Boundary Description . . . . .	55
Guidelines for Verbal Boundary Description . . . . .	58
Boundary Justification . . . . .	55
Guidelines for Selecting Boundaries . . . . .	56
11. Form Prepared By . . . . .	59
12. Additional Documentation . . . . .	60
Continuation Sheets . . . . .	60
Guidelines for Continuation Sheets . . . . .	61
Maps . . . . .	61
Geographical Map . . . . .	61
Guidelines for Geographical Maps . . . . .	63
Sketch Map . . . . .	61
Guidelines for Sketch Maps . . . . .	62
Photographs . . . . .	63
Guidelines for Photographic Coverage . . . . .	64
Additional Items . . . . .	65
<b>IV. Documenting Properties within Multiple Property Submissions . . . . .</b>	<b>66</b>
<b>V. Documenting Nationally Significant Properties . . . . .</b>	<b>68</b>
Guidelines for Documenting National Significance . . . . .	70
<b>VI. Amending National Register Forms . . . . .</b>	<b>71</b>
Guidelines for Amending Forms . . . . .	71
<b>The Completed Form: The Hartstene Island Community Center . . . . .</b>	<b>73</b>
<b>Appendix I State Codes</b>	
<b>Appendix II County Codes</b>	
<b>Appendix III Federal Agency Codes</b>	
<b>Appendix IV Glossary of National Register Terms</b>	
<b>Appendix V National Historic Landmarks Criteria</b>	
<b>Appendix VI Checklist for Describing Structures of Engineering or Industrial Significance</b>	
<b>Appendix VII Instructions for Certifying Registration Forms</b>	
<b>Appendix VIII Instructions for Determining UTM References</b>	
<b>Appendix IX Contacts</b>	
<b>Appendix X List of National Register Bulletins</b>	

---

# I. INTRODUCTION

---

## WHAT IS THE NATIONAL REGISTER OF HISTORIC PLACES?

The National Register is the official Federal list of districts, sites, buildings, structures, and objects significant in American history, architecture, archeology, engineering, and culture.

National Register properties have significance to the prehistory or history of their community, State, or the Nation. The Register is administered by the National Park Service. Nominations for listing historic properties come from State Historic Preservation Officers (SHPOs), Federal Preservation Officers (FPOs), for properties owned or controlled by the United States Government, and Tribal Historic Preservation Officers (THPOs), for properties on tribal lands. Properties are also determined eligible for listing at the request of SHPOs, THPOs and Federal agencies. While SHPOs, FPOs, and THPOs nominate properties for National Register listing, private individuals and organizations, and local governments, often initiate the process and prepare the necessary documentation. A professional review board in each State considers each property proposed for listing and makes a recommendation on its eligibility. Communities having a certified local historic preservation program, called Certified Local Governments (CLGs), also make recommendations to the SHPO on the eligibility of properties within their community.

## WHAT QUALIFIES A PROPERTY FOR LISTING?

Properties listed in the National Register of Historic Places possess **historic significance and integrity**.

Significance may be found in four aspects of American history recognized by the National Register Criteria

- Association with historic events or activities,
- Association with important persons,
- Distinctive design or physical characteristics, or
- Potential to provide important information about prehistory or history.

A property must meet at least one of the criteria for listing. Integrity must also be evident through historic qualities including location, design, setting, materials, workmanship, feeling, and association.

Generally properties must be fifty years of age or more to be considered historic places. They must also be significant when evaluated in relationship to major trends of history in their community, State, or the nation. Information about historic properties and trends is organized, by theme, place, and time, into **historic contexts** that can be used to weigh the historic significance and integrity of a property.

## WHAT IS THE PURPOSE OF THIS BULLETIN?

This bulletin contains instructions for completing the National Register of Historic Places Registration Form (NPS 10-900). Registration forms and continuation sheets (NPS 10-900-a) are available from State historic preservation offices, Federal preservation offices, and the National Park Service.

The National Register Registration Form is used to document historic properties for nomination to the National Register of Historic Places

It is also used to document properties for determinations of eligibility for listing.

One registration form is completed for each entry in the National Register. The entry may be a single property, such as a historic house or bridge, or it may be a historic district containing many buildings, structures, sites, and objects. Registration forms may be submitted separately or may be grouped within multiple property submissions.

Information on the National Register form has several purposes:

- Identifies and locates the historic property,
- Explains how it meets one or more of the National Register criteria, and
- Makes the case for historic significance and integrity.

The registration form must show that the property meets one of the four criteria. Even if a property appears to qualify under several criteria, only one needs to be documented for listing.

National Register documentation assists in preserving historic properties by documenting their significance and by identifying the historic characteristics that give a property historic significance and integrity. This information can be used in educating the public about significant historic properties and their preservation.

Once a property has been listed in the National Register, documentation, in the form of written records and a computerized data base called the National Register Information System (NRIS), becomes part of a national archive of information about significant historic properties in the United States.

## WHO MAY PREPARE A NATIONAL REGISTER NOMINATION?

Any person or organization may prepare a National Register nomination in the form of a completed registration form. This includes property owners, public agencies, private institutions, local historical societies, local preservation commissions, local planning offices, social or merchant organizations, professional consultants, college professors and their students, special interest groups, or interested members of the general public.

Applicants submit completed forms to the State Historic Preservation Officer (SHPO) in the State where the property is located. Forms for properties owned by the Federal government are submitted to the Federal Preservation Officer (FPO) of the agency responsible for the property. Forms for properties located on tribal

land are submitted to the Tribal Preservation Officer (TPO) of the Indian tribe responsible for the property.

Anyone interested in having a property nominated to the National Register should contact the SHPO, FPO, or TPO to learn how nominations are processed and how to get started. A list of SHPOs, FPOs, TPOs, and other contacts is found in *Appendix IX*. The SHPO can also inform applicants if their community is a Certified Local Government (CLG), which also has a role in nominating properties to the National Register.

Persons researching a historic property for the first time may wish to consult *National Register Bulletin: Researching a Historic Property*, which provides helpful hints and sources for documenting historic houses, commercial buildings, churches, and public buildings. Guidance on deciding whether a property has historic significance and integrity can be found in *National Register Bulletin: How to Apply the National Register Criteria for Evaluation*. A sample of a completed registration form is included in this bulletin.

Additional National Register bulletins, which provide guidance on nominating specific types of properties, are listed in *Appendix X* and are available from the SHPO, FPO, TPO, or the National Register of Historic Places, National Park Service, 1849 C Street, NW, Washington, DC 20240. The bulletins are also available on the Web at: [www.cr.nps.gov/nr](http://www.cr.nps.gov/nr).

---

# II. GETTING STARTED

---

## WHERE TO START

Before applicants begin to prepare a nomination, they should become familiar with the registration process and be aware of what information has already been gathered about the property or its community. Applicants should first contact the State Historic Preservation Officer (SHPO) for the State where the property is located (see Appendix IX for a list of these officials). Members of the SHPO's staff have professional expertise and a strong knowledge of the history of their State. They are willing to provide assistance throughout the nomination process. If the property is owned by the U.S. government, applicants should contact the Federal Preservation Officer (FPO) for the agency responsible for the property.

SHPOs and FPOs can help applicants:

- Obtain National Register forms and bulletins.
  - Understand the process and requirements for nominating properties in their state or agency.
  - Learn if the property is already protected by a local or State ordinance and whether it is listed in the State or National Register, either individually or as part of a district.
  - Obtain a copy of the survey form if the property has been documented in the statewide survey.
  - Learn how the property relates to themes and historic contexts identified as important in history, and obtain information about these that may be used in documenting the property.
  - Determine the most likely ways the property may meet the National Register criteria, the information needed to support eligibility, and sources appropriate for further research.
- Obtain guidance for registering special kinds of properties, for example, moved buildings and structures, altered or deteriorated properties, archeological sites, historic landscapes, traditional cultural properties, properties associated with important persons, and maritime resources. (See *Appendix X* for a list of available bulletins.)
  - Complete more complex items of the National Register form, such as counts of contributing resources and UTM references.

SHPOs can also inform applicants if the community where the property is located is a *Certified Local Government* (CLG) and has a preservation officer who also can provide information and assistance.

SHPOs have an important role in the nomination process. They review all documentation on the property, schedule the property for consideration by the State review board, and notify property owners and public officials of the meeting and proposed nomination. The SHPO makes a case for or against eligibility at the board's meeting, and, considering the board's opinion makes the final decision to nominate the property for National Register listing. The SHPO also comments on nominations and determinations of eligibility requested by Federal agencies.

completing National Register forms. These concepts are briefly explained below. The National Register Bulletin entitled *How to Apply the National Register Criteria for Evaluation* contains a more detailed explanation. A glossary in *Appendix IV* defines other terms used in this bulletin and the National Register program.

## DEFINITION OF HISTORIC SIGNIFICANCE

**Historic significance** is the importance of a property to the history, architecture, archeology, engineering, or culture of a community, State, or the nation. It is achieved in several ways:

- Association with events, activities, or patterns
- Association with important persons
- Distinctive physical characteristics of design, construction, or form
- Potential to yield important information.

The complete National Register criteria, including the criteria considerations for special kinds of properties, are listed on page 37. In addition to the above criteria, significance is defined by the **area** of history in which the property made important contributions and by the **period** of time when these contributions were made.

## UNDERSTANDING THE BASICS

Three key concepts—historic significance, historic integrity, and historic context—are used by the National Register program to decide whether a property qualifies for listing. An understanding of what these concepts mean and how they relate to a historic property can help those

## DEFINITION OF HISTORIC CONTEXT

Properties are significant within the context of prehistory or history. **Historic context** is information about historic trends and properties grouped by an important theme in the prehistory or history of a community, State, or the nation during a particular period of time.

Because historic contexts are organized by **theme, place, and time**, they link historic properties to important historic trends. In this way they provide a framework for determining the significance of a property and its eligibility for National Register listing. A knowledge of historic contexts allows applicants to understand a historic property as a product of its time and as an illustration of aspects of heritage that may be unique, representative, or pivotal.

Themes often relate to the historic development of a community, such as commercial or industrial activities. They may relate to the occupation of a prehistoric group, the rise of an architectural movement, the work of a master architect, specific events or activities, or a pattern of physical development that influenced the character of a place at a particular time in history. It is within the larger picture of a community's history that local significance becomes apparent. Similarly State and national significance become clear only when the property is seen in relationship to trends and patterns of prehistory or history statewide or nationally.

## DEFINITION OF HISTORIC INTEGRITY

**Historic integrity** is the authenticity of a property's historic identity, evidenced by the survival of physical characteristics that existed during the property's prehistoric or historic period.

Historic integrity is the composite of seven qualities:

- location
- design
- setting
- materials
- workmanship
- feeling
- association

Historic integrity enables a property to illustrate significant aspects of its past. For this reason, it is an important qualification for National Register listing. Not only must a property resemble its historic appearance, but it must also retain physical materials, design features, and aspects of construction dating from the period when it attained significance. The integrity of archeological resources is generally based on the degree to which remaining evidence can provide important information. All seven qualities do not need to be present for eligibility as long as the overall sense of past time and place is evident.

## GATHERING THE FACTS

**A person wishing to prepare a nomination needs a thorough knowledge of the property.** By physically inspecting the property and conducting historical research, applicants can gather facts such as the physical characteristics of the property, date of construction, changes to the property over time, historic functions and activities, association with events and persons, and the role of the property in the history of the community, State, or the nation.

When gathering information, keep in mind how it will fit into the final form. The form, first of all, is a record of the property at the time of listing: giving its location, defining its boundaries, identifying its historic characteristics, and describing its current condition. Second, it is a statement of how the property qualifies for National Register listing. Claims for historic significance and integrity are supported in the form by facts about the property. These facts link the property to one or more of the four National Register criteria, on one hand, and to the history of its community, State, or the nation, on the other.

Early ideas about how a property meets the National Register criteria can lead applicants to particular sources and types of information that may be more useful than others. For example, historic photographs provide valuable documentary evidence of the stylistic character and architectural form of a property at a given time in history. Newspapers and city

directories may prove valuable for learning how many and what kinds of businesses existed at a particular time in a town's history and the role of a particular store, hotel, or supplier.

First, consult reliable secondary sources, such as published histories and biographies, theses and dissertations, theme studies, and survey forms. If these sources do not provide basic facts about the property, consult primary sources such as wills, deeds, census records, newspapers, maps and atlases, city directories, diaries, and correspondence. Persons documenting archeological sites should also become familiar with related studies and literature concerning the cultural group and period of occupation reflected by the site.

Sources of contextual information include published histories, studies of historic resources of a particular region or topic, and statements of historic context developed for preservation planning at the local, regional, or State level. These contain information about the chronological development of a community or region where the property is located or national trends that the property may be related to. For example, a study on the work of a well-known architect may be useful in determining the significant features of a public building done late in his career.

The National Register bulletin entitled *Researching A Historic Property* has additional guidance and a detailed list of sources for research.

## MAKING THE CASE FOR SIGNIFICANCE

Facts, such as date of construction, early owners or occupants, functions, and activities, not only verify the property's history, but also place the property in a particular time, place, and course of events. With this information, applicants can relate the property to patterns of history that extend beyond the doorstep or immediate neighborhood. From this perspective, applicants can begin to sort out the facts that give the property its historic identity and significance. Certain events, associations, or physical characteristics of the property will

take on greater or lesser importance. Properties of the same time and place can be compared to determine whether their character and associations are unique, representative, or pivotal in illustrating the history of a community, State, or the nation.

It is easier to make the case for significance when a property is associated with historic themes or trends

that have been widely recognized and fully studied, such as a "textbook" example of an architectural style or the railroad depot that fostered the suburbanization of many American cities. For help in assessing significance and integrity, consult the SHPO, or the National Register bulletin on *How to Apply the National Register Criteria for Evaluation*.

**Applicants are ready to complete the registration form** when they can answer the following questions:

- What was the property called at the time it was associated with the important events or persons, or took on the important physical character that gave it importance?
- How many buildings, structures, and other resources make up the property?
- Does the property contain any archeological remains? To what period, events, and activities do they relate? To what extent has their significance been evaluated?
- When was the property constructed and when did it attain its current form?
- What are the property's historic characteristics?
- What were the historical influences (such as design, materials, style, or function) on the property's appearance?
- What changes have been made over time and when? How have these affected its historic integrity?
- What is the current condition of the property, including the exterior, interior, grounds, and setting?
- How have archeological sites, if any, been identified (e.g. through intensive survey)? To what extent and by what methods have subsurface deposits been located?
- How was the property used historically and how is it used today?
- Who occupied or used the property historically? Did they individually, or as a group, make any important contributions to history? Who is the current owner?
- During what period of prehistory or history was the property associated with important events, activities, or persons?
- Which of the National Register criteria apply to the property? In what areas of prehistory or history is the property significant?
- How does the property relate to the history of the community where it is located?
- How does the property illustrate any themes or trends important to the history of its community, State, or the nation?
- How large is the property, where is it located, and what are its boundaries?



# III. COMPLETING THE NATIONAL REGISTER REGISTRATION FORM

## GENERAL INSTRUCTIONS

Complete each section of the form according to the instructions in this chapter. The instructions are organized by the number and name of each section on the National Register Registration Form (NPS 10-900). The instructions for each section include a reproduction of the section as it appears on the form, basic directions for completing each item with one or more examples, and guidelines for special cases. Lists of data categories and special examples are presented in sidebars and charts. Additional information and sources are provided in the appendices.

## CORRECTIONS AND PHOTOCOPIES

Use a typewriter, word processor, or computer to complete the form. Written notes or corrections will not be accepted. Also not accepted are corrections made with tapes, pastes, or fluids. To make minor corrections, type them clearly on the original (using tape, paste, or fluid), and then submit a photocopy of the corrected page on archival paper. Any photocopies submitted with National Register forms must have permanent ink that will not rub off or imprint on adjacent pages.

## COMPUTER-GENERATED FORMS

Computer-generated forms may be used in place of the National Park Service form and continuation sheet

if they meet certain requirements. They must list in order all items as they appear on the National Register form. They must also contain the form number (NPS 10-900) and the

OMB approval number (appearing at the top of the National Park Service form). Forms must be printed with a letter-quality printer on archival paper. The National Park Service can

<small>NPS Form 10-900 (Oct. 1990)</small>	<small>OMB No. 10024-0018</small>
<b>United States Department of the Interior National Park Service</b>	
<b>National Register of Historic Places Registration Form</b>	
<small>This form is for use in nominating or requesting determinations for individual properties and districts. See instructions in <i>How to Complete the National Register of Historic Places Registration Form</i> (National Register Bulletin 16A). Complete each item by marking "x" in the appropriate box or by entering the information requested. If an item does not apply to the property being documented, enter "N/A" for "not applicable." For functions, architectural classification, materials, and areas of significance, enter only categories and subcategories from the instructions. Place additional entries and narrative items on continuation sheets (NPS Form 10-900a). Use a typewriter, word processor, or computer, to complete all items.</small>	
<b>1. Name of Property</b>	
historic name _____	
other names/site number _____	
<b>2. Location</b>	
street & number _____ <input type="checkbox"/> not for publication	
city or town _____ <input type="checkbox"/> vicinity	
state _____ code _____ county _____ code _____ zip code _____	
<b>3. State/Federal Agency Certification</b>	
<div style="border: 1px solid black; padding: 5px;"><small>As the designated authority under the National Historic Preservation Act, as amended, I hereby certify that this <input type="checkbox"/> nomination <input type="checkbox"/> request for determination of eligibility meets the documentation standards for registering properties in the National Register of Historic Places and meets the procedural and professional requirements set forth in 36 CFR Part 60. In my opinion, the property <input type="checkbox"/> meets <input type="checkbox"/> does not meet the National Register criteria. I recommend that this property be considered significant <input type="checkbox"/> nationally <input type="checkbox"/> statewide <input type="checkbox"/> locally. (<input type="checkbox"/> See continuation sheet for additional comments.)</small></div> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"><small>Signature of certifying official/Title _____ Date _____</small> <small>State or Federal agency and bureau _____</small></div> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"><small>In my opinion, the property <input type="checkbox"/> meets <input type="checkbox"/> does not meet the National Register criteria. (<input type="checkbox"/> See continuation sheet for additional comments.)</small><div style="border: 1px solid black; padding: 5px; margin-top: 5px;"><small>Signature of certifying official/Title _____ Date _____</small> <small>State or Federal agency and bureau _____</small></div></div>	
<b>4. National Park Service Certification</b>	
<small>I hereby certify that the property is:</small>	
<input type="checkbox"/> entered in the National Register. <input type="checkbox"/> See continuation sheet.	Signature of the Keeper _____
<input type="checkbox"/> determined eligible for the National Register. <input type="checkbox"/> See continuation sheet.	Date of Action _____
<input type="checkbox"/> determined not eligible for the National Register.	_____
<input type="checkbox"/> removed from the National Register.	_____
<input type="checkbox"/> other, (explain): _____	_____

provide a template of the National Register form that can be used with a variety of personal computers (IBM-DOS compatible) and word processing software. Applicants should check with the SHPO or FPO before using a computer-generated form.

## **NATIONAL REGISTER TERMS**

Certain conventions and terms are used for documenting National Register properties. Although there may be other ways to classify resources, describe functions or architectural influences, or state the significance of properties, the standardized terminology and approaches adopted by the National Register program ensure nationwide consistency of National Register records. They also make the data in the National Register Information System (NRIS) more useful. Definitions of these terms and explanations of how they are used occur throughout the instructions. A glossary of National Register terms can be found in *Appendix IV*.

## **TYPES OF INFORMATION REQUIRED ON THE FORM**

**Carefully follow the directions item by item.** Items on the registration form are diverse. Many items correspond to NRIS data elements and require brief facts about the property, such as historic name, or require an "x" in applicable boxes. Other items call for categories selected from lists used in the NRIS or for narrative statements. Some items apply only to special kinds of property, such as buildings or archeological sites.

Where the length of an entry in the NRIS is limited, the instructions note the maximum number of characters that should be entered for a number. The number of entries that can be placed in the NRIS for a certain item maybe limited. In most cases, additional entries will be retained in the National Register files; they will not be entered in the computerized data base.

## **MAPS AND PHOTOGRAPHS**

Additional documentation in the form of photographs, a United States Geological Survey (USGS) map, and, for districts, a site plan or sketch map must accompany completed National Register forms.

## **HOW TO ENTER INFORMATION**

**Complete all items accurately and thoroughly.** Narrative statements should be concise and well-organized. Enter "N/A" for "not applicable" for any item where the information requested is not relevant to the property being documented. (Do not, however, put "N/A" in each box or line within an item.) Use continuation sheets for additional information and narrative statements (see page 60).

## **USING LANGUAGES OTHER THAN ENGLISH**

Summary paragraphs in the narrative description and statement of significance may be written in languages other than English. This is recommended for properties in communities where Spanish or other languages are commonly spoken. Provide translations of the summaries and all other information in English.

# 1. NAME OF PROPERTY

## 1. Name of Property

historic name \_\_\_\_\_

other names/site number \_\_\_\_\_

### HISTORIC NAME

Enter the name that best reflects the property's historic importance or was commonly used for the property during the period of significance. Enter only one name. Do not exceed 120 characters, including spaces and punctuation. List additional historic names under *Other Names/Site Number*.

The term "property" refers to the entire geographic area being nominated or considered for eligibility. It may be an individual building, site, structure, or object, or it may be a district comprising a variety of buildings, sites, structures, or objects. Properties may be named for persons, events, characteristics, functions, or historic associations. Archeological sites are commonly referred to by site numbers, but may be given other names as well. National Register files, *Federal Register*, National Register Information System (NRIS), and any publications will refer to the property by the historic name. The historic name is preferred for general reference because it continues to be meaningful regardless of changes in ownership or use and most often relates to the reasons the property is eligible for National Register listing.

### USING NAMES OF PERSONS

When the name of a person is used to identify a property, use the following format: last name, first name, and building type.

*Bennett, John, House*

Enter the names of well-known persons as they are listed in the *Dictionary of American Biography*.

*Willard, Emma Hart*

*Douglass, Frederick*

If a property is significant for more than one person, choose the most prominent. If the persons are equally important, include as many names as appropriate but do not exceed 120 characters for the entry. A property may be named for both the husband and wife who owned it. If there is not enough space for both names, choose the most prominent person's name or eliminate the first names altogether.

*Chestnut, General James and Mary, House*

or

*Chestnut House*

### NAMING DISTRICTS

Use traditional terms such as "village," "ranch," "courthouse square," or "townsite," or the generic terms "historic district" or "archeological district," to indicate the kind of district when naming districts based on their location or historic ownership. Modifiers such as "prehistoric," "commercial," "civic," "rural," "industrial," or "residential" may also be used to define the predominant historic quality of a district. Names of historic and archeological districts should reflect the area as a whole rather than specific resources within it.

*Mystic Townsite Historic District*

*Snake Valley Archeological District*

*Burke's Garden Rural Historic District*

### NAMING ARCHEOLOGICAL PROPERTIES

Name archeological sites and districts by historic or traditional names.

If an archeological property does not have a historic or traditional name, enter "N/A" and list, under *Other Names/Site Number*, the site number or a name derived from current ownership, an aspect of cultural significance, location, or geographic features. Identify the number or name to be used in National Register records by adding "(preferred)" after the entry.

*AK 43287 (preferred)*

### PROPERTIES WITH COMMON NAMES

Differentiate properties with common names by numbering them or adding the location to the name.

*United States Post Office—Walnut Street Branch*

*World War II Japanese Fortification—Site 2*

## EXAMPLES OF HISTORIC NAMES

The historic name is generally the name associated with the significance of the property. Historic names fall into several categories:

### A. Original owner or builder

Decatur, Stephen, House  
Hadley Falls Company Housing District

### B. Significant persons or events associated with the property

Stanton, Elizabeth Cady, House  
Hammond-Harwood House  
American Flag Raising Site  
Columbus Landing Site  
Florence Townsite Historic District  
Quilcene-Quinault Battleground Site

### C. Original or later significant uses of the property

Great Falls Portage  
Lithia Park  
Delaware Aqueduct  
Faneuil Hall  
United States Post Office—Main Branch  
Warren County Courthouse  
Louisiana State Capitol  
Cathedral of the Madeleine (Roman Catholic)  
Lexington Courthouse Square Historic District  
Fort Worth Stockyards Historic District  
Hohokam Platform Mound Communities

### D. Location

House at 21 Main Street  
Texarkana Archeological District  
South Lima Township Historic District

### E. Innovative or unusual characteristics

Lucy, the Margate Elephant  
Fireproof Building  
Manuka Bay Petroglyphs  
1767 Milestones  
Whipple Cast and Wrought-Iron Bowstring Truss Bridge  
Moselle Iron Furnace Stack  
Holyoke Canal System  
Cast Iron Historic District  
Painted Cliffs Archeological District

### F. Accepted professional, scientific, technical, or traditional names

Wright II Archeological Site  
Lehner Mammoth Kill Site  
Experimental Breeder Reactor #1  
Trinity Site  
Parting Ways Archeological District  
Monticello  
Vieux Carre Historic District  
Kawaewae Heiau  
Barrio de Analco  
Spade Ranch

## PROPERTIES WITHOUT HISTORIC NAMES

If a property does not have a historic name, enter "N/A," and follow the instructions for *Other Name Used As Historic Name*.

## OTHER NAMES/SITE NUMBER

Enter any other names by which the property has been commonly known on the line provided. Also enter the site number, if one has been assigned to the property. Separate the entries with semicolons (;). List additional names on a continuation sheet. 120 characters, including spaces and punctuation, can be entered in the NRIS.

## DEFINITIONS OF OTHER NAME AND SITE NUMBER

"Other names" may reflect the property's history, current ownership, or popular use and may or may not fall into the categories given for historic names. Site numbers are sometimes assigned to properties, especially archeological sites, by a State or local government or Federal agency for identification.

## OTHER NAME USED AS HISTORIC NAME

If a property does not have a historic name, enter "(preferred)" after the name or site number that should be used for the property in National Register records and publications. Use this name throughout the form and explain in section 8 why it is preferred.

# 2. LOCATION

## 2. Location

street & number \_\_\_\_\_ ☐ not for publication

city or town \_\_\_\_\_ ☐ vicinity

state \_\_\_\_\_ code \_\_\_\_\_ county \_\_\_\_\_ code \_\_\_\_\_ zip code \_\_\_\_\_

## STREET AND NUMBER

Enter the name and number of the street or road where the property is located. Do not exceed 120 characters, including spaces and punctuation. This information will also be used for publication in the *Federal Register*. Do not enter rural postal routes (RFD).

*120 Commerce Street*

Use abbreviations to save space if necessary, for example, "SR" for State route, "jct" for junction or intersection, "N" for north, and "mi" for mile.

## NOT FOR PUBLICATION

Mark "x" in the boxes for both "not for publication" and "vicinity" to indicate that a property needs certain protection. To protect fragile properties, particularly those subject to looting and vandalism, the Na-

tional Park Service will withhold information about the location and character of the property from the general public. The *Federal Register* will indicate "Address Restricted" and give the nearest city or town as the property's location (see instructions for *Vicinity*). The NRIS will also refer to the location this way. Further, the National Park Service will exclude this information from any copies of documentation requested by the public.

Enter "N/A" if there is no reason to restrict information about the property.

Any information about the location, boundaries, or character of a property that should be restricted should be compiled on one or more continuation sheets. On the same sheet, explain the reasons for restricting the information.

For further information, refer to the National Register bulletin on *Guidelines for Restricting Information About Historic and Prehistoric Resources*.

## CITY OR TOWN

Enter the name of the city or town where the property is located. For properties outside the boundaries of a city or town, follow the instructions for *Vicinity*.

## VICINITY

For a property located outside the boundaries of a city or town (or where the address is restricted), mark "x" in the box, and enter the name of the nearest city or town found on the USGS map in the blank for "city or town."

Enter "N/A" for other properties.

### GUIDELINES FOR ENTERING STREET AND NUMBER

- If the road has a **highway route number** rather than a name, enter the highway number and indicate whether it is a Federal, State, county, or town road.

*SR 2309*

- If a **property does not have a specific address**, give the names of the nearest roads. Describe, if possible, the property's relationship to the roads.

*1 mi. w. of jct. US 1 and Middletown Rd.*

- For **districts**, enter either the inclusive street address numbers for all buildings and structures or a rough description of the boundaries.

*12-157 Main St., 380 Frost St., and 20-125 Oak St.*

*Roughly bounded by Smithfield Lake, North and Lowell Avenues, and Interstate 73*

*Eight blocks in downtown Huntersville centered around University Square*

- For **federally owned properties**, also enter the name of the district, forest, reserve, or other organizational division identifying the location of the property.

*Targhee National Forest*

- For properties within the **National Park system**, also enter the name of the park, and place the park's alphabetic code in parentheses.

*Mammoth Cave National Park (MACA)*

## STATE

Enter the name and two-letter postal code of the State or Territory where the property is located. Codes are given in *Appendix I*. Use a continuation sheet for any additional names and codes.

## COUNTY

Enter the name and code of the county, parish, district, or equivalent area where the property is located. County codes are given in *Appendix II*. Use a continuation sheet for any additional names and codes.

## ZIP CODE

Enter the postal zip code for the area being registered. Use a continuation sheet for any additional zip codes.

---

# 3. STATE/FEDERAL AGENCY CERTIFICATION

---

## 3. State/Federal Agency Certification

---

As the designated authority under the National Historic Preservation Act, as amended, I hereby certify that this ☐ nomination ☐ request for determination of eligibility meets the documentation standards for registering properties in the National Register of Historic Places and meets the procedural and professional requirements set forth in 36 CFR Part 60. In my opinion, the property ☐ meets ☐ does not meet the National Register criteria. I recommend that this property be considered significant ☐ nationally ☐ statewide ☐ locally. (☐ See continuation sheet for additional comments.)

\_\_\_\_\_  
Signature of certifying official/Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
State or Federal agency and bureau

In my opinion, the property ☐ meets ☐ does not meet the National Register criteria. (☐ See continuation sheet for additional comments.)

\_\_\_\_\_  
Signature of certifying official/Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
State or Federal agency and bureau

SHPOs and FPOs complete this section. Instructions can be found in *Appendix VII*.

---

# 4. NATIONAL PARK SERVICE CERTIFICATION

---

---

## 4. National Park Service Certification

---

I hereby certify that the property is:

Signature of the Keeper

Date of Action

- ☐ entered in the National Register.
  - ☐ See continuation sheet.
- ☐ determined eligible for the National Register
  - ☐ See continuation sheet.
- ☐ determined not eligible for the National Register.
- ☐ removed from the National Register.
- ☐ other, (explain:) \_\_\_\_\_

---

---

---

---

---

---

\_\_\_\_\_  
\_\_\_\_\_  
The National Park Service completes this section.



# 5. CLASSIFICATION

## 5. Classification

### Ownership of Property (Check as many boxes as apply)

- ☐ private
- ☐ public-local
- ☐ public-State
- ☐ public-Federal

### Category of Property (Check only one box)

- ☐ building(s)
- ☐ district
- ☐ site
- ☐ structure
- ☐ object

### Number of Resources within Property

(Do not include previously listed resources in the count.)

Contributing

Noncontributing

\_\_\_\_\_ buildings  
 \_\_\_\_\_ sites  
 \_\_\_\_\_ structures  
 \_\_\_\_\_ objects  
 \_\_\_\_\_ Total

### Name of related multiple property listing

(Enter "N/A" if property is not part of a multiple property listing.)

### Number of contributing resources previously listed in the National Register

## OWNERSHIP OF PROPERTY

Mark "x" in all boxes that apply to indicate ownership.

**Private:** Property owned by an individual, group of people, or or-

ganized body such as a church, corporation, or Indian tribe.

**Public-local:** Property owned by a local government such as a municipality or county.

**Public-State:** Property owned by the State government.

**Public-Federal:** Property owned by the U.S. government.

## CATEGORY OF PROPERTY

Mark "x" in the box for the kind of property being documented: building, district, site, structure, or object. Mark only one box. See *National Register Property and Resource Types* on page 15 for definitions and examples.

## PROPERTIES CONTAINING MORE THAN ONE RESOURCE

Classify a property having a main resource and a small number of related secondary resources by the main resource.

*House, garage, and barn*  
= Building (for house)

*City park with small fountain*  
= Site (for park)

*Lighthouse, keeper's house, and oil shed* = Structure (for lighthouse)

*Outdoor sculpture with low wall*  
= Object (for sculpture)

Similarly, if two or more resources are attached, classify them by the most important resource.



*The Barnard Park Historic District, Fremont, Dodge County, Nebraska, contains 187 upper and middle class homes constructed between 1870 and 1929. It typifies the early development of residential neighborhoods in small towns on the Great Plains. (Joni Gilkerson).*

## NATIONAL REGISTER PROPERTY AND RESOURCE TYPES

Type	Definition	Examples
<b>BUILDING</b>	A building, such as a house, barn, church, hotel, or similar construction, is created principally to shelter any form of human activity. "Building" may also be used to refer to a historically and functionally related unit, such as a courthouse and jail or a house and barn.	houses, barns, stables, sheds, garages, court-houses, city halls, social halls, commercial buildings, libraries, factories, mills, train depots, stationary mobile homes, hotels, theaters, schools, stores, and churches.
<b>SITE</b>	A site is the location of a significant event, a prehistoric or historic occupation or activity, or a building or structure, whether standing, ruined, or vanished, where the location itself possesses historic, cultural, or archeological value regardless of the value of any existing structure.	habitation sites, funerary sites, rock shelters, village sites, hunting and fishing sites, ceremonial sites, petroglyphs, rock carvings, gardens, grounds, battlefields, ruins of historic buildings and structures, campsites, sites of treaty signings, trails, areas of land, shipwrecks, cemeteries, designed landscapes, and natural features, such as springs and rock formations, and land areas having cultural significance.
<b>STRUCTURE</b>	The term "structure" is used to distinguish from buildings those functional constructions made usually for purposes other than creating human shelter.	bridges, tunnels, gold dredges, firetowers, canals, turbines, dams, power plants, corncribs, silos, roadways, shot towers, windmills, grain elevators, kilns, mounds, cairns, palisade fortifications, earthworks, railroad grades, systems of roadways and paths, boats and ships, railroad locomotives and cars, telescopes, carousels, bandstands, gazebos, and aircraft.
<b>OBJECT</b>	The term "object" is used to distinguish from buildings and structures those constructions that are primarily artistic in nature or are relatively small in scale and simply constructed. Although it may be, by nature or design, movable, an object is associated with a specific setting or environment.	sculpture, monuments, boundary markers, statuary, and fountains.
<b>DISTRICT</b>	A district possesses a significant concentration, linkage, or continuity of sites, buildings, structures, or objects united historically or aesthetically by plan or physical development.	college campuses; central business districts; residential areas; commercial areas; large forts; industrial complexes; civic centers; rural villages; canal systems; collections of habitation and limited activity sites; irrigation systems; large farms, ranches, estates, or plantations; transportation networks; and large landscaped parks.

*Lighthouse with attached keeper's house = Structure*

*House with attached garage = Building*

**District** applies to properties having:

- a number of resources that are relatively equal in importance, such as a *neighborhood*, or
- large acreage with a variety of resources, such as a *large farm, estate, or parkway*.

A district may also contain individual resources that although linked by association or function were separated geographically during the period of significance, such as discontinuous archeological sites or a canal system with manmade segments interconnected by natural bodies of water. A district may contain **discontiguous** elements only where the historic interrelationship of a group of resources does not depend on visual continuity and physical proximity (see page 57 for further explanation).

## NAME OF RELATED MULTIPLE PROPERTY LISTING

**Enter the name of the multiple property listing if the property is being nominated as part of a multiple property submission.** This name appears on the multiple property documentation form (NPS 10-900-b). Instructions for preparing multiple property submissions are found in *Chapter IV* and in the National Register bulletin on *How to Complete the Na-*



*This limepot is one of many contributing archeological sites in Burke's Garden Rural Historic District, in Tazewell County, Virginia. The site contains evidence of the industrial activities that took place during the area's early settlement. (Virginia Department of Historic Resources)*

tional Register Multiple Property Documentation Form. Check with the SHPO or FPO for further information about multiple property listings. Enter "N/A" for other properties.

## NUMBER OF RESOURCES WITHIN PROPERTY

Enter the number of resources that make up the property in each category. Count contributing resources separately from noncontributing ones. Total each column. Do not include in the count any resources already listed in the National Register.

Completing this item entails three steps:

- Classify each resource by category: building, site, structure, or object. (See *National Register Property and Resource Types* on page 15.)
- Determine whether each resource does or does not contribute to the historic significance of the prop-

erty. (See *Determining Contributing and Noncontributing Resources* below.)

- Count the contributing and noncontributing resources in each category. (See *Rules for Counting Resources* on page 17).

## DETERMINING CONTRIBUTING AND NONCONTRIBUTING RESOURCES

The physical characteristics and historic significance of the overall property provide the basis for evaluating component resources. Relate information about each resource, such as date, function, associations, information potential, and physical characteristics, to the significance of the overall property to determine whether or not the resource contributes.

A contributing building, site, structure, or object adds to the historic associations, historic architectural qualities, or archeological values for which a property is significant because:

- it was present during the period of significance, relates to the documented significance of the property, and possesses historic integrity or is capable of yielding important information about the period; or
- it independently meets the National Register criteria. (Identify contributing resources of this type and explain their significance in section 8).

A noncontributing building, site, structure, or object does not add to the historic architectural qualities, historic associations, or archeological values for which a property is significant because:

- it was not present during the period of significance or does not relate to the documented significance of the property;
- due to alterations, disturbances, additions, or other changes, it no longer possesses historic integrity or is capable of yielding important information about the period; or
- it does not independently meet the National Register criteria.

## NUMBER OF CONTRIBUTING RESOURCES PREVIOUSLY LISTED IN THE NATIONAL REGISTER

Enter the number of any contributing resources already listed in the National Register. This includes previously listed National Register properties, National Historic Landmarks, and historic units of the National Park system.

If no resources are already listed, enter "N/A."

*For the nomination of a district with 5 previously listed buildings, enter "5."*

*For a district being enlarged from 26 buildings to 48, enter "26."*

## RULES FOR COUNTING RESOURCES

- Count all buildings, structures, sites, and objects located within the property's boundaries that are **substantial in size and scale**. Do not count minor resources, such as small sheds or grave markers, unless they strongly contribute to the property's historic significance.
- Count a building or structure with attached ancillary structures, covered walkways, and additions as a single unit unless the attachment was originally constructed as a separate building or structure and later connected. Count rowhouses individually, even though attached.
- Do not count interiors, facades, or artwork separately from the building or structure of which they are a part.
- Count gardens, parks, vacant lots, or open spaces as "sites" only if they contribute to the significance of the property.
- Count a continuous site as a single unit regardless of its size or complexity.
- Count separate areas of a discontinuous archeological district as separate sites.
- Do not count ruins separately from the site of which they are a part.
- Do not count landscape features, such as fences and paths, separately from the site of which they are a part unless they are particularly important or large in size and scale, such as a statue by a well-known sculptor or an extensive system of irrigation ditches.

If a group of resources, such as backyard sheds in a residential district, **was not identified during a site inspection** and cannot be included in the count, state that this is the case and explain why in the narrative for section 7.

For additional guidance, contact the SHPO or refer to the National Register bulletin entitled *Guidelines for Counting Resources*.

## EXAMPLES OF RESOURCE COUNTS

A row of townhouses containing 12 units	=	12 contributing buildings
A train station consisting of a depot with an attached system of canopies, platforms, tunnels, and waiting rooms	=	one contributing building
A firetower consisting of a tower and attached ranger's dwelling	=	one contributing structure
A church adjoined by a historically associated cemetery	=	one contributing building or one contributing site
A district consisting of 267 residences, five carriage houses, three privies of a significant type, a small landscaped park, and a bridge built during the district's period of significance plus 35 houses, 23 garages, and an undetermined number of sheds built after the period of significance	=	275 contributing buildings, one contributing structure, one contributing site, and 58 noncontributing buildings. The sheds are not counted.
An archeological district consisting of the ruins of one pueblo, a network of historic irrigation canals, and a modern electric substation	=	one contributing site, one contributing structure, and one noncontributing building

# 6. FUNCTION OR USE

## 6. Function or Use

### Historic Functions

(Enter categories from instructions)

---

---

---

---

---

---

---

---

### Current Functions

(Enter categories from instructions)

---

---

---

---

---

---

---

---

## HISTORIC AND CURRENT FUNCTIONS

From the list, *Data Categories for Functions and Uses*, on pages 20 to 23, select one or more category and subcategory that most accurately describe the property's principal functions. Enter one category and subcategory in each blank on the form. Use a continuation sheet, if additional space is needed. For categories with several names, such as COMMERCE/ TRADE, enter the one that best relates to the property.

DOMESTIC/single dwelling  
= House

COMMERCE/financial = Bank

TRADE/trade = Prehistoric storage  
pit

RELIGION/religious facility  
= Church or temple

DOMESTIC/hotel and  
COMMERCE/restaurant  
= Inn, hotel, or way station providing  
both lodging and meals



Functions and uses often change. Built as the Stockgrowers Bank in 1916, this building in Carbon County, Wyoming, became the Dixon Town Hall in 1975. By serving the region's farmers and ranchers from 1916 to 1923, the bank played an important role in fostering the frontier town's development. (Richard Collier)

## GUIDELINES FOR ENTERING FUNCTIONS

### GENERAL

- Enter the most specific category and subcategory. For example, "EDUCATION/education-related housing" rather than "DOMESTIC/institutional housing" for a college dormitory.
- If no subcategory applies, enter the general category by itself. If, in addition, none of the general categories relates to the property's function, enter "OTHER:" and an appropriate term for the function.
- For **properties with many functions**, such as a farm, list only the principal or predominant ones, placing the most important first.
- For **districts**, enter the functions applying to the district as a whole, such as DOMESTIC/village site or EDUCATION/college.
- For districts, also enter the functions of buildings, sites, structures, and objects that are:
  1. of outstanding importance to the district, such as a county courthouse in a commercial center (GOVERNMENT/county courthouse) or,
  2. present in substantial numbers, such as apartment buildings in a residential district (DOMESTIC/multiple dwelling) or storage pits in a village site (TRADE/trade).
- For districts containing resources having different functions and relatively equal importance, such as a group of public buildings whose functions are GOVERNMENT/city hall, GOVERNMENT/courthouse, and GOVERNMENT/post office.

### HISTORIC FUNCTIONS

- Enter functions for contributing resources only.
- Select functions that relate directly to the property's significance and occurred during the period of significance (see *Period of Significance* on page 42).
- Enter functions for **extant resources only**.
- Enter only functions that can be verified by research, testing, or examination of physical evidence.
- Enter functions related to the property itself, not to the occupation of associated persons or role of associated events. For example, the home of a prominent doctor is "DOMESTIC/single dwelling" not "HEALTH CARE/medical office" unless the office was at home (in which case, list both functions).

### CURRENT FUNCTIONS

- Enter functions for both contributing and noncontributing resources.
- For properties undergoing **rehabilitation, restoration, or adaptive reuse**, enter "WORK IN PROGRESS" in addition to any functions that are current or anticipated upon completion of the work.

## DATA CATEGORIES FOR FUNCTIONS AND USES

CATEGORY	SUBCATEGORY	EXAMPLES
DOMESTIC	single dwelling	rowhouse, mansion, residence, rockshelter, homestead, cave
	multiple dwelling	duplex, apartment building, pueblo, rockshelter, cave
	secondary structure	dairy, smokehouse, storage pit, storage shed, kitchen, garage, other dependencies
	hotel	inn, hotel, motel, way station
	institutional housing	military quarters, staff housing, poor house, orphanage
	camp	hunting campsite, fishing camp, summer camp, forestry camp, seasonal residence, temporary habitation site, tipi rings
	village site	pueblo group
COMMERCE/TRADE	business	office building
	professional	architect's studio, engineering office, law office
	organizational	trade union, labor union, professional association
	financial institution	savings and loan association, bank, stock exchange
	specialty store	auto showroom, bakery, clothing store, blacksmith shop, hardware store
	department store	general store, department store, marketplace, trading post
	restaurant	cafe, bar, roadhouse, tavern
	warehouse	warehouse, commercial storage
	trade (archeology)	cache, site with evidence of trade, storage pit
SOCIAL	meeting hall	grange; union hall; Pioneer hall; hall of other fraternal, patriotic, or political organization
	clubhouse	facility of literary, social, or garden club
	civic	facility of volunteer or public service organizations such as the American Red Cross
GOVERNMENT	capitol	statehouse, assembly building
	city hall	city hall, town hall
	correctional facility	police station, jail, prison
	fire station	firehouse
	government office	municipal building
	diplomatic building	embassy, consulate
	custom house	custom house
	post office	post office
	public works	electric generating plant, sewer system
	courthouse	county courthouse, Federal courthouse

CATEGORY	SUBCATEGORY	EXAMPLES
EDUCATION	school	schoolhouse, academy, secondary school, grammar school, trade or technical school
	college	university, college, junior college
	library	library
	research facility	laboratory, observatory, planetarium
	education-related	college dormitory, housing at boarding schools
RELIGION	religious facility	church, temple, synagogue, cathedral, mission, temple, mound, sweathouse, kiva, dance court, shrine
	ceremonial site	astronomical observation post, intaglio, petroglyph site
	church school	religious academy or schools
	church-related residence	parsonage, convent, rectory
FUNERARY	cemetery	burying ground, burial site, cemetery, ossuary
	graves/burials	burial cache, burial mound, grave
	mortuary	mortuary site, funeral home, cremation area, crematorium
RECREATION AND CULTURE	theater	cinema, movie theater, playhouse
	auditorium	hall, auditorium
	museum	museum, art gallery, exhibition hall
	music facility	concert-hall, opera house, bandstand, dancehall
	sports facility	gymnasium, swimming pool, tennis court, playing field, stadium
	outdoor recreation	park, campground, picnic area, hiking trail
	fair	amusement park, county fairground
	monument/marker	commemorative marker, commemorative monument
	work of art	sculpture, carving, statue, mural, rock art
AGRICULTURE/ SUBSISTENCE	processing	meatpacking plant, cannery, smokehouse, brewery, winery, food processing site, gathering site, tobacco barn
	storage	granary, silo, wine cellar, storage site, tobacco warehouse, cotton warehouse
	agricultural field	pasture, vineyard, orchard, wheatfield, crop marks, stone alignments, terrace, hedgerow
	animal facility	hunting & kill site, stockyard, barn, chicken coop, hunting corral, hunting run, apiary
	fishing facility or site	fish hatchery, fishing grounds
	horticultural facility	greenhouse, plant observatory, garden
	agricultural outbuilding	wellhouse, wagon shed, tool shed, barn
	irrigation facility	irrigation system, canals, stone alignments, headgates, check dams



CATEGORY	SUBCATEGORY	EXAMPLES
INDUSTRY/ PROCESSING/ EXTRACTION	manufacturing facility	mill, factory, refinery, processing plant, pottery kiln
	extractive facility	coal mine, oil derrick, gold dredge, quarry, salt mine
	waterworks	reservoir, water tower, canal, dam
	energy facility	windmill, power plant, hydroelectric dam
	communications facility	telegraph cable station, printing plant, television station, telephone company facility, satellite tracking station
	processing site	shell processing site, toolmaking site, copper mining and processing site
	industrial storage	warehouse
HEALTH CARE	hospital	veteran's medical center, mental hospital, private or public hospital, medical research facility
	clinic	dispensary, doctor's office
	sanitarium	nursing home, rest home, sanitarium
	medical business/office	pharmacy, medical supply store, doctor or dentist's office
	resort	baths, spas, resort facility
DEFENSE	arms storage	magazine, armory
	fortification	fortified military or naval post, earth fortified village, palisaded village, fortified knoll or mountain top, battery, bunker
	military facility	military post, supply depot, garrison fort, barrack, military camp
	battle site	battlefield
	coast guard facility	lighthouse, coast guard station, pier, dock, life-saving station
	naval facility	submarine, aircraft carrier, battleship, naval base
	air facility	aircraft, air base, missile launching site
LANDSCAPE	parking lot	
	park	city park, State park, national park
	plaza	square, green, plaza, public common
	garden	
	forest	
	unoccupied land	meadow, swamp, desert
	underwater	underwater site
	natural feature	mountain, valley, promontory, tree, river, island, pond, lake
	street furniture/object	street light, fence, wall, shelter, gazebo, park bench
	conservation area	wildlife refuge, ecological habitat

CATEGORY	SUBCATEGORY	EXAMPLES
TRANSPORTATION	rail-related	railroad, train depot, locomotive, streetcar line, railroad bridge
	air-related	aircraft, airplane hangar, airport, launching site
	water-related	lighthouse, navigational aid, canal, boat, ship, wharf, ship-wreck
	road-related (vehicular)	parkway, highway, bridge, toll gate, parking garage
	pedestrian-related	boardwalk, walkway, trail
WORK IN PROGRESS	(use this category when work is in progress)	
UNKNOWN		
VACANT/NOT IN USE	(use this category when property is not being used)	
OTHER		



*The Tampa City Hall (1914), Hillsborough County, Florida, was designed by Bonfrey and Elliott, the city's foremost architectural firm in the 20th century. It reflects the influence of both Beaux Arts Classicism and the Commercial Style. (Walter Smalling, Jr.)*

# 7. DESCRIPTION

## 7. Description

### Architectural Classification

(Enter categories from instructions)

---

---

---

### Materials

(Enter categories from instructions)

foundation 

---

walls 

---

roof 

---

other 

---

### Narrative Description

(Describe the historic and current condition of the property on one or more continuation sheets.)

## ARCHITECTURAL CLASSIFICATION

Complete this item for properties having architectural or historical importance. Select one or more subcategory to describe the property's architectural styles or stylistic influences from the list, *Data Categories for Architectural Classification*, on pages 25 and 26. Enter one subcategory in each blank on the form, placing those most important to the property first. Use a continuation sheet for additional entries.

### GUIDELINES FOR ARCHITECTURAL CLASSIFICATION

- If none of the subcategories describes the property's style or stylistic influence, enter:

1. the category relating to the general period of time, and
2. if possible, enter in the next blank "other:" and the term (not exceeding 28 characters) commonly used to describe the style or stylistic influence.

*Late 19th and 20th Century Revivals*

*Other: Chateausque*

(Enter the general category by itself if no specific style or stylistic influence is apparent but the general characteristics of the period are present.)

- For properties not described by any of the listed terms—including bridges, ships, locomotives, and buildings and structures that are pre-historic, folk, or vernacular in character—enter "other:" with the descriptive term (not exceeding 28 characters) most commonly used to classify the property by type, period, method of construction, or other characteristics. Use standardized terminology, terms recommended by the SHPOs, or a regionally-based system of nomenclature wherever possible. **Do not use function**, such as "worker housing" and "industrial," unless it actually describes a design or construction type. Define all terms in the narrative for section 7. Do not enter "vernacular" because the term does not describe any specific characteristics.

*Other: Pratt through truss*

*Other: Gloucester fishing schooner*

*Other: I-house*

*Other: split-log cabin*

*Other: Chaco Canyon*

- For properties not having any buildings or structures, such as many archeological and historic sites, enter "N/A."
- For buildings and structures not described by the listed terms or by "other" and a common term, enter "No style."

## DATA CATEGORIES FOR ARCHITECTURAL CLASSIFICATION

The following list has been adapted from *American Architecture Since 1780: A Guide to Architectural Styles* by Marcus Whiffen; *Identifying American Architecture* by John J. G. Blumenson; *What Style Is It?* by John Poppeliers, S. Allen Chambers, and Nancy B. Schwartz; and *A Field Guide to American Houses* by Virginia and Lee McAlester.

The categories appearing in capital letters in the far left column, relate to the general stylistic periods of American architecture. The subcategories, appearing in the indented left column, relate to the specific styles or stylistic influences that occurred in each period. The right column lists other commonly used terms. From the two left columns, select the categories or subcategories that most closely relate to the period and stylistic character of the property.

CATEGORY	SUBCATEGORY	OTHER STYLISTIC TERMINOLOGY
NO STYLE		
COLONIAL	French Colonial	
	Spanish Colonial	Mexican Baroque
	Dutch Colonial	Flemish Colonial
	Postmedieval English	English Gothic; Elizabethan; Tudor; Jacobean or Jacobethan; New England Colonial; Southern Colonial
	Georgian	
EARLY REPUBLIC	Early Classical Revival	Jeffersonian Classicism; Roman Republican; Roman Revival; Roman Villa; Monumental Classicism; Regency
	Federal	Adams or Adamesque
MID-19TH CENTURY		Early Romanesque Revival
	Greek Revival	
	Gothic Revival	Early Gothic Revival
	Italian Villa	
	Exotic Revival	Egyptian Revival; Moorish Revival
	Octagon Mode	
LATE VICTORIAN		Victorian or High Victorian Eclectic
	Gothic	High Victorian Gothic; Second Gothic Revival
	Italianate	Victorian or High Victorian Italianate
	Second Empire	Mansard
	Queen Anne	Queen Anne Revival; Queen Anne-Eastlake
	Stick/Eastlake	Eastern Stick; High Victorian Eastlake
	Shingle Style	
	Romanesque	Romanesque Revival; Richardsonian Romanesque
	Renaissance	Renaissance Revival; Romano-Tuscan Mode; North Italian or Italian Renaissance; French Renaissance; Second Renaissance Revival

CATEGORY	SUBCATEGORY	OTHER STYLISTIC TERMINOLOGY
<b>LATE 19TH AND 20TH CENTURY REVIVALS</b>	Beaux Arts	Beaux Arts Classicism
	Colonial Revival	Georgian Revival
	Classical Revival	Neo-Classical Revival
	Tudor Revival	Jacobean or Jacobethan Revival; Elizabethan Revival
	Late Gothic Revival	Collegiate Gothic
	Mission/Spanish Colonial Revival	Spanish Revival; Mediterranean Revival
	Italian Renaissance	
	French Renaissance	
	Pueblo	
<b>LATE 19TH AND EARLY 20TH CENTURY AMERICAN MOVEMENTS</b>		Sullivanesque
	Prairie School	
	Commercial Style	
	Chicago	
	Skyscraper	
	Bungalow/Craftsman	Western Stick; Bungaloid
<b>MODERN MOVEMENT</b>		New Formalism; Neo-Expressionism; Brutalism; California Style or Ranch Style; Post-Modern; Wrightian
	Moderne	Modernistic; Streamlined Moderne; Art Moderne
	International Style	Miesian
	Art Deco	
<b>OTHER</b>		
<b>MIXED</b>		More than three styles from different periods (for a building only)

# MATERIALS

Enter one or more terms from the list, *Data Categories for Materials*, to describe the principal exterior materials of the property. Enter both historic and nonhistoric materials.

Enter one category or subcategory in each blank for "foundation," "walls," and "roof." Under "other," enter the principal materials of other parts of the exterior, such as chimneys, porches, lintels, cornices, and decorative elements. Use a continuation sheet for additional entries, making sure to list them under the headings: "foundation," "walls," "roof," or "other."

For properties not having any buildings or structures, such as many archeological and historic sites, enter "N/A."

## DATA CATEGORIES FOR MATERIALS

### EARTH

### WOOD

Weatherboard  
Shingle  
Log  
Plywood/particle board  
Shake

### BRICK

### STONE

Granite  
Sandstone (including  
brownstone)  
Limestone  
Marble  
Slate

### METAL

Iron  
Copper  
Bronze  
Tin  
Aluminum  
Steel  
Lead  
Nickel  
Cast iron

### STUCCO

### TERRA COTTA

### ASPHALT

### ASBESTOS

### CONCRETE

### ADOBE

### CERAMIC TILE

### GLASS

### CLOTH/CANVAS

### SYNTHETICS

Fiberglass  
Vinyl  
Rubber  
Plastic

### OTHER

## GUIDELINES FOR ENTERING MATERIALS

- Enter only materials visible from the exterior of a building, structure, or object. Do not enter materials of interior, structural, or concealed architectural features even if they are significant.
- For structures and objects, complete "foundation," "walls," and "roof" only if these features are present, as in a wooden covered bridge on stone piers. Use "other" for exterior features, such as the deck of a ship, that cannot reasonably qualify as a roof, foundation, or wall.
- For historic districts, list the major building materials visible in the district, placing the most predominant ones first.
- Enter the materials of above-ground ruins under the feature they correspond to, such as foundation or walls, or under "other."

## NARRATIVE DESCRIPTION

Provide a narrative describing the property and its physical characteristics on one or more continuation sheets. Describe the setting, buildings and other major resources, out-buildings, surface and subsurface remains (for properties with archeological significance), and landscape features. The narrative should document the evolution of the property, describing major changes since its construction or period of significance.

Begin with a **summary paragraph** that briefly describes the general characteristics of the property, such as its location and setting, type, style, method of construction, size, and significant features. Describe the current condition of the property and indicate whether the property has historic integrity in terms of location, design, setting, materials, workmanship, feeling, and association.

*The Edward Jones House is a 1 and 1/2 story, frame, Arts and Crafts style bungalow with a modified rectangular plan, an intersecting gable roof, and a front porch. The walls and roof are finished with wood shingles, and the foundation, chimneys, and porch piers are built of fieldstone. Above the front porch is an open-timbered end gable with Japanese-influenced joinery. The interior of the house reflects the Arts and Crafts style in the oak woodwork and built-in cabinetry. The house is in the Shadyside neighborhood, a middle-class subdivision with tree-lined streets and 50-foot wide lots. The house fronts west onto Oak Street and is set behind a modest, cultivated lawn which slopes slightly toward the street. Behind the house, a rock garden incorporates the stonework of the foundation and chimney and is enclosed by a stone wall. A garage, echoing the house in design and materials, is set at the northeast corner of the lot and reached by a straight driveway from the street. The property is in excellent condition and has had very little alteration since its construction.*

In additional paragraphs provide the information listed in *Guidelines for Describing Properties* on pages 31 to 34. Include specific facts and, wherever possible, dates. Organize the information in a logical manner,

for example, by describing a building from the foundation up and from the exterior to the interior. Districts usually require street by street description with a more detailed description of pivotal buildings.

The amount of detail needed in the description depends on the size and complexity of the property and the extent to which alterations, additions, and deterioration have affected the property's integrity. For example, the more extensively a building has been altered, the more thorough the description of additions, replacement materials, and other alterations should be. Photographs and sketch maps may be used to supplement the narrative (see *Additional Documentation* on pages 60 to 65).

The description should be concise, factual, and well organized. The information should be consistent with the resource counts in section 5, functions in section 6, and architectural classification and materials in section 7. Identify, in a list or on the accompanying sketch map, all of the resources counted in section 5 and indicate whether they are contributing or noncontributing. Also identify any previously listed resources.

Use common professional terms when describing buildings, structures, objects, sites, and districts. Define any terms regional or local in derivation that are not commonly understood or in general use, including any terms entered under *Architectural Classification*.



*Elaborate chimneypiece in the Kildare-McCormick House in Huntsville, Alabama, incorporates Classically inspired details. (Linda Bayer)*



Hall's Bridge spanning French Creek, built about 1850 and 116 feet in length, is a surviving example of the Burr-truss design, which, invented in 1806, was a major advance in American bridge design. Over one hundred bridges of this type were built in Chester County, Pennsylvania, between 1812 and 1885. Hall's Bridge is one of the few remaining examples.

The following publications may be helpful:

## BUILDINGS

Marcus Whiffen's *American Architecture Since 1780: A Guide to the Styles* (M.I.T. Press, Cambridge, 1969).

John Blumenson's *Identifying American Architecture* (American Association for State and Local History, Nashville, 1977).

Cyril Harris's *Dictionary of Architecture and Construction* (McGraw-Hill, New York, 1975).

John Poppeliers and S. Allen Chambers's *What Style Is It?* (Preservation Press, Washington, DC, 1983).

Virginia and Lee McAlester's *A Field Guide to American Houses* (Alfred A. Knopf, Inc., New York, 1984).



Grant Park Historic District, Atlanta, Georgia, is a showcase of the many housing types and styles that characterized the city's residential development following the Civil War. These one and one-half story dwellings with Queen Anne Revival details are typical of the modest dwellings located in the northwestern part of the district. (David J. Kaminsky)

## INDUSTRIAL AND ENGINEERING STRUCTURES

*Checklist for Describing Structures of Engineering or Industrial Significance*, found in Appendix VI.

David Weitzman's *Traces of the Past: A Guide to Industrial Archaeology* (Charles Scribner's Sons, New York, 1980).

## ARCHEOLOGICAL PROPERTIES

David Hurst Thomas' *Archeology: Down to Earth* (Harcourt Brace Jovanovich College Publishers, Fort Worth, 1991).

Charles Orser and Brian M. Fagan's *Historical Archaeology* (Harper Collins, New York, 1995).

Brian M. Fagan's *Ancient North America: The Archaeology of a Continent* (Thames and Hudson, 1991).

*The Handbook of North American Indians* (Smithsonian Institution Press, Washington, DC, 1978+), William C. Sturtevant, editor.



For guidance in describing maritime resources, historic landscapes, historic archeological sites, and other special kinds of properties, refer to other National Register Bulletins (see *Appendix X*). A number of publications available from the National Trust for Historic Preservation, American Association for State and Local History, and the Historic American Buildings Survey, Historic American Engineering Record, and Preservation Assistance Division of the National Park Service are also helpful in describing resources such as commercial buildings, architecture of ethnic groups, historic districts, historic landscapes, terra cotta buildings, historic barns, and historic houses.

## WRITING AN ARCHITECTURAL DESCRIPTION

Some general principles for describing buildings:

- Begin the description with a summary paragraph that creates a rough “sketch” of the building and its site. Use subsequent paragraphs to fill in the details following the outline established in the summary paragraph.
- Describe the building in a logical sequence—from the ground up, facade by facade, from the exterior to the interior.
- Use simple but clear language and avoid complex sentences. If you have difficulty understanding and using the terms found in the suggested guides listed on page 29, consult with the SHPO or FPO staff.
- Clearly delineate between the **original** appearance and **current** appearance. Begin by describing the current appearance of a particular feature. Then describe its original appearance and any changes, noting when the changes occurred.
- When describing groups of buildings, including historic districts, begin by describing the general character of the group and then describe the individual buildings one by one. For large districts, describe the pivotal buildings and the common types of buildings, noting their general condition, original appearance, and major changes. Follow a logical progression, moving from one building to the next or up and down each street in a geographical sequence.

## GUIDELINES FOR DESCRIBING PROPERTIES

### BUILDINGS, STRUCTURES, AND OBJECTS

- A. **Type or form**, such as dwelling, church, or commercial block.
- B. **Setting**, including the placement or arrangement of buildings and other resources, such as in a commercial center or a residential neighborhood or detached or in a row.
- C. **General characteristics**:
  - 1. Overall shape of plan and arrangement of interior spaces.
  - 2. Number of stories.
  - 3. Number of vertical divisions or bays.
  - 4. Construction materials, such as brick, wood, or stone, and wall finish, such as type of bond, coursing, or shingling.
  - 5. Roof shape, such as gabled, hip, or shed.
  - 6. Structural system, such as balloon frame, reinforced concrete, or post and beam.
- D. **Specific features**, by type, location, number, material, and condition:
  - 1. Porches, including verandas, porticos, stoops, and attached sheds.
  - 2. Windows.
  - 3. Doors.
  - 4. Chimney.
  - 5. Dormer.
  - 6. Other.
- E. **Important decorative elements**, such as finials, pilasters, bargeboards, brackets, halftimbering, sculptural relief, balustrades, corbelling, cartouches, and murals or mosaics.
- F. **Significant interior features**, such as floor plans, stairways, functions of rooms, spatial relationships, wainscoting, flooring, paneling, beams, vaulting, architraves, moldings, and chimneypieces.
- G. **Number, type, and location of outbuildings**, with dates, if known.
- H. **Other manmade elements**, including roadways, contemporary structures, and landscape features.
- I. **Alterations or changes to the property**, with dates, if known. A restoration is considered an alteration even if an attempt has been made to restore the property to its historic form (see L below). If there have been numerous alterations to a significant interior, also submit a sketch of the floor plan illustrating and dating the changes.
- J. **Deterioration** due to vandalism, neglect, lack of use, or weather, and the effect it has had on the property's historic integrity.
- K. **For moved properties**:
  - 1. Date of move.
  - 2. Descriptions of location, orientation, and setting historically and after the move.
  - 3. Reasons for the move.
  - 4. Method of moving.
  - 5. Effect of the move and the new location on the historic integrity of the property.
- L. **For restored and reconstructed buildings**:
  - 1. Date of restoration or reconstruction.
  - 2. Historical basis for the work.
  - 3. Amount of remaining historic material and replacement material.
  - 4. Effect of the work on the property's historic integrity.
  - 5. For reconstructions, whether the work was done as part of a master plan.

M. For **properties where landscape or open space adds to the significance** or setting of the property, such as rural properties, college campuses, or the grounds of public buildings:

1. Historic appearance and current condition of natural features.
2. Land uses, landscape features, and vegetation that characterized the property during the period of significance, including gardens, walls, paths, roadways, grading, fountains, orchards, fields, forests, rock formations, open space, and bodies of water.

N. For **industrial properties** where equipment and machinery is intact:

1. Types, approximate date, and function of machinery.
2. Relationship of machinery to the historic industrial operations of the property.

## ARCHEOLOGICAL SITES

A. **Environmental setting** of the property today and, if different, its environmental setting during the periods of occupation or use. Emphasize environmental features or factors related to the location, use, formation, or preservation of the site.

B. **Period of time** when the property is known or projected to have been occupied or used. Include comparisons with similar sites and districts that have assisted in identification.

C. **Identity of the persons, ethnic groups, or archeological cultures** who, through their activities, created the archeological property. Include comparisons with similar sites and districts that have assisted in identification.

D. **Physical characteristics:**

1. Site type, such as rockshelter, temporary camp, lithic workshop, rural homestead, or shoe factory.
2. Prehistorically or historically important standing structures, buildings, or ruins.
3. Kinds and approximate number of features, artifacts, and ecofacts, such as hearths, projectile points, and faunal remains.
4. Known or projected depth and extent of archeological deposits.
5. Known or projected dates for the period when the site was occupied or used, with supporting evidence.
6. Vertical and horizontal distribution of features, artifacts, and ecofacts.
7. Natural and cultural processes, such as flooding and refuse disposal, that have influenced the formation of the site.
8. Noncontributing buildings, structures, and objects within the site.

E. **Likely appearance of the site during the periods of occupation or use.** Include comparisons with similar sites and districts that have assisted in description.

F. **Current and past impacts** on or immediately around the property, such as modern development, vandalism, road construction, agriculture, soil erosion, or flooding.

G. **Previous investigations** of the property, including,

1. Archival or literature research.
2. Extent and purpose of any excavation, testing, mapping, or surface collection.
3. Dates of relevant research and field work. Identity of researchers and their institutional or organizational affiliation.
4. Important bibliographic references.

## HISTORIC SITES

A. **Present condition** of the site and its setting.

B. **Natural features** that contributed to the selection of the site for the significant event or activity, such as a spring, body of water, trees, cliffs, or promontories.

C. **Other natural features** that characterized the site at the time of the significant event or activity, such as vegetation, topography, a body of water, rock formations, or a forest.

- D. Any **cultural remains** or other manmade evidence of the significant event or activities.
- E. **Type and degree of alterations** to natural and cultural features since the significant event or activity, and their impact on the historic integrity of the site.
- F. **Explanation** of how the current physical environment and remains of the site reflect the period and associations for which the site is significant.

#### ARCHITECTURAL AND HISTORIC DISTRICTS

- A. **Natural and manmade elements** comprising the district, including prominent topographical features and structures, buildings, sites, objects, and other kinds of development.
- B. **Architectural styles** or periods represented and predominant characteristics, such as scale, proportions, materials, color, decoration, workmanship, and quality of design.
- C. **General physical relationship of buildings** to each other and to the environment, including facade lines, street plans, squares, open spaces, density of development, landscaping, principal vegetation, and important natural features. Any **changes to these relationships** over time. Some of this information may be provided on a sketch map (see page 61).
- D. **Appearance of the district during the time** when the district achieved significance (see *Period of Significance* on page 42) and any changes or modifications since.
- E. **General character** of the district, such as residential, commercial, or industrial, and the **types of buildings and structures**, including outbuildings and bridges, found in the district.
- F. **General condition of buildings**, including alterations, additions, and any restoration or rehabilitation activities.
- G. **Identity of buildings**, groups of buildings, or other resources that do and do not contribute to the district's significance. (See *Determining Contributing and Noncontributing Resources* on page 16 for definitions of **contributing** and **noncontributing** resources.) If resources are classified by terms other than "contributing" and "noncontributing," clearly explain which terms denote contributing resources and which noncontributing. **Provide a list of all resources that are contributing or noncontributing or identify them on the sketch map submitted with the form** (see *Sketch Map* on page 61).
- H. **Most important contributing buildings, sites, structures, and objects.** Common kinds of other contributing resources.
- I. **Qualities** distinguishing the district from its surroundings.
- J. **Presence of any archeological resources** that may yield important information with any related paleo-environmental data (see guidelines for describing archeological sites and districts).
- K. **Open spaces** such as parks, agricultural areas, wetlands, and forests, including vacant lots or ruins that were the site of activities important in prehistory or history.
- L. For **industrial districts**:
  1. Industrial activities and processes, both historic and current, within the district; important natural and geographical features related to these processes or activities, such as waterfalls, quarries, or mines.
  2. Original and other historic machinery still in place.
  3. Transportation routes within the district, such as canals, railroads, and roads including their approximate length and width and the location of terminal points.
- M. For **rural districts**:
  1. Geographical and topographical features such as valleys, vistas, mountains, and bodies of water that convey a sense of cohesiveness or give the district its rural or natural characteristics.
  2. Examples and types of vernacular, folk, and other architecture, including outbuildings, within the district.

3. Manmade features and relationships making up the historic and contemporary landscape, including the arrangement and character of fields, roads, irrigation systems, fences, bridges, earthworks, and vegetation.
4. The historic appearance and current condition of natural features such as vegetation, principal plant materials, open space, cultivated fields, or forests.

#### **ARCHEOLOGICAL DISTRICTS**

- A. **Environmental setting** of the district today and, if different, its environmental setting during the periods of occupation or use. Emphasize environmental features or factors related to the location, use, formation, or preservation of the district.
- B. **Period of time** when the district is known or projected to have been occupied or used. Include comparisons with similar sites and districts that have assisted in identification.
- C. **Identity of the persons, ethnic groups, or archeological cultures** who occupied or used the area encompassed by the district. Include comparisons with similar sites and districts that have assisted in identification.
- D. **Physical characteristics:**
  1. Type of district, such as an Indian village with outlying sites, a group of quarry sites, or a historic manufacturing complex.
  2. Cultural, historic, or other relationships among the sites that make the district a cohesive unit.
  3. Kinds and number of sites, structures, buildings, or objects that make up the district.
  4. Information on individual or representative sites and resources within the district (see *Archeological Sites* above). For small districts, describe individual sites. For large districts, describe the most representative sites individually and others in summary or tabular form or collectively as groups.
  5. Noncontributing buildings, structures, and objects within the district.
- E. **Likely appearance of the district during the periods of occupation or use.** Include comparisons with similar sites and districts that have assisted in description.
- F. **Current and past impacts** on or immediately around the district, such as modern development, vandalism, road construction, agriculture, soil erosion, or flooding. Describe the integrity of the district as a whole and, in written or tabular form, the integrity of individual sites.
- G. **Previous investigations** of the property, including:
  1. Archival or literature research.
  2. Extent and purpose of any excavation, testing, mapping, or surface collection.
  3. Dates of relevant research and field work. Identity of researchers and their institutional or organizational affiliation.
  4. Important bibliographic references.

# 8. STATEMENT OF SIGNIFICANCE

## 8. Statement of Significance

### Applicable National Register Criteria

(Mark "x" in one or more boxes for the criteria qualifying the property for National Register listing.)

- ☐ **A** Property is associated with events that have made a significant contribution to the broad patterns of our history.
- ☐ **B** Property is associated with the lives of persons significant in our past.
- ☐ **C** Property embodies the distinctive characteristics of a type, period, or method of construction or represents the work of a master, or possesses high artistic values, or represents a significant and distinguishable entity whose components lack individual distinction.
- ☐ **D** Property has yielded, or is likely to yield, information important in prehistory or history.

### Criteria Considerations

(Mark "x" in all the boxes that apply.)

Property is:

- ☐ **A** owned by a religious institution or used for religious purposes.
- ☐ **B** removed from its original location.
- ☐ **C** a birthplace or grave.
- ☐ **D** a cemetery.
- ☐ **E** a reconstructed building, object, or structure.
- ☐ **F** a commemorative property.
- ☐ **G** less than 50 years of age or achieved significance within the past 50 years.

### Narrative Statement of Significance

(Explain the significance of the property on one or more continuation sheets.)

### Areas of Significance

(Enter categories from instructions)

---

---

---

---

---

---

---

### Period of Significance

---

---

---

### Significant Dates

---

---

---

### Significant Person

(Complete if Criterion B is marked above)

---

### Cultural Affiliation

---

---

---

### Architect/Builder

---

---

## APPLICABLE NATIONAL REGISTER CRITERIA

Mark "x" in one or more of the boxes to identify the National Register criteria for which the property qualifies for listing. The National Register criteria are listed on page 37.

For districts with properties individually meeting the National Register criteria, mark "x" in the box that identifies the criterion for which that property is significant as well as the criterion for the district as a whole.

*A historic district significant for its collection of period revival houses also contains the home of an influential newspaper publisher who contributed to local labor reforms in the 1920s. Check boxes B and C.*

Properties are often significant for more than one criterion. Mark only those boxes for qualifying criteria that are supported by the narrative statement of significance. A National Register nomination may claim and document significance for one criterion only, even when a property appears likely to meet additional criteria.

For guidance in applying the National Register criteria to historic properties, refer to the bulletin entitled *How to Apply the National Register Criteria for Evaluation*.

## CRITERIA CONSIDERATIONS

Mark "x" in the box for any criteria consideration applying to the property. Mark all that apply. Leave this section blank if no considerations apply.

The criteria considerations are part of the National Register criteria (see page 37). They set forth special standards for listing certain kinds of properties usually excluded from the National Register.

For districts, mark only the criteria considerations applying to the entire district or to a predominant resource or group of resources within the district.



*Abraham Castetter House, Blair, Washington County, Nebraska, is significant under Criterion B as the home of a locally prominent banker and businessman. It is also significant under Criterion C for its eclectic late 19th-century architectural design, which combines elements of the Second Empire and Queen Anne Revivals. (David Murphy)*



*Aspenvale Cemetery, Smyth County, Virginia, is significant for the grave of General William Campbell (1745-1781), a person of transcendent importance. A Virginia-born hero of the American Revolution, General Campbell commanded the Virginia militia in its resounding victory over the Royalist forces at King's Mountain, North Carolina, on October 7, 1780. (Virginia Department of Historic Resources)*

## THE NATIONAL REGISTER CRITERIA

**Criteria:** The quality of **significance** in American history, architecture, archeology, engineering, and culture is present in districts, sites, buildings, structures, and objects that possess integrity of location, design, setting, materials, workmanship, feeling, and association, and:

- A. That are associated with events that have made a significant contribution to the broad patterns of our history; or
- B. That are associated with the lives of persons significant in our past; or
- C. That embody the distinctive characteristics of a type, period, or method of construction or that represent the work of a master, or that possess high artistic values, or that represent a significant and distinguishable entity whose components may lack individual distinction; or
- D. That have yielded, or may be likely to yield, information important in prehistory or history.

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

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



## AREAS OF SIGNIFICANCE

Select one or more areas of prehistory or history, from the list, *Data Categories for Areas of Significance*, on pages 40 and 41, in which the property qualifies for National Register listing. **Enter one category or subcategory in each blank**, placing the ones most important to the property first. Use a continuation sheet for additional entries.

If no category or subcategory applies to the property, enter "other:" with the name of the area in which the property attained significance.

An area of significance must be entered for each criterion marked on the form. Enter only areas that are supported by the narrative statement.

For districts, enter areas of significance applying to the district as whole. If properties within the district individually meet the National Register criteria, enter their areas of significance also.



*Vista House at Crown Point, Oregon, is significant in architecture and transportation. Commanding a spectacular view of the Columbia Gorge, it has served as an observation station and resting stop along the Columbia River Highway since its construction in 1918. (Oregon State Highway Division)*

## GUIDELINES FOR SELECTING AREA OF SIGNIFICANCE

**Criterion A:** For a property significant under Criterion A, select the category relating to the historic event or role for which the property is significant, such as "transportation" for a railroad station, trolley car, or stagecoach stop.

**Criterion B:** For a property significant under Criterion B, select the category in which the significant individual made the contributions for which he or she is known or for which the property is illustrative: for example, "literature" and "politics and government" for the home of a well-known political theorist and statesman.

**Criterion C:** For a property significant under Criterion C, select "architecture," "art," "landscape architecture," "engineering," or "community planning and development" depending on the type of property and its importance. Generally "architecture" applies to buildings and "engineering" to structures; however, if a building is notable for its advanced construction technology it may be significant under both "architecture" and "engineering." For example, a 1930s public building significant for a Depression-era mural is significant under "art," a cathedral noted as the work of Richard Upjohn and for stained glass by Tiffany under "architecture" and "art"; and an early example of a concrete rainbow arch bridge under "engineering."

**Criterion D:** For a property significant under Criterion D, enter the subcategory of archeology that best describes the type of historic or prehistoric group about which the property is likely to yield information. Also, enter any categories and subcategories about which the site is likely to provide information, for example, "prehistoric archeology," "agriculture," and "engineering" for the ruins of an ancient irrigation system that is likely to provide information about prehistoric subsistence and technology.

## ADDITIONAL GUIDELINES

- Do not confuse area of significance with historic function. Historic function, entered in section 6, relates to the practical and routine uses of a property, while area of significance relates to the property's contributions to the broader patterns of American history, architecture, archeology, engineering, and culture. For example, a stagecoach stop's function would be "hotel" and its area of significance would most likely be "transportation."
- When selecting "archeology" or "ethnic heritage," enter the subcategory that best applies to the property's significance. If no subcategory applies, enter the general category.
- When selecting "archeology," "ethnic heritage," or "maritime history," also enter areas of significance that closely relate to the events, activities, characteristics, or information for which the property is significant, for example, "industry" for a prehistoric tool-making site or "military" for a liberty ship that was engaged in an important battle.
- Do not enter "local history" with "other." Local history is a **level of significance**, not an area of significance. Instead, enter the area that most closely relates to the theme or pattern in local history with which the property is associated, for example, "health/medicine" for the home of an eminent local physician, "commerce" for the site of a traditional marketplace, or "community planning and development" for a residential subdivision that established a pattern for a community's expansion.

## DATA CATEGORIES FOR AREAS OF SIGNIFICANCE

CATEGORY	SUBCATEGORY	DEFINITION
AGRICULTURE		The process and technology of cultivating soil, producing crops, and raising livestock and plants.
ARCHITECTURE		The practical art of designing and constructing buildings and structures to serve human needs.
ARCHEOLOGY		The study of prehistoric and historic cultures through excavation and the analysis of physical remains.
	PREHISTORIC	Archeological study of aboriginal cultures before the advent of written records.
	HISTORIC — ABORIGINAL	Archeological study of aboriginal cultures after the advent of written records.
	HISTORIC — NON-ABORIGINAL	Archeological study of non-aboriginal cultures after the advent of written records.
ART		The creation of painting, printmaking, photography, sculpture, and decorative arts.
COMMERCE		The business of trading goods, services, and commodities.
COMMUNICATIONS		The technology and process of transmitting information.
COMMUNITY PLANNING AND DEVELOPMENT		The design or development of the physical structure of communities.
CONSERVATION		The preservation, maintenance, and management of natural or manmade resources.
ECONOMICS		The study of the production, distribution, and consumption of wealth; the management of monetary and other assets.
EDUCATION		The process of conveying or acquiring knowledge or skills through systematic instruction, training, or study.
ENGINEERING		The practical application of scientific principles to design, construct, and operate equipment, machinery, and structures to serve human needs.
ENTERTAINMENT/ RECREATION		The development and practice of leisure activities for refreshment, diversion, amusement, or sport.
ETHNIC HERITAGE		The history of persons having a common ethnic or racial identity.
	ASIAN	The history of persons having origins in the Far East, Southeast Asia, or the Indian subcontinent.
	BLACK	The history of persons having origins in any of the black racial groups of Africa.
	EUROPEAN	The history of persons having origins in Europe.
	HISPANIC	The history of persons having origins in the Spanish-speaking areas of the Caribbean, Mexico, Central America, and South America.
	NATIVE AMERICAN	The history of persons having origins in any of the original peoples of North America, including American Indian and American Eskimo cultural groups.
	PACIFIC ISLANDER	The history of persons having origins in the Pacific Islands, including Polynesia, Micronesia, and Melanesia.
	OTHER	The history of persons having origins in other parts of the world, such as the Middle East or North Africa.

CATEGORY	SUBCATEGORY	DEFINITION
EXPLORATION/ SETTLEMENT		The investigation of unknown or little known regions; the establishment and earliest development of new settlements or communities.
HEALTH/MEDICINE		The care of the sick, disabled, and handicapped; the promotion of health and hygiene.
INDUSTRY		The technology and process of managing materials, labor, and equipment to produce goods and services.
INVENTION		The art of originating by experiment or ingenuity an object, system, or concept of practical value.
LANDSCAPE ARCHITECTURE		The practical art of designing or arranging the land for human use and enjoyment.
LAW		The interpretation and enforcement of society's legal code.
LITERATURE		The creation of prose and poetry.
MARITIME HISTORY		The history of the exploration, fishing, navigation, and use of inland, coastal, and deep sea waters.
MILITARY		The system of defending the territory and sovereignty of a people.
PERFORMING ARTS		The creation of drama, dance, and music.
PHILOSOPHY		The theoretical study of thought, knowledge, and the nature of the universe.
POLITICS/GOVERNMENT		The enactment and administration of laws by which a nation, State, or other political jurisdiction is governed; activities related to political process.
RELIGION		The organized system of beliefs, practices, and traditions regarding mankind's relationship to perceived supernatural forces.
SCIENCE		The systematic study of natural law and phenomena.
SOCIAL HISTORY		The history of efforts to promote the welfare of society; the history of society and the lifeways of its social groups.
TRANSPORTATION		The process and technology of conveying passengers or materials.
OTHER		Any area not covered by the above categories.

## PERIOD OF SIGNIFICANCE

Enter the dates for one or more periods of time when the property attained the significance qualifying it for National Register listing. Some periods of significance are as brief as a single year. Many, however, span many years and consist of beginning and closing dates. Combine overlapping periods and enter them as one longer period of significance.

### DEFINITION OF PERIOD OF SIGNIFICANCE

**Period of significance** is the length of time when a property was associated with important events, activities, or persons, or attained the characteristics which qualify it for National Register listing. Period of significance usually begins with the date when significant activities or events began giving the property its historic significance; this is often a date of construction. For prehistoric properties, the period of significance is the broad span of time about which the site or district is likely to provide information; it is often the period associated with a particular cultural group.

For **periods in history**, enter one year or a continuous span of years:

1928

1875 - 1888

For **periods in prehistory**, enter the range of time by millennia.

8000 - 6000 B.C.

## GUIDELINES FOR SELECTING THE PERIODS OF SIGNIFICANCE

**Criterion A:** For the site of an important event, such as a pivotal five-month labor strike, the period of significance is the time when the event occurred. For properties associated with historic trends, such as commercial development, the period of significance is the span of time when the property actively contributed to the trend.

**Criterion B:** The period of significance for a property significant for Criterion B is usually the length of time the property was associated with the important person.

**Criterion C:** For architecturally significant properties, the period of significance is the date of construction and/or the dates of any significant alterations and additions.

**Criterion D:** The period of significance for an archeological site is the estimated time when it was occupied or used for reasons related to its importance, for example, 3000-2500 B.C.

### ADDITIONAL GUIDELINES

- The property must possess historic integrity for all periods of significance entered.
- Continued use or activity does not necessarily justify continuing the period of significance. The period of significance is based upon the time when the property made the contributions or achieved the character on which significance is based.
- **Fifty years ago** is used as the closing date for periods of significance where activities begun historically continued to have importance and no more specific date can be defined to end the historic period. (Events and activities occurring within the last 50 years must be exceptionally important to be recognized as "historic" and to justify extending a period of significance beyond the limit of 50 years ago.)

Base the period of significance on specific events directly related to the significance of the property, for example, the date of construction for a building significant for its design or the length of time a mill operated and contributed to local industry.

**Enter one period of significance in each blank on the form**, placing the ones most important to the property first. Use a continuation sheet, if more space is needed. Complete this item for all properties, even if the period is less than one year.

# SIGNIFICANT DATES

Enter the year of any events, associations, construction, or alterations qualifying the property for National Register listing or adding to its significance. A property may have several dates of significance; all of them, however, must fall within the periods of significance. Enter one date in each blank, placing those most important to the property first. Use a continuation sheet for additional entries. Some properties with a period of significance spanning many years may not have any specific dates of significance. In these cases, enter "N/A."

## DEFINITION OF SIGNIFICANT DATE

A **significant date** is the year when one or more major events directly contributing to the significance of a historic property occurred. Examples include:

*construction of an architecturally significant building*

*opening of an important transportation route*

*alteration of a building that contributes to its architectural importance*

*residency of an important person*

# SIGNIFICANT PERSON

**Complete this item only if Criterion B is checked** as a qualifying criterion. Enter the full name of the person with whom the property is importantly associated. Do not exceed 26 characters, including spaces and punctuation.

## GUIDELINES FOR IDENTIFYING SIGNIFICANT DATES

- The property must have historic integrity for all the significant dates entered.
- The beginning and closing dates of a period of significance are "significant dates" **only if** they mark specific events directly related to the significance of the property, for example, the date of construction that also marked the beginning of an important individual's residency, or the closing of a mine that ended a community's growth.
- For a property significant for Criterion C, enter the date of the construction or alterations through which the property achieved its importance. Enter the dates of alterations only if they contribute to the property's significance.
- For **districts**, enter construction dates of only those buildings that individually had an impact on the character of the district as a whole. Enter dates of events for which the district as a whole and not individual buildings is significant, for example, the opening of a trolley line that spurred a community's suburban development.

## GUIDELINES FOR ENTERING NAMES OF SIGNIFICANT PERSONS

- Do not enter the name of a family, fraternal group, or other organization.
- Enter the names of several individuals in one family or organization, if **each** person made contributions for which the property meets Criterion B.
- Enter the name of a property's architect or builder only if the property meets Criterion B for association with the life of that individual, such as the home, studio, or office of a prominent architect.

Enter as complete a name as possible, placing the last name first. If the individual is listed in the *Dictionary of American Biography*, enter the name as it appears in that source.

*White, Edward Gould*

*Bartlett, Stephen Jameson*

For properties associated with several important persons, enter the name of the person most important to

the property on the form, and list all others in order of their importance on a continuation sheet. (If no one stands out as most important, place the name of the person with the earliest associations on the form.) For additional guidance on evaluating properties for Criterion B, see the National Register bulletin entitled *Guidelines for Evaluating and Documenting Properties Associated with Significant Persons*.

If Criterion B has not been marked, enter "N/A."

## CULTURAL AFFILIATION

Complete only if Criterion D is marked on the form. Enter one or more cultural affiliations reflected by the site or district. Use only commonly accepted and used terms. Enter one cultural affiliation in each blank, placing the most important or predominant ones first. Use a continuation sheet for additional entries.

Enter important cultural affiliations for properties significant for other criteria, including ethnographic properties, as areas of significance. Enter "ethnic heritage" following the instructions in *Guidelines for Selecting Area of Significance* on page 39.

If a cultural affiliation cannot be identified, enter "undefined."

### DEFINITION OF CULTURAL AFFILIATION

Cultural affiliation is the archaeological or ethnographic culture to which a collection of artifacts or resources belongs. It is generally a term given to a specific cultural group for which assemblages of artifacts have been found at several sites of the same age in the same region.

### GUIDELINES FOR ENTERING CULTURAL AFFILIATION

- For **aboriginal prehistoric and historic cultures**, enter the name commonly used to identify the cultural group, or enter the period of time represented by the archeological remains.

*Cochise*

*Hopewell*

*Mississippian*

*Red Ochre*

*Paleo-Indian*

*Late Archaic*

- For **non-aboriginal historic cultures**, enter the ethnic background, occupation, geographical location or topography, or another term that is commonly used to identify members of the cultural group.

*Sea Islander*

*Appalachian*

*Black Freedman*

*Italian-American*

*Shaker*

*Euro-American*



Several groups of prehistoric mounds comprise the Mealy Mounds Archeological Site in central Missouri. The mounds and the remains of a nearby village are a valuable source of information about the prehistoric groups that occupied the banks of the Missouri River during the Late Woodland Period. (Howard W. Marshall)

## ARCHITECT/BUILDER

Enter the full name of the person(s) responsible for the design or construction of the property. This includes architects, artists, builders, craftsmen, designers, engineers, and landscape architects.

Enter as complete a name as possible, not exceeding 36 characters. If the person is listed in the *Dictionary of American Biography*, enter the name as it appears in that source.

*Richardson, Henry Hobson*

*Benton, Thomas Hart*

Enter one name in each blank. For more than one architect/builder, place the name of the one most important to the property first. Use a continuation sheet, if additional space is needed.

If the property has no built resources, enter "N/A."

## NARRATIVE STATEMENT OF SIGNIFICANCE

Explain how the property meets the National Register criteria, using one or more continuation sheets. Drawing on facts about the history of the property and the historic trends—local, State, or national—that the property reflects, make the case for the property's **historic significance and integrity** (see *Chapter II* for an explanation of these terms). The statement should explain the information entered on the form for the following:

- National Register criteria
- criteria considerations
- significant persons
- period of significance
- significant dates
- areas of significance
- cultural affiliation

The statement of significance contains several parts:

1. A paragraph **summarizing** the property's significance.
2. Several **supporting** paragraphs that briefly discuss:

## GUIDELINES FOR ENTERING NAME OF ARCHITECT/BUILDER

- Enter the names of architectural and engineering firms, only if the names of the specific persons responsible for the design are unknown.
- If the property's design is derived from the stock plans of a company or government agency and is credited to a specific individual, enter the name of the company or agency.

*U.S. Treasury*

*Southern Pacific Railroad*

*U.S. Army*

- Enter the name of property owners or contractors **only** if they were actually responsible for the property's design or construction.
- For **districts**, enter the names of the known architect/builders in order of their importance to the district.
- If the **architect or builder is not known**, enter "unknown."

## WRITING A STATEMENT OF SIGNIFICANCE

Some general principles for stating significance:

- In the summary paragraph, simply and clearly state the reasons why the property meets the National Register criteria. Add to the information marked on the form for section 8, by providing brief facts that explain how the property meets the criteria, how it contributed to the areas of significance listed, and the ways it was important to the history of its locality, State, or the nation during the period of significance. Mention the important themes or historic contexts to which the property relates.
- Using the summary paragraph as an outline, make the case for significance in subsequent paragraphs. Begin by providing a brief chronological history of the property. Then for each area of significance, beginning with the ones of primary importance, discuss the facts and circumstances in the property's history that led to its importance. Make clear the connection between each area of significance, its corresponding criterion, and period of significance.
- Be selective about the facts you present. Consider whether they directly support the significance of the property. Avoid narrating the entire history of the property. Focus on the events, activities, or characteristics that make the property significant. For example, identify significant architectural details if a building is significant for its design, or explain the role the property played in local commerce or industry.
- Be specific in all references to history or geography. Give dates and proper names of owners, architects or builders, other people, and places. Keep in mind the reader who will have little or no knowledge of the property or the area where it is located.
- Include descriptive and historical information about the area where the property is located to orient the reader to the property's surroundings and the kind of community or place where it functioned in the past. Again, focus on facts that help explain the property's role and illustrate its importance.





*A streetscape in the Minneapolis Warehouse Historic District, Hennepin County, Minnesota, shows the diverse scale, period, and styles of the district's warehouses and commercial buildings. Begun as the city's warehouse and wholesaling center in the late 19th century, the district became a major shipping and jobbing center for the upper Midwest by the early 20th century. (Rolf T. Anderson)*

- the history of the property, particularly as it represents important historic contexts and reflects the significant events, associations, characteristics, or other reasons the property meets the National Register criteria, and
- the historic contexts, themes, trends, and patterns of development relating to the property.

The statement should be concise, factual, well-organized, and in paragraph form. Include only information pertinent to the property and its eligibility. Additional documentation should be maintained by the SHPO, Certified Local Government, Federal agency, or another institution.

## SUMMARY PARAGRAPH

Identify the following items:

- Specific associations or characteristics through which the property has acquired significance, including historic events, activities, persons, physical features, artistic qualities, architectural styles, and archeological evidence that represent the historic contexts within which the property is important to the history of the local community, the State, or the nation.
- Specific ways the property meets the qualifying criterion and has contributed to each area of significance entered on the form.
- Role of any important persons or cultural affiliations entered on the form.

- Ways the property meets the special standards for any criteria considerations marked on the form.

*The Edward Jones House, built in 1911, is a product of the dissemination of the Arts and Crafts philosophy and aesthetic in America and is an exceptional example of the craftsmanship of a regionally prominent master builder. Contextually it relates to the influence of the American Arts and Crafts Movement in Texas and to the statewide context, Arts in Texas. Secondly, the Jones House relates to the context, Community and Regional Planning in Texas, as a product of the urban growth of Hilldale and the planned development of Shadyside. The house meets National Register Criterion C in the area of Architecture as one of the best residential examples of the Arts and Crafts style in the State and as the work of master builder and craftsman Gustav Gustavsen.*

## SUPPORTING PARAGRAPHS—HISTORY OF PROPERTY

Discuss the chronology and historic development of the property. Highlight and focus on the events, activities, associations, characteristics, and other facts that relate the property to its historic contexts and are the basis for its meeting the National Register criteria. Follow the *Guidelines for Evaluating and Stating Significance* listed on pages 47 to 49. The guidelines, in the form of questions, address the key points that should be covered. Consult with SHPO and FPO staff to determine what and how much information is needed to support the property's significance and integrity.

## **GUIDELINES FOR EVALUATING AND STATING SIGNIFICANCE**

The following questions should be considered when evaluating the significance of a property and developing the statement of significance. Incorporate in the narrative the answers to the questions directly pertaining to the property's historic significance and integrity.

### **ALL PROPERTIES**

- A. What events took place on the significant dates indicated on the form, and in what ways are they important to the property?
- B. In what ways does the property physically reflect its period of significance, and in what ways does it reflect changes after the period of significance?
- C. What is the period of significance based on? Be specific and refer to existing resources or features within the property or important events in the property's history.

### **BUILDINGS, STRUCTURES AND OBJECTS**

- A. If the property is significant for its association with historic events, what are the historically significant events or patterns of activity associated with the property? Does the existing building, object, or structure reflect in a tangible way the important historical associations? How have alterations or additions contributed to or detracted from the resource's ability to convey the feeling and association of the significant historic period?
- B. If the property is significant because of its association with an individual, how long and when was the individual associated with the property and during what period in his or her life? What were the individual's significant contributions during the period of association? Are there other resources in the vicinity also having strong associations with the individual? If so, compare their significance and associations to that of the property being documented.
- C. If the property is significant for architectural, landscape, aesthetic, or other physical qualities, what are those qualities and why are they significant? Does the property retain enough of its significant design to convey these qualities? If not, how have additions or alterations contributed to or detracted from the significance of the resource?
- D. Does the property have possible archeological significance and to what extent has this significance been considered?
- E. Does the property possess attributes that could be studied to extract important information? For example: does it contain tools, equipment, furniture, refuse, or other materials that could provide information about the social organization of its occupants, their relations with other persons and groups, or their daily lives? Has the resource been rebuilt or added to in ways that reveal changing concepts of style or beauty?
- F. If the property is no longer at its original location, why did the move occur? How does the new location affect the historical and architectural integrity of the property?

### **HISTORIC SITES**

- A. How does the property relate to the significant event, occupation, or activity that took place there?
- B. How have alterations such as the destruction of original buildings, changes in land use, and changes in foliage or topography affected the integrity of the site and its ability to convey its significant associations? For example, if the forested site of a treaty signing is now a park in a suburban development, the site may have lost much of its historic integrity and may not be eligible for the National Register.
- C. In what ways does the event that occurred here reflect the broad patterns of American history and why is it significant?

## ARCHEOLOGICAL SITES

- A. What is the cultural context in which the property is considered significant? How does the site relate to what is currently known of the region's prehistory or history and similar known sites?
- B. What kinds of information can the known data categories yield? What additional kinds of information are expected to be present on the basis of knowledge of similar sites? What similarities permit comparison with other known sites?
- C. What is the property's potential for research? What research questions may be addressed at the site? How do these questions relate to the current understanding of the region's archeology? How does the property contribute or have the potential for contributing important information regarding human ecology, cultural history, or cultural process? What evidence, including scholarly investigations, supports the evaluation of significance?
- D. How does the integrity of the property affect its significance and potential to yield important information?
- E. If the site has been totally excavated, how has the information yielded contributed to the knowledge of American cultures or archeological techniques to the extent that the site is significant for the investigation that occurred there?
- F. Does the property possess resources, such as buildings or structures, that in their own right are architecturally or historically significant? If so, how are they significant?

## ARCHITECTURAL AND HISTORIC DISTRICTS

- A. What are the physical features and characteristics that distinguish the district, including architectural styles, building materials, building types, street patterns, topography, functions and land uses, and spatial organization?
- B. What are the origins and key events in the historical development of the district? Are any architects, builders, designers, or planners important to the district's development?
- C. Does the district convey a sense of historic and architectural cohesiveness through its design, setting, materials, workmanship, or association?
- D. How do the architectural styles or elements within the district contribute to the feeling of time and place? What period or periods of significance are reflected by the district?
- E. How have significant individuals or events contributed to the development of the district?
- F. How has the district affected the historical development of the community, region, or State? How does the district reflect the history of the community, region, or State?
- G. How have intrusions and noncontributing structures and buildings affected the district's ability to convey a sense of significance?
- H. What are the qualities that distinguish the district from its surroundings?
- I. How does the district compare to other similar areas in the locality, region, or State?
- J. If there are any preservation or restoration activities in the district, how do they affect the significance of the district?
- K. Does the district contain any resources outside the period of significance that are contributing? If so, identify them and explain their importance (see *Determining Contributing and Noncontributing Resources* on page 16).
- L. If the district has industrial significance, how do the industrial functions or processes represented relate to the broader industrial or technological development of the locality, region, State or nation? How important were the entrepreneurs, engineers, designers, and planners who contributed to the development of the district? How do the remaining buildings, structures, sites, and objects within the district reflect industrial production or process?

- M. If the district is rural, how are the natural and manmade elements of the district linked historically or architecturally, functionally, or by common ethnic or social background? How does the open space constitute or unite significant features of the district?
- N. Does the district have any resources of possible archeological significance? If so, how are they likely to yield important information? How do they relate to the prehistory or history of the district?

### ARCHEOLOGICAL DISTRICTS

- A. What is the cultural context in which the district has been evaluated, including its relationship to what is currently known about the area's prehistory and history and the characteristics giving the district cohesion for study?
- B. How do the resources making up the district as a group contribute to the significance of the district?
- C. How do the resources making up the district individually or in the representative groupings identified in section 7 contribute to the significance of the district?
- D. What is the district's potential for research? What research questions may be addressed at the district? How do these questions relate to the current understanding of the region's archeology? How does the property contribute or have the potential for contributing important information regarding human ecology, cultural history, or cultural process? What evidence, including scholarly investigations, supports the evaluation of significance? Given the existence of material remains with research potential, what is the context that establishes the importance of the recoverable data, taking into account the current state of knowledge in specified topical areas?
- E. How does the integrity of the district affect its significance and potential to yield important information?
- F. Does the district possess resources, such as buildings or structures, that in their own right are architecturally or historically significant? If so, how are they significant?

### SUPPORTING PARAGRAPHS—HISTORIC CONTEXT

**Relate the property to important themes in the prehistory or history** of its community, State, or the nation. Include information about the history of the community or larger geographical area that explains the ways the property is unique or representative of its theme, place, and time.

Consider, for example, the historic context of the Hartstene Island Community Hall (see the *Completed Form* on page 73). The significance of the hall is based on its role in the community over a period of 45 years. This significance becomes apparent when facts about the community's settlement, isolated location, and social activities are considered.

Similarly, the context for a small town general store relies on facts about its role in the commercial development of the community:

*The railroad affected the growth and development of Greeneville, creating the opportunity for businesses like Bartlett's General Store to flourish.*

*Such a business, in turn, served not only its local community but took on the regional trade of farmers who came to town to ship their produce, collect staples and equipment, and conduct business. Greeneville flourished through the enterprising spirit and forward thinking of merchants and local leaders, such as Stephen Bartlett. Among the several commercial buildings established in the era following the railroad's introduction, Bartlett's Store was the largest and continued in business the longest, adapting to changing times and needs. Recognition of Bartlett's establishes a standard for the significance and integrity of a successful and pivotal commercial property reflecting the history of the town.*

Incorporate the following information to the extent that it relates to the significance of the property:

- specific events
- activities and uses
- influence of technology
- aspects of development

- common architectural styles or types
- construction materials and methods
- role of important persons or organizations
- cultural affiliations
- political organization
- social or cultural traditions
- trends in local or regional development
- patterns of physical development
- economic forces
- presence and condition of similar properties

The discussion of historic context should do several things:

- Explain the role of the property in relationship to broad historic trends, drawing on specific facts about the property and its community.
- Briefly describe the prehistory or history of the community where the property is located as it di-

rectly relates to the property. Highlight any notable events and patterns of development that affected the property's history, significance, and integrity.

- Explain the importance of the property in each area of significance by showing how the property is unique, outstanding, or strongly representative of an important historic context when compared with other properties of the same or similar period, characteristics, or associations.

*For example, the statement for a residential historic district should discuss how the associations, architectural styles and types, and periods reflected by the district represent one or several important aspects of the historic development of the community, whether the*

*community has a number of neighborhoods with the same or similar qualities, and how the district is unique or representative in comparison to other districts representing its theme and period.*

Incorporate the facts needed to make the case for significance and integrity. Consult with the SHPO or FPO staff for help in determining how much and what kinds of information are needed. The site of a pivotal battle or a textbook example of a prominent architectural style usually requires less documentation than a property associated with a commonplace local event or exhibiting a vernacular building form about which little is written.

## GUIDELINES FOR DEVELOPING HISTORIC CONTEXT

Identify and provide facts about one or more themes of history to which the property relates through its historic uses, activities, associations, and physical characteristics. These facts should be organized by theme, geographical place, and period of time. Facts may relate to other properties having similar associations or characteristics and dating in the same place and time. (For a complete discussion of historic context, see the bulletins entitled *How to Apply the National Register Criteria for Evaluation* and *How to Complete the National Register Multiple Property Documentation Form*.)

### PROPERTIES SIGNIFICANT FOR CRITERION A

Explain how the **event or pattern of events** made an important contribution to the history of the community, State, or nation, and how related types of properties reflect these events, for example, how the advent of the railroad affected the growth and character of a town in the late 19th century and is represented today by the 1870 depot.

### PROPERTIES SIGNIFICANT FOR CRITERION B

Explain why the **person with whom the property is associated** is important to the history of the community, State, or nation. Identify also other properties associated with the person and explain their role in the career of the person, for example, how an author who depicted the people, events, and places of her region achieved statewide recognition and how a rustic mountain retreat and boarding house where she wrote and found inspiration are the surviving properties best associated with her life and career.

### PROPERTIES SIGNIFICANT FOR CRITERION C

**Type or method of construction:** Explain why the type, period or method of construction represents architectural features that are significant in the development of the community, State, or nation, for example, how a local variation of a split-log I-house represents a once common but now rare housing type of the early 19th century regionally and is a good example of its type.

**Work of a master:** Provide facts about the career and work of the artist, architect, engineer, or landscape architect to explain how the person was accomplished in his or her field and made contributions to the art, architecture, or landscape architecture of the community, State, or nation, for example, how an architect achieved recognition for his homes of wealthy merchants and produced a large number of middle and upper class residences on the late 1700s in a prosperous seaport.

**High artistic values:** Describe the quality of artistry or craftsmanship present in comparable works in the community, State, or nation, for example, how the elaborate hand-carved woodwork apparent in the public buildings and private homes of a rural county seat in a western State is the notable achievement of a local carpenter and his family over several generations.

### PROPERTIES SIGNIFICANT FOR CRITERION D

Explain why the **information the site is likely to yield** is important to the knowledge of the prehistory or history of the community, State, or nation, for example, how the data on hunting and gathering practices and technology of a Late Archaic culture will broaden the knowledge and understanding of the culture's occupation regionally.

### PROPERTIES OF LOCAL SIGNIFICANCE

Identify the local events and activities relating to the property and discuss their importance to local history.

### PROPERTIES OF STATE SIGNIFICANCE

Discuss how the property reflects the history of the State and the ways in which the property is one of the best of similarly associated properties in the State to represent the theme.

### PROPERTIES OF NATIONAL SIGNIFICANCE

Discuss how the property reflects an important aspect of the history of the Nation as a whole or has contributed in an exceptional way to the diverse geographical and cultural character of the Nation. Also, explain how the property relates to other properties nationwide having similar associations. (See Chapter V, *Documenting Nationally Significant Properties*.)

# 9. MAJOR BIBLIOGRAPHICAL REFERENCES

## 9. Major Bibliographical References

### Bibliography

(Cite the books, articles, and other sources used in preparing this form on one or more continuation sheets.)

#### Previous documentation on file (NPS):

- ☐ preliminary determination of individual listing (36 CFR 67) has been requested
- ☐ previously listed in the National Register
- ☐ previously determined eligible by the National Register
- ☐ designated a National Historic Landmark
- ☐ recorded by Historic American Buildings Survey  
# \_\_\_\_\_
- ☐ recorded by Historic American Engineering Record # \_\_\_\_\_

#### Primary location of additional data:

- ☐ State Historic Preservation Office
- ☐ Other State agency
- ☐ Federal agency
- ☐ Local government
- ☐ University
- ☐ Other

Name of repository: \_\_\_\_\_

## BIBLIOGRAPHY

Enter the primary and secondary sources used in documenting and evaluating this property on one or more continuation sheets. These include books, journal or magazine articles, interviews, oral history tapes, planning documents, historic resource studies or survey reports, census data, newspaper articles, deeds, wills, correspondence, business records, diaries, and other sources. Do

not include general reference works unless they provide specific information about the property or have assisted in evaluating the property's significance.

Use a standard bibliographical style such as that found in *A Manual of Style* or *A Manual for Writers* by Kate L. Turabian, both published by the University of Chicago Press.

Lancaster, Clay. *The American Bungalow, 1880-1930*. New York: Abbeville Press, 1985.

Page, Jane. "Gustave Gustavsen: Architect and Craftsman." *Texas Journal of Art* 2 (June 1989): 113-25.

Stickley, Gustave. *Craftsman Homes: Architecture and Furnishings of the American Arts and Crafts Movement*. 2nd ed. New York: Craftsman Publishing Company, 1909; reprint ed. New York: Dover Publications, 1979.

## PREVIOUS DOCUMENTATION ON FILE (NPS)

This item is completed by the nominating official. Mark "x" in the appropriate box for any other previous NPS action involving the property being registered. Also enter the survey number, if the property has been recorded by the Historic American Buildings Survey (HABS) or Historic American Engineering Record (HAER). Also indicate any requests for preliminary determinations of individual listing (Tax Act Certification Application—Part One) currently in process.

### GUIDELINES FOR BIBLIOGRAPHICAL REFERENCES

- For all printed materials, list the author, full title, location and date of publication, and publisher.
- For articles, list also the name, volume, and date of the journal or magazine.
- For unpublished manuscripts, indicate where copies are available.
- For interviews, include the date of the interview, name of the interviewer, name and title of the person interviewed, and the location where the tape or transcript is stored.
- Cite any established historic contexts that have been used to evaluate the property. (Contact the SHPO for information about historic contexts that may be useful.)
- For National Park Service properties that have been listed as classified structures, cite *List of Classified Structures*.

**PRIMARY  
LOCATION OF  
ADDITIONAL DATA**

Mark "x" in the box to indicate where most of the additional documentation about the property is stored. Enter the name of any repository other than the SHPO.



## 10. Geographical Data

**Acreage of Property** \_\_\_\_\_

(Place additional UTM references on a continuation sheet.)

1 Zone Easting Northing

2 Zone Easting Northing

☐ See continuation sheet

**Verbal Boundary Description:**  
(Describe the boundaries of the property on a continuation sheet.)

(Explain why the boundaries were selected on a continuation sheet.)

For discontinuous districts, provide a set of geographical data—including acreage, UTMs, and a boundary description and justification—for each separate area of land. (See page 57 for an explanation of discontinuous districts.)

**Enter the number of acres** comprising the property in the blank. Acreage should be accurate to the nearest whole acre; fractions of acres to the nearest tenth should be recorded, if known. If the property is substantially smaller than one acre, "less than one acre" may be entered. Where accuracy to one acre is not practical, for example, for districts over 100 acres, a USGS acreage estimator may be used to calculate acreage.

**Enter one or more Universal Transverse Mercator (UTM) grid references to identify the exact location of the property. Enter only complete, unabbreviated references. Up to 26 references will be entered in the NRIS data base.**

A United States Geological Survey (USGS) quadrangle map and a UTM counter are necessary tools for determining UTM reference points. The USGS map is also required documentation (see *Maps* on pages 61 to 63). Refer to *Appendix VIII* and the National Register bulletin on *Using the UTM Grid System to Record Historic Sites* for instructions on determining the references. Many State historic preservation offices will assist applicants in completing this item.

## GUIDELINES FOR ENTERING UTM REFERENCES

- For **properties less than 10 acres**, enter the UTM reference for the point corresponding to the center of the property.
- For **properties of 10 or more acres**, enter three or more UTM references. The references should correspond to the vertices of a polygon drawn on the USGS map according the following steps:
  1. Draw a polygon of three or more sides on the USGS map that approximately encompasses the area to be registered.
  2. Label the vertices of the polygon numerically, beginning at the northwest corner and moving clockwise.
  3. Determine the UTM reference for the point corresponding to each vertex (see *Appendix VIII*).
  4. Enter the references numerically on the form. Use a continuation sheet for additional references.
- For **linear properties of 10 or more acres**, such as railroad, canal, highway, or trail, enter three or more UTM references. The references should correspond to the points along a line drawn on the USGS map according to the following steps:
  1. Draw a line on the USGS map indicating the course of the property.
  2. Mark and label numerically points along the line that correspond to the beginning, end, and each major shift in direction. Order numbers in sequence from beginning to end.
  3. Determine the UTM reference for each point.
  4. Enter the references numerically on the form. Use a continuation sheet for additional references.
- If UTM references define the boundaries of the property, as well as indicate location, the polygon or line delineated by the references must correspond exactly with the property's boundaries. (See *Appendix VIII*.)

## VERBAL BOUNDARY DESCRIPTION

**Describe the boundaries of the property.** Use one of the following forms:

- A map may be substituted for a narrative verbal boundary description. Reference to the map should be made in the blank on the form. (See page 58.)
- A legal parcel number.
- A block and lot number.
- A sequence of metes and bounds.

- Dimensions of a parcel of land fixed upon a given point such as the intersection of two streets, a natural feature, or a manmade structure.

The description must be **accurate** and **precise**. Follow guidelines on page 58.

## BOUNDARY JUSTIFICATION

**For all properties, provide a brief and concise explanation** of the reasons for selecting the boundaries. The reasons should be based on the property's historic significance and

integrity, and they should conform to the *Guidelines for Selecting Boundaries* on pages 56 and 57.

The **complexity and length** of the justification depends on the nature of the property, the irregularity of the boundaries, and the methods used to determine the boundaries. For example, a city lot retaining its original property lines can be justified in a short sentence, while a paragraph may be needed where boundaries are very irregular, where large portions of historic acreage have been lost, or where a district's boundaries are ragged because of new construction. Properties with substantial acreage require more explanation than those confined to small city lots.

*The boundary includes the farmhouse, outbuildings, fields, orchards, and forest that have historically been part of Meadowbrook Farm and that maintain historic integrity. That parcel of the original farm south of Highway 61 has been excluded because it has been subdivided and developed into a residential neighborhood.*

Boundaries for **archeological properties** often call for longer justifications, referring to the kinds of methodology employed, distribution of known sites, reliability of survey-based predictions, and amount of unsurveyed acreage.

*The southern boundary of the site is established by the limit of cultural materials and features and roughly corresponds to a lowering in grade. The highest artifact densities recovered during surface collection were noted at the northern and western edges of the plowed field. By extrapolation, it is likely that the site extends into the wooded areas to the north and west. The western boundary is established by the railroad cut which corresponds roughly to the original terrace edge. The northern and eastern boundaries are set by the contour line marking an abrupt fall to the wetland.*

For **discontiguous districts**, explain in the boundary justification how the property meets the conditions for a discontiguous district and how the boundaries were selected for each area.

## GUIDELINES FOR SELECTING BOUNDARIES

### ALL PROPERTIES

- Carefully select boundaries to encompass, but not to exceed, the full extent of the significant resources and land area making up the property.
- The area to be registered should be large enough to include all historic features of the property, but should not include "buffer zones" or acreage not directly contributing to the significance of the property.
- Leave out peripheral areas of the property that no longer retain integrity, due to subdivision, development, or other changes.
- "Donut holes" are not allowed. No area or resources within a set of boundaries may be excluded from listing in the National Register. Identify nonhistoric resources within the boundaries as noncontributing.
- Use the following features to mark the boundaries:
  1. Legally recorded boundary lines.
  2. Natural topographic features, such as ridges, valleys, rivers, and forests.
  3. Manmade features, such as stone walls; hedgerows; the curblines of highways, streets, and roads; areas of new construction.
  4. For large properties, topographic features, contour lines, and section lines marked on USGS maps.

### BUILDINGS, STRUCTURES AND OBJECTS

- Select boundaries that encompass the entire resource, with historic and contemporary additions. Include any surrounding land historically associated with the resource that retains its historic integrity and contributes to the property's historic significance.
- For **objects**, such as sculpture, and **structures**, such as ships, boats, and railroad cars and locomotives, the boundaries may be the land or water occupied by the resource without any surroundings.
- For **urban and suburban properties** that retain their historic boundaries and integrity, use the legally recorded parcel number or lot lines.
- Boundaries for **rural properties** may be based on:
  1. A small parcel drawn to immediately encompass the significant resources, including outbuildings and associated setting, or
  2. Acreage, including fields, forests, and open range, that was associated with the property historically and conveys the property's historic setting. (This area must have historic integrity and contribute to the property's historic significance.)

### HISTORIC SITES

- For **historic sites**, select boundaries that encompass the area where the historic events took place. Include only portions of the site retaining historic integrity and documented to have been directly associated with the event.

### HISTORIC AND ARCHITECTURAL DISTRICTS

- Select boundaries to encompass the single area of land containing the significant concentration of buildings, sites, structures, or objects making up the district. The district's significance and historic integrity should help determine the boundaries. Consider the following factors:
  1. **Visual barriers** that mark a change in the historic character of the area or that break the continuity of the district, such as new construction, highways, or development of a different character.
  2. **Visual changes** in the character of the area due to different architectural styles, types or periods, or to a decline in the concentration of contributing resources.

3. **Boundaries at a specific time** in history, such as the original city limits or the legally recorded boundaries of a housing subdivision, estate, or ranch.
  4. **Clearly differentiated patterns** of historical development, such as commercial versus residential or industrial.
- A historic district may contain **discontiguous** elements only under the following circumstances:
    1. **When visual continuity is not a factor** of historic significance, **when resources are geographically separate**, and **when the intervening space lacks significance**: for example, a cemetery located outside a rural village.
    2. **When manmade resources are interconnected by natural features** that are excluded from the National Register listing: for example, a canal system that incorporates natural waterways.
    3. **When a portion of a district has been separated by intervening development** or highway construction and when the separated portion has sufficient significance and integrity to meet the National Register criteria.

## ARCHEOLOGICAL SITES AND DISTRICTS

- The selection of boundaries for archeological sites and districts depends primarily on the scale and horizontal extent of the significant features. A regional pattern or assemblage of remains, a location of repeated habitation, a location or a single habitation, or some other distribution of archeological evidence, all imply different spatial scales. Although it is not always possible to determine the boundaries of a site conclusively, a knowledge of local cultural history and related features such as site type can help predict the extent of a site. Consider the property's setting and physical characteristics along with the results of archeological survey to determine the most suitable approach.
- Obtain evidence through one or several of the following techniques:
  1. **Subsurface testing**, including test excavations, core and auger borings, and observation of cut banks.
  2. **Surface observation** of site features and materials that have been uncovered by plowing or other disturbance or that have remained on the surface since deposition.
  3. **Observation of topographic or other natural features** that may or may not have been present during the period of significance.
  4. **Observation of land alterations** subsequent to site formation that may have affected the integrity of the site.
  5. **Study of historical or ethnographic documents**, such as maps and journals.
- **If the techniques listed above cannot be applied**, set the boundaries by conservatively estimating the extent and location of the significant features. Thoroughly explain the basis for selecting the boundaries in the boundary justification.
- **If a portion of a known site cannot be tested** because access to the property has been denied by the owner, the boundaries may be drawn along the legal property lines of the portion that is accessible, provided that portion by itself has sufficient significance to meet the National Register criteria and the full extent of the site is unknown.
- Archeological districts may contain **discontiguous elements** under the following circumstances:
  1. When one or several outlying sites has a direct relationship to the significance of the main portion of the district, through common cultural affiliation or as related elements of a pattern of land use, and
  2. When the intervening space does not have known significant resources.

(Geographically separate sites not forming a discontiguous district may be nominated together as individual properties within a multiple property submission.)

## GUIDELINES FOR VERBAL BOUNDARY DESCRIPTION

- A map drawn to a scale of at least 1" = 200 feet may be used in place of a narrative verbal description. When using a map, note under the heading "verbal boundary description" that the boundaries are indicated on the accompanying base map. The map must clearly indicate the boundaries of the property in relationship to standing structures or natural or manmade features such as rivers, highways, or shorelines. Plat, local planning, or tax maps may be used. Maps must include the scale and a north arrow.

*The boundary of Livermore Plantation is shown as the dotted line on the accompanying map entitled "Survey, Livermore Plantation, 1958."*

- For **properties** whose boundaries correspond to a polygon, section lines, or contour lines on the USGS map, the boundaries marked on the USGS map may be used in place of a verbal boundary description. In this case, simply note under the heading "verbal boundary description" that the boundary line is indicated on the USGS map. If USGS quadrangle maps are not available, provide a map of similar scale and a careful and accurate description including street names, property lines, or geographical features that delineate the perimeter of the boundary.

*The boundary of the nominated property is delineated by the polygon whose vertices are marked by the following UTM reference points: A 18 313500 4136270, B 18 312770 4135940, C 18 313040 4136490.*

- To describe only a **portion of a city lot**, use fractions, dimensions, or other means.

*The south 1/2 of Lot 36*

*The eastern 20 feet of Lot 57*

- If **none of the options listed above are feasible**, describe the boundaries in a narrative using street names, property lines, geographical features, and other lines of convenience. Begin by defining a fixed reference point and proceed by describing the perimeter in an orderly sequence, incorporating both dimensions and direction. Draw boundaries that correspond to rights-of-way to one side or the other but not along the centerline.

*Beginning at a point on the east bank of the Lazy River and 60' south of the center of Maple Avenue, proceed east 150' along the rear property lines of 212-216 Maple Avenue to the west curblineline of Main Street. Then proceed north 150' along the west curblineline of Main Street, turning west for 50' along the rear property line of 217 Maple Avenue. Then proceed north 50' to the rear property line of 215 Maple Avenue, turning west for 100' to the east bank of the Lazy River. Then proceed south along the river bank to the point of origin.*

- For **rural properties** where it is difficult to establish fixed reference points such as highways, roads, legal parcels of land, or tax parcels, refer to the section grid appearing on the USGS map if it corresponds to the actual boundaries.

*NW 1/4, SE 1/4, NE 1/4, SW 1/4, Section 28, Township 35, Range 17*

- For **rural properties less than one acre**, the description may be based on the dimensions of the property fixed upon a single point of reference.

*The property is a rectangular parcel measuring 50 x 100 feet, whose northwest corner is 15 feet directly northwest of the northwest corner of the foundation of the barn and whose southeast corner is 15 feet directly southeast of the southeast corner of the foundation of the farmhouse.*

- For **objects and structures**, such as sculpture, ships and boats, railroad locomotives or rolling stock, and aircraft, the description may refer to the extent of dimensions of the property and give its location.

*The ship at permanent berth at Pier 56.*

*The statue whose boundaries form a circle with a radius of 17.5 feet centered on the statue located in Oak Hill Park.*

---

# 11. FORM PREPARED BY

---

---

## 11. Form Prepared By

---

name/title \_\_\_\_\_

organization \_\_\_\_\_ date \_\_\_\_\_

street & number \_\_\_\_\_ telephone \_\_\_\_\_

city or town \_\_\_\_\_ state \_\_\_\_\_ zip code \_\_\_\_\_

This section identifies the person who prepared the form and his or her affiliation. This person is responsible for the information contained in the form. The SHPO, FPO, or the National Park Service may contact this person if a question arises about the form or if additional information is needed.

**In the blanks, enter the following information:**

1. Name of the person who prepared the form.
2. Professional title, if applicable.
3. Organization with which preparer is affiliated, if applicable.

4. Address.
5. Daytime telephone number.
6. Date the form was completed.

Use a continuation sheet, if more space is needed.

# ADDITIONAL DOCUMENTATION

## CONTINUATION SHEETS

Use the National Register Continuation Sheet (NPS 10-900-a) or a computer-generated form for additional entries and narrative items.

NPS Form 10-900-a  
(2-85)

OMB Approval No. 1024-0018

United States Department of the Interior  
National Park Service

### National Register of Historic Places Continuation Sheet

Section number \_\_\_\_\_ Page \_\_\_\_\_

## GUIDELINES FOR CONTINUATION SHEETS

- On each sheet, enter the following information:
  1. Section and page number in the blanks at the top of the form.
  2. Name of the property, county, and State in the space to the right of the page number or at the upper left below the line.
  3. A heading for each item with the corresponding information.
- Information for several sections may be placed on one continuation sheet. In this case, enter the section numbers at the top of the page. Enter the information numerically by section.
- Order pages in numerical sequence regardless of the section number. For example, ten sheets accompanying a form would be numbered "1" through "10."

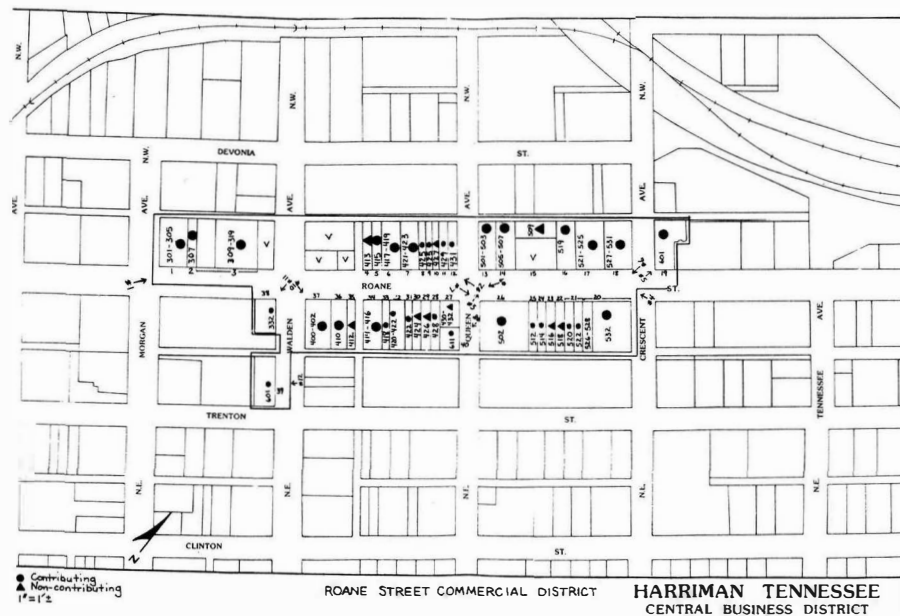
# MAPS

## GEOGRAPHICAL MAP

Submit a United States Geological Survey map clearly locating the property within a city or other geographical area. Follow guidelines on page 63.

## SKETCH MAP

Submit at least one detailed map or sketch map for districts and for properties containing a substantial number of sites, structures, or buildings. Plat books, insurance maps, bird's-eye views, district highway maps, and hand-drawn maps may be used. Sketch maps need not be drawn to a precise scale, unless they are also used in place of a boundary description. (See page 62 for guidelines.)



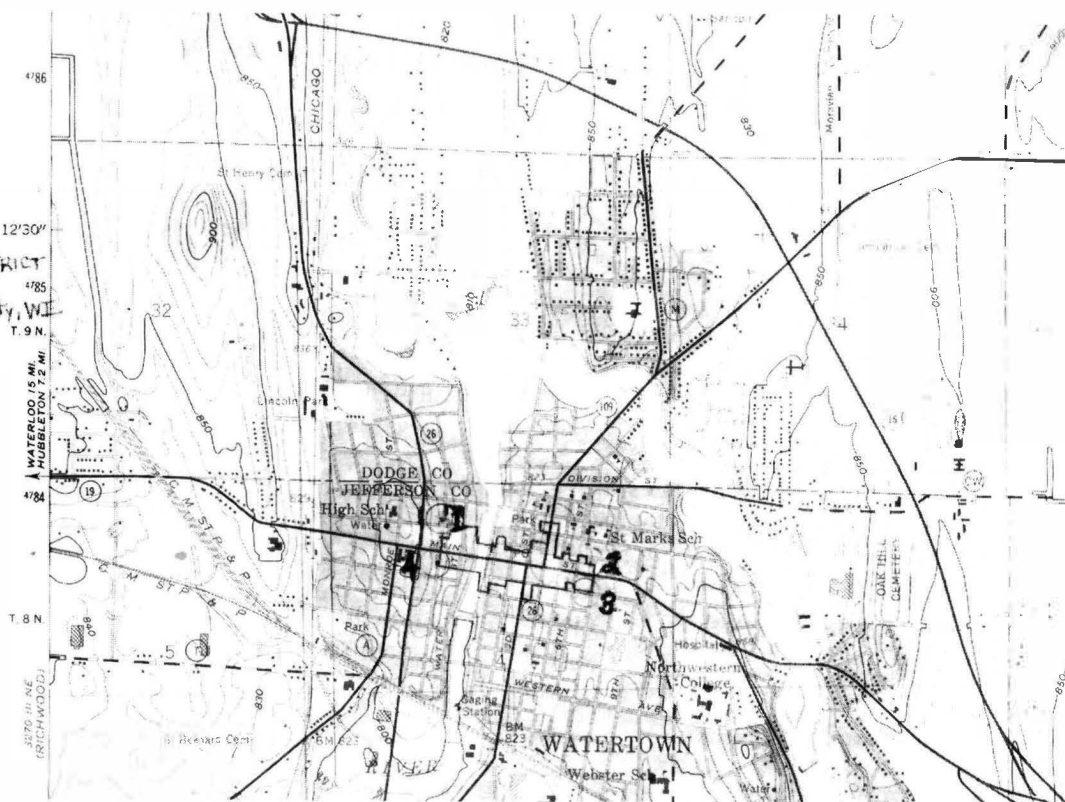
*Sketch map for Roane Street Commercial Historic District, Harriman, Tennessee, shows contributing and noncontributing resources, street addresses, the numbers and vantage points of photographs accompanying the nomination, and streets in and surrounding the district. (Tennessee State Historic Preservation Office)*

MAIN STREET COMMERCIAL HISTORIC DISTRICT

Watertown, Jefferson County, WI

UTM References:

1. 16 1354640 / 4783620
2. 16 1354660 / 4783830
3. 16 1360380 / 4783610
4. 16 1360360 / 4783470



*This USGS quadrangle shows the location and boundaries of the Main Street Commercial Historic District, in Watertown, Wisconsin. The district encompasses the city's downtown commercial center, which developed over a 100-year period from 1841 to 1938. (Wisconsin State Historical Society)*



## GUIDELINES FOR SKETCH MAPS

- Maps should be drawn or printed on archival paper and folded to fit an archival folder approximately 8 1/2 by 11 inches. When submitting a large map that is not on archival paper, fold the map and submit it in an archival folder no larger than 8 1/2 by 11 inches.
- Display on one or several identical maps the following information:
  1. Boundaries of the property, carefully delineated.
  2. Names of streets, including those bordering the district.
  3. Names of places, such as street addresses or parcel numbers, that correspond to the description of resources in section 7.
  4. Highway numbers.
  5. A north arrow (magnetic or true).
  6. Approximate scale.
  7. Contributing buildings, sites, structures, and objects, keyed to the photographs and sections 7 and 8 (see *Guidelines for Describing Properties*, pages 31 to 34, for instructions on providing a list in place of identifying contributing and noncontributing resources on a sketch map).
  8. Noncontributing buildings, sites, structures, and objects, keyed to the photographs and sections 7 and 8.
  9. Land uses and natural features covering substantial acreage or having historic significance, such as forests, fields, orchards, rivers, lakes, and harbors.
  10. Number and vantage point of each accompanying photograph.
- Use coding, crosshatching, numbering, transparent overlays, or other graphic techniques to indicate the information. Do not use color because it can not be reproduced by microfilming or photocopying.
- For **archeological sites and districts**, include the following additional items:
  1. Location and extent of disturbances, including previous excavations.
  2. Location of specific significant features and artifact loci.
  3. Distribution of sites in a district.
- For **properties of 10 or more acres**, a USGS map may be used in place of a sketch map as long as it contains the required information. Several maps drawn to a larger scale may be used to show the concentration of resources in a small area; these should be keyed as inserts to a map covering the entire property, such as a large area map or the USGS map.
- Sketch maps may also supplement section 7 to illustrate the following:
  1. Evolution of a property.
  2. Alterations to a building or complex of buildings.
  3. Floor plans of a significant interior.
  4. Major architectural styles, periods, or building types in a historic district.
  5. Composition of representative sites within an archeological district.

## GUIDELINES FOR GEOGRAPHICAL MAPS

- Use a 7.5 or 15 minute series United States Geological Survey (USGS) Map. Do not submit fragments or copies of USGS maps because they cannot be checked for UTM references. If there is no USGS map for the area, a State highway map or, for maritime resources, nautical charts may be used.
- **Do not use adhesive labels or ink on the map. Use pencil only.**
- On the map, identify the following items:
  1. Name of the property.
  2. Location of the property.
  3. UTM references entered in section 10 and their corresponding points (see page 55).
- For properties less than 10 acres, label the UTM reference for the point corresponding to the center of the property.
- For properties having 10 or more acres:
  1. Indicate the approximate boundaries of the property.
  2. Draw a polygon encompassing the boundaries.
  3. Label each vertex of the polygon by number and UTM reference as entered in section 10. Order numbers sequentially, beginning in the northwest corner and moving clockwise.
- For linear properties:
  1. Draw a line indicating the course of the property.
  2. Label, by UTM reference and number, the points along the line that correspond to the beginning, end, and each major shift in direction (as entered in section 10). Order numbers in sequence from beginning to end.



*The Farmington Canal in Hartford and New Haven Counties, Connecticut, was constructed between 1828 and 1847. Along its 56 miles, the canal contains 28 locks, numerous bridges, culverts, and an aqueduct. (Historic Resources Consultants)*

## PHOTOGRAPHS

**Submit clear and descriptive black and white photographs** with each registration form. Photographs should give an honest visual representation of the historic integrity and significant features of the property. They should illustrate the qualities discussed in the description and statement of significance. One photograph may be adequate to document a property consisting of a single building or object, while many will be needed for districts and larger properties. One copy of each photograph is submitted to the National Register. The SHPO or FPO may require one or more additional sets of photographs.

For advice and guidance on photographing architecture and other historic resources, see the bulletin entitled *How to Improve the Quality of Photos for National Register Nominations*.

## BASIC REQUIREMENTS

Photographs must be:

- unmounted (do not affix photographs to forms by staples, clips, glue, or any other material),
- high in quality,
- at least 3 1/2 x 5 inches; preferably 8 x 10 inches,
- printed on double or medium-weight paper having a standard finish (matte, glossy, satin),
- properly processed and thoroughly washed, and
- labelled in pencil (see *Resin-coated Papers* on page 65.)

## USE OF PHOTOGRAPHIC PAPERS

**Black and white papers currently available may be used.** Recommended to ensure longterm durability are fiber-based papers or resin-coated papers that have been processed in trays. Resin-coated papers that have been processed automatically, however, will be accepted provided they contain no evidence of residual chemicals, fading, or yellowing. Archival printing (as required for Historic American Buildings Sur-

vey and Historic American Engineering Record documentation), the use of a hypo-clearing or neutralizing agent, thorough washing, and toning in selenium or sepia are further recommended to prolong the useful life of photographs submitted to the National Register. Photographs with borders are preferred, but not required.

## **LABELLING PHOTOGRAPHS**

The **preferred way to label photographs** is to print in **pencil** (soft lead pencils work best) on the back of the photograph. Include the following information:

1. Name of property or, for districts, the name of the building or street address followed by the name of the district.
2. County and State where the property is located.
3. Name of photographer.
4. Date of photograph.
5. Location of original negative.
6. Description of view indicating direction of camera.
7. Photograph number. (For districts, use this number to identify the vantage point on the accompanying sketch map.)

An **alternative method of labelling** is to use a continuation sheet. To do this, label the photographs by name of property, city and State, and photograph number (items 1, 2, and 7). List the remaining information (items 3-6) on a continuation sheet, identifying the number of each photograph and each item. Information common to all photographs, such as the photographer's name or the location of negatives, may be listed once with a statement that it applies to all photographs.

## **GUIDELINES FOR PHOTOGRAPHIC COVERAGE**

The number of photographic views depends on the size and complexity of the property. Submit as many photographs as needed to depict the current condition and significant aspects of the property. Include representative views of both contributing and noncontributing resources. Prints of historic photographs may supplement documentation and may be particularly useful in describing the historic integrity of properties that have undergone many alterations or changes.

### **BUILDINGS, STRUCTURES, AND OBJECTS**

- Submit one or more views to show the principal facades and the environment or setting in which the property is located.
- Additions, alterations, intrusions, and dependencies should appear in the photographs.
- Include views of interiors, outbuildings, landscaping, or unusual details if the significance of the property is entirely or in part based on them.

### **HISTORIC AND ARCHEOLOGICAL SITES**

- Submit one or more photographs to depict the condition of the site and any above-ground or surface features and disturbances.
- If they are relevant to the evaluation of significance, include drawings or photographs that illustrate artifacts that have been removed from the site.
- At least one photograph should show the physical environment and configuration of the land making up the site.

### **ARCHITECTURAL AND HISTORIC DISTRICTS**

- Submit photographs representing the major building types and styles, pivotal buildings and structures, representative noncontributing resources, and any important topographical or spatial elements defining the character of the district.
- Streetscapes, landscapes, or aerial views are recommended.
- Views of individual buildings are not necessary, if streetscapes and other views clearly illustrate the significant historical and architectural qualities of the district.
- Key all photographs to the sketch map for the district.

### **ARCHEOLOGICAL DISTRICTS**

- Submit photographs of the principal sites and site types within the district following the guidelines above for archeological sites.

## RESIN-COATED PAPERS

To label photographs on **paper that will not accept pencil marks** (including many resin-coated papers), print with a permanent audio-visual marking pen or pencil the name and location of the property and number of the photograph (items 1, 2, and 7) in the lower right of the front border. If there is no border, this information may be printed in the lower right on the back of the photograph. List additional information on a continuation sheet. Because no marking pens are archivally stable, take care to confine any marks to the edges of the print and make sure that ink does not smudge or bleed through to adjoining prints.

## ADHESIVE LABELS

**Photographs with adhesive labels will not be accepted**, because the labels detach from the photograph and

their acidity may cause the photograph to deteriorate.

## USE OF NATIONAL REGISTER PHOTOGRAPHS

By allowing a photograph to be submitted to the National Park Service with a National Register form, **photographers grant permission to the National Park Service** to use the photograph for publication and other purposes, including duplication, display, distribution, study, publicity, and audio-visual presentations.

## ADDITIONAL ITEMS

In addition to the requirements described in this bulletin, **SHPOs and FPOs may require additional information not requested on the National Register form**. Additional items may include a duplicate set of

photographs for the State files, sketch maps, footnotes, or chain of title. This information may have a variety of purposes, including documentation for State registers.

All SHPOs will need the names and addresses of all fee-simple property owners. This information is used to notify owners of the intended nomination of their property to the National Register and afterwards its listing. The SHPO or FPO may ask applicants to enter this information on the form, on continuation sheets, or in another form.

When there are any special circumstances, the SHPO or FPO will also submit the following items with the completed National Register form:

- Notarized letters of objection from property owners
- Comments received from public officials, owners, and the general public.

---

# IV. DOCUMENTING PROPERTIES WITHIN MULTIPLE PROPERTY SUBMISSIONS

---

Document each property within a multiple property submission on a separate registration form (NPS 10-900). Each property will be listed individually in the National Register. (Note: While a district may be one of the types of property within a multiple property group, it is by definition an individual property not a multiple property group.)

Registration forms for properties may be completed at the same time as the multiple property documentation form, or any time thereafter. One of the major reasons for grouping properties together for listing is to reduce the amount of documentation on each property. This applies particularly to information about methodology, bibliography, and historic context that relates to the group as a whole. Common information is discussed once in the multiple property documentation form (NPS 10-900-b) and can be simply referenced in the individual registration forms.

Follow the instructions in *Chapter III* to complete these forms, noting the shortcuts listed in this chapter. Applicants should also consult with the SHPO or FPO when documenting a property within a multiple listing.

See the instructions for completing the multiple property form in the bulletin on *How to Complete the National Register Multiple Property Documentation Form* for an explanation of property types and registration requirements.

## 1. NAME OF PROPERTY

When naming the property, select a name that is different from that of other properties in the multiple property group. If necessary, differentiate similar names by adding a number, the location, or some other descriptive term.

*World War II Japanese Fortification—Site 2*

*United States Post Office—Main Branch*

## 3. CERTIFICATION

The appropriate certifying and commenting officials sign each registration form. (See *Appendix VII*.)

## 5. CLASSIFICATION

Enter the name of the multiple property listing to which the property belongs.

*Port Huron Multiple Properties*

*Historic and Historic Archeological Resources of the Iron Industry on the Westland Highland Rim*

## 7. DESCRIPTION

Identify the physical features that identify the property as a member of

its property type. Describe also additional features that make it unique or distinctive. When discussing the property's historic and current condition, address any alterations, additions, disturbances, or other changes that affect the property's representation of its property type.

## 8. STATEMENT OF SIGNIFICANCE

For most properties within a multiple property listing, a summary paragraph is sufficient. The paragraph identifies the themes or historic contexts for the property and provides specific facts about the property's history and condition that link it to the historic contexts and property types documented on the multiple property documentation form. The more specific the registration requirements are in the multiple property form, the shorter and simpler the statement of significance will be.

In the summary paragraph:

- **Identify** the historic contexts and property types represented by the property. (These should correspond to those documented on the multiple property form.)
- **Provide facts** relating the property to each historic context and showing that the property possesses the physical or associative characteristics required for listing as a member of its property type.
- **Discuss** how the property meets the National Register criteria and



*The Tekoa Grain Company Elevator and Flat-house, Whitman County, Washington, is one of several properties listed in the National Register as part of the multiple property group, Grain Production in Eastern Washington. (Holstine)*

any criteria considerations as a member of its property type.

**Additional paragraphs should:**

- Discuss any additional significance, mentioning other historic contexts, themes, or areas of significance related to the property.
- Provide background information linking the property with the pre-history or history of the geographical area where the property is located, if this is not covered in the multiple property form.

- Discuss any reasons why a property not meeting the registration requirements for its property type merits listing in the National Register. (For example, upon further information the registration requirements should be revised, or, under certain conditions, some of the requirements should be waived.)

## 9. BIBLIOGRAPHY

Cite only sources specifically relating to the property being documented. Cite sources relating to the group as a whole on the multiple property form.

## 10. GEOGRAPHICAL DATA

Provide a complete set of geographical data with each completed form.

## ADDITIONAL DOCUMENTATION

### MAPS

A single USGS quadrangle map may be used to indicate the location of several properties. Also, a single tax map or other large area map may be used as a sketch map or in place of a verbal boundary description for more than one property.

## PHOTOGRAPHS

Submit one or more photographs with each registration form. Photographs must illustrate the characteristics that relate the property to its property type, as well as depict its overall character and condition.

## CONTINUATION SHEETS

Label and number continuation sheets for each registration form separately from the multiple property form and each other. Include the name of the multiple property listing with the property's name and location. Do not combine items for separate properties on a single continuation sheet.

## ORGANIZING THE SUBMISSION

Submit completed registration forms either separately or together as a group. This may be done at the same time or after the multiple property form is submitted.

When submitting a core group of properties with a multiple property form, include a continuation sheet listing the properties. Additional properties can be added to the multiple property listing at any time. Properties will be identified in the NRIS by the name of both the property and the multiple property listing.

---

# V. DOCUMENTING NATIONALLY SIGNIFICANT PROPERTIES

---

The SHPO, FPO, and others may use the National Register Registration Form, with certain additional information, to recommend properties for designation as National Historic Landmarks (NHLs).

This chapter supplements Chapter III and explains how persons preparing National Register forms can document national significance. Those who believe a property has national significance and qualifies for NHL designation should first review the NHL criteria for national significance in *Appendix V*.

## WHAT ARE NATIONAL HISTORIC LANDMARKS (NHLs)?

NHLs are districts, sites, buildings, structures, and objects found to possess national significance in illustrating or representing the prehistory and history of the United States.

NHLs are designated by the Secretary of the Interior. Other than inclusion in the National Park System, Landmark designation is the Federal government's only official designation of the national significance of a historic property. NHLs number less than four percent of the properties listed in the National Register.

## NHL CRITERIA

While the NHL criteria are similar, they are not identical to those of the National Register, and set a very stringent test for national significance, including high historic integrity. If, after reviewing the criteria, applicants are satisfied that the property is a reasonable candidate for NHL designation, they should then contact the SHPO and the National Historic Landmarks Survey staff in the History Division of the National Park Service (see *Appendix IX*). If the property is an archeological site or district, they should also consult the archeological assistance staff in the National Park Service regional office. SHPO and NPS staff will help the applicant determine whether NHL designation should be pursued and what information is needed to make the case for national significance.

## NHL DESIGNATION

NHLs are designated by the Secretary of the Interior after the National Park System Advisory Board reviews National Register forms explaining the national significance of the properties. The National Historic Landmarks Survey staff prepares, reviews, or revises these forms before they are considered by the Board. The Landmarks Survey staff is eager to work directly with interested individuals, organizations, and SHPO and Federal agency staff who wish to document properties for NHL designation.

NHL designation requires different and more comprehensive documentation than National Register listing

and a substantial amount of time, at least 18 months in most cases. Through the National Register nomination process, a property documented as having national importance can be listed for its State and local importance. After the property has been listed, the National Register staff may recommend it to the Landmarks staff for consideration as a NHL.

## NHL THEME STUDIES

NHLs are most often identified through theme studies by the Landmarks Survey staff. Theme studies consist of a context or theme statement and a series of National Register forms relating to a particular topic in U. S. history or archeology, such as westward expansion, architecture, science, or education. There are 34 themes, divided into subthemes and facets. These are listed in *History and Prehistory in the National Park System and National Historic Landmarks Program* (1987), which is available from NPS's History Division. Theme studies will consider properties already listed in the National Register, but may include others not yet listed. If a property has not been listed, designation as a NHL confers listing in the National Register.

It is easier to make the case for national significance if a theme study provides the context to judge relative significance. If no theme study of comparable properties exists, or if it is incomplete, the applicant will need to document the context on the form. This can be done, for example, by cit-

ing judgements of national significance from professional literature.

## DOCUMENTING NATIONAL SIGNIFICANCE

Applicants are encouraged to provide information in the National Register form that makes the case for NHL designation. This information is entered on continuation sheets and supplements the documentation for National Register listing (i.e., State or local significance). The continuation sheets should:

- Cite the qualifying NHL criteria (see *Appendix V* for listing of criteria),
- State the related NHL theme and explain the property's relationship to it, and
- Explain how the property has significance at the national level.

If a property is already listed in the National Register, the documentation may be amended from State or local significance to national significance (particularly if new information is available). Applicants can do this by revising the entire form or by submitting additional documentation on continuation sheets (see *Chapter VI* on amending forms).

All continuation sheets documenting national significance will become part of the official file if the property is designated as a NHL.

When documenting a property believed to be of national significance, follow the instructions for completing the registration form in *Chapter III* and the special instructions given below.

## 1. NAME OF PROPERTY

Select the historic name reflecting the highest level at which the property is important.

*Bethune, Mary McLeod, Home*

*Princeton Battlefield*

*Fort Sheridan Historic District*

## 2. LOCATION

If the property having national significance is different than the property having State and local importance, provide two sets of information for location. Enter the information for the locally or State significant property on the form, and that for the nationally significant portion on a continuation sheet.

## 3. STATE/FEDERAL AGENCY CERTIFICATION

### LEVEL OF SIGNIFICANCE

The certifying official marks "x" in all the boxes that apply. "National" is interpreted as a recommendation only until NHL designation is approved.

## 7. DESCRIPTION

Identify the resources contributing to national significance. Do this in one of the following ways:

- List on a separate continuation sheet the names of the resources contributing to the national significance of the property.
- Identify, on a separate sketch map, the resources contributing to national significance.

If only a portion of a National Register property has national significance and is being recommended for NHL designation, explain the differences between the two sets of boundaries. The description should clearly describe what is within the nationally significant portion of the property and what is not.

Differences in boundaries may result from:

- An individual property of national significance being within a National Register district.
- A smaller NHL district lying within a district of State and local significance.
- A property of local or State importance being within a NHL district.

(In some cases, it may be advisable to prepare separate forms and reference them within the larger district nomination.)

## 8. SIGNIFICANCE

### STATEMENT OF SIGNIFICANCE

When filling in the blanks on the form, enter only the information applying to the National Register significance of the property.

List on a continuation sheet entitled, "National Significance":

1. Applicable NHL criteria.
2. Any exceptions to the NHL criteria.
3. NHL theme(s), subthemes, and facets to which the property relates (refer to *History and Prehistory in the National Park System and the National Historic Landmarks Program* 1987).
4. Periods and dates of national significance.

*Emerald Mound*

*Adams County, Mississippi*

*National Significance*

*Criterion: 6*

*Theme: The Original Inhabitants*

*Subthemes: Native Village and Communities*

*Indian Meets European*

*Period of National Significance: AD 1200-1730*

*Johnson's Island Civil War Prison*

*Ottawa County, Ohio*

*National Significance*

*Criteria: 1 and 6*

*Theme: Civil War*

*Subthemes: War in the East War in the West*

*Period of National Significance: 1861-1865*

On continuation sheets, summarize the case for national significance, developing the statement at the national level, and relating it to the NHL criteria and themes as well as the National Register (State and local) significance. Although the statement is a recommendation only until designation occurs, state it af-



firmatively and support it by a discussion of the proposed historic theme and facts about the property. Quotations from nationally known sources with careful citations may be a strong testimony for national significance.

## 10. GEOGRAPHICAL DATA

If a different set of boundaries is proposed for the nationally significant property and separate forms will not be prepared, define two sets of boundaries and provide separate geographical data for each. Enter the set based on the property having National Register significance (State and local) on the form; enter the set defining the property of national importance on a continuation sheet.

## ADDITIONAL DOCUMENTATION

### MAPS

If different boundaries are being proposed for the nationally significant property, indicate the location, boundaries, and other information for both sets on separate sketch and USGS maps. On the map for the nationally significant property, identify the following information by coding or graphics (do not use color):

- Boundaries of the nationally significant property.
- Resources **contributing to the national significance** of the property.

### PHOTOGRAPHS

**Include representative views** of the resources that contribute to national significance.

## GUIDELINES FOR DOCUMENTING NATIONAL SIGNIFICANCE

- Support claims for national significance by historical facts and comparisons of the property to themes of national importance and to similar properties nationwide. Often the easiest way to do this is to compare the property to existing NHLs and units of the National Park System.
- NHL themes are not necessarily represented uniformly nationwide. Regional patterns and property types found only in one part of the country may be significant nationally if the pattern they represent reflects an important trend in the history of the United States.
- Areas of national significance may differ from those of local and State significance. For example, a hospital may be important for its architectural design nationally, statewide, and locally, but have importance in medicine only statewide.
- National significance requires that a property be exceptionally important compared to similar properties. For example, only the finest or the most influential works by a master American architect are likely to be designated NHLs. Also, not all residences of nationally prominent persons are strong candidates; only those with the strongest and longest associations are likely to be designated.
- Establishing national significance requires the examination of the theme in which the property is significant to the extent necessary to ascertain that the property represents an important aspect of the theme on a national scale and is outstanding in its representation.
- NHL nominations of archeological sites are encouraged but require careful documentation. Anyone who wishes to document one for national significance should contact the archeological assistance representative in the appropriate regional office, as well as the SHPO, for guidance.
- An altered or seriously deteriorated property will not be a strong candidate for NHL designation as long as other properties with similar importance and a higher historic integrity exist.
- Landmark nominations require advance planning. It takes at least 18 months for review and designation once the documentation is received by the National Park Service. This is in part because there are only two opportunities each year to present studies to the National Park Service Advisory Board. Do not assume the documentation will be presented at the next board meeting; if an urgent situation arises, contact the Landmarks program staff at once.

---

# VI. AMENDING NATIONAL REGISTER FORMS

---

**Documentation on a National Register Registration Form may be revised, expanded, or updated at any time after National Register listing.** Amendments may be made for many reasons:

- change a property's historic name
- update the condition of the property
- clarify boundaries
- expand significance for:
  1. additional levels (including recommendations for NHL designation)
  2. additional criteria
  3. new areas of significance
  4. additional periods of significance

- document the individual significance of a resource within the property
- increase boundaries
- decrease boundaries
- reclassify contributing and non-contributing resources
- gain approval to move the property
- list a property that was previously determined eligible
- remove a property from the National Register

Registration forms may be amended in any of the following ways:

1. Submit continuation sheets with the new information and an explanation of the amendment.
2. Complete a new form that incorporates former documentation, new information, and proposed changes.
3. For boundary changes, provide a form that documents just the area being added or deleted.

The SHPO or FPO must certify the amendment. This is done on a continuation sheet with the certification statement (see *Appendix VII*).

## GUIDELINES FOR AMENDING FORMS

When amending a registration form, **revise all items affected by the proposed change.** The items requiring revision are outlined below.

### NAME CHANGES

- Enter, in section 1, the new name, and explain, in section 8, the reasons for the name change.

### INCREASING SIGNIFICANCE

- Revise counts and identification of contributing and noncontributing resources in sections 5 and 7 and on sketch map.
- Revise areas of significance, period of significance, and other items in section 8.
- Discuss, in section 8, additional significance and related historic contexts.
- Provide additional photographs if necessary to represent new significance or contributing resources.

### BOUNDARY CHANGES (INCREASES AND DECREASES)

- In section 1, enter the name of the property previously registered, and in parentheses indicate whether the documentation is for a boundary increase or decrease, for example, Abington Historic District (Boundary Increase). A name change may also be requested.
- In section 2, enter only the address of the area being added or deleted.

- Provide new information in section 5 on contributing and noncontributing resources. Indicate how many resources are affected by the boundary change. For increases, indicate the number and type of resources being added. For decreases, indicate the number and type of resources being deleted. For both increases and decreases, enter the total number of previously listed contributing resources (not just those affected by the change) under *Number of Contributing Resources Previously Listed*.
- Identify and describe the areas and resources being added or deleted in the narrative for section 7.
- Explain the reasons for the increase (such as the removal of false facades, expanded area survey, or discovery of new information) or decrease (such as loss of historic integrity) in section 8.
- Document any additional significance in section 8.
- Provide new geographical data in section 10, including location, boundary description and justification, acreage, and UTM references, **for only the area being added or deleted**.
- Provide new USGS maps and, if required, sketch maps, reflecting the changes in geographical data.
- Provide photographs of the area being added.

## APPROVAL FOR A MOVE

- Provide new information for location and geographical data in sections 2 and 7.
- Describe the procedures for the move and the new location, its setting, and proposed orientation of the moved resource on the new site, in section 7.
- Explain the reasons for the move, the appropriateness of the new setting and orientation, and the effect the move and the new location will have on the significance and integrity of the property.
- Indicate, in section 8, how the property, after the move, will meet the special requirements for criteria consideration B.
- Provide at least one photograph of the proposed site. Photographs of the moved resource on the new site should be submitted to the SHPO and FPO **after** the move.
- Explain the effects of the move on any archeological or other historic resources at the new location.
- Approvals for moves are evaluated on the basis of the impact of the move on the property's significance and integrity and the appropriateness of the new location. For additional guidance, refer to 36 CFR Part 60 and the National Register bulletin on *Contributions of Moved Buildings to Historic Districts*. Properties moved without prior approval are automatically removed from the National Register.

## LISTING A PROPERTY PREVIOUSLY DETERMINED ELIGIBLE

- To request the listing of a property previously determined eligible because of owner objection (nonfederal determination of eligibility), submit to the SHPO and FPO a notarized letter from either the owner withdrawing his or her previous objection or the new owner stating that they are the current owner and do not object to the listing of the property.

## REMOVING A PROPERTY FROM THE NATIONAL REGISTER

- Under very special circumstances, such as deterioration or loss of historic integrity, a property can be removed from the National Register. These circumstances are explained in 36 CFR Part 60. To request removal, provide the SHPO and FPO with an explanation of the reasons for removal and any supportive items such as photographs and newspaper clippings.

United States Department of the Interior  
National Park Service

## National Register of Historic Places Registration Form

This form is for use in nominating or requesting determinations for individual properties and districts. See instructions in *How to Complete the National Register of Historic Places Registration Form* (National Register Bulletin 16A). Complete each item by marking "x" in the appropriate box or by entering the information requested. If an item does not apply to the property being documented, enter "N/A" for "not applicable." For functions, architectural classification, materials, and areas of significance, enter only categories and subcategories from the instructions. Place additional entries and narrative items on continuation sheets (NPS Form 10-900a). Use a typewriter, word processor, or computer, to complete all items.

### 1. Name of Property

historic name Hartstene Island Community Hall

other names/site number N/A

### 2. Location

street & number North Island Drive and Harstene Island Drive ☐ not for publication

city or town Hartstene Island ☒ vicinity

state Washington code WA county Mason code 045 zip code 98584

### 3. State/Federal Agency Certification

As the designated authority under the National Historic Preservation Act, as amended, I hereby certify that this ☐ nomination ☐ request for determination of eligibility meets the documentation standards for registering properties in the National Register of Historic Places and meets the procedural and professional requirements set forth in 36 CFR Part 60. In my opinion, the property ☐ meets ☐ does not meet the National Register criteria. I recommend that this property be considered significant ☐ nationally ☐ statewide ☐ locally. (☐ See continuation sheet for additional comments.)

Signature of certifying official/Title

Date

State or Federal agency and bureau

In my opinion, the property ☐ meets ☐ does not meet the National Register criteria. (☐ See continuation sheet for additional comments.)

Signature of certifying official/Title

Date

State or Federal agency and bureau

### 4. National Park Service Certification

I hereby certify that the property is:

Signature of the Keeper

Date of Action

☐ entered in the National Register.  
☐ See continuation sheet.

☐ determined eligible for the  
National Register  
☐ See continuation sheet.

☐ determined not eligible for the  
National Register.

☐ removed from the National  
Register.

☐ other, (explain): \_\_\_\_\_

Hartstene Island Community Hall  
Name of Property

Mason County, WA  
County and State

### 5. Classification

#### Ownership of Property

(Check as many boxes as apply)

- ☒ private  
☐ public-local  
☐ public-State  
☐ public-Federal

#### Category of Property

(Check only one box)

- ☒ building(s)  
☐ district  
☐ site  
☐ structure  
☐ object

#### Number of Resources within Property

(Do not include previously listed resources in the count.)

Contributing	Noncontributing	
1	0	buildings
0	0	sites
0	0	structures
0	0	objects
1	0	Total

#### Name of related multiple property listing

(Enter "N/A" if property is not part of a multiple property listing.)

N/A

#### Number of contributing resources previously listed in the National Register

0

### 6. Function or Use

#### Historic Functions

(Enter categories from instructions)

SOCIAL: meeting hall

#### Current Functions

(Enter categories from instructions)

SOCIAL: meeting hall

### 7. Description

#### Architectural Classification

(Enter categories from instructions)

Bungalow/Craftsman

#### Materials

(Enter categories from instructions)

foundation \_\_\_ Stone \_\_\_  
walls \_\_\_ Wood:Weatherboard \_\_\_  
roof \_\_\_ Metal \_\_\_  
other \_\_\_ wood \_\_\_

#### Narrative Description

(Describe the historic and current condition of the property on one or more continuation sheets.)

## 8. Statement of Significance

### Applicable National Register Criteria

(Mark "x" in one or more boxes for the criteria qualifying the property for National Register listing.)

- ☒ **A** Property is associated with events that have made a significant contribution to the broad patterns of our history.
- ☐ **B** Property is associated with the lives of persons significant in our past.
- ☐ **C** Property embodies the distinctive characteristics of a type, period, or method of construction or represents the work of a master, or possesses high artistic values, or represents a significant and distinguishable entity whose components lack individual distinction.
- ☐ **D** Property has yielded, or is likely to yield, information important in prehistory or history.

### Criteria Considerations

(Mark "x" in all the boxes that apply.)

Property is:

- ☐ **A** owned by a religious institution or used for religious purposes.
- ☐ **B** removed from its original location.
- ☐ **C** a birthplace or grave.
- ☐ **D** a cemetery.
- ☐ **E** a reconstructed building, object, or structure.
- ☐ **F** a commemorative property.
- ☐ **G** less than 50 years of age or achieved significance within the past 50 years.

### Areas of Significance

(Enter categories from instructions)

SOCIAL HISTORY

### Period of Significance

1914-1939

### Significant Dates

N/A

### Significant Person

(Complete if Criterion B is marked above)

N/A

### Cultural Affiliation

N/A

### Architect/Builder

Sund, Bill

## Narrative Statement of Significance

(Explain the significance of the property on one or more continuation sheets.)

## 9. Major Bibliographical References

### Bibliography

(Cite the books, articles, and other sources used in preparing this form on one or more continuation sheets.)

### Previous documentation on file (NPS):

- ☐ preliminary determination of individual listing (36 CFR 67) has been requested
- ☐ previously listed in the National Register
- ☐ previously determined eligible by the National Register
- ☐ designated a National Historic Landmark
- ☐ recorded by Historic American Buildings Survey  
# \_\_\_\_\_
- ☐ recorded by Historic American Engineering  
Record # \_\_\_\_\_

### Primary location of additional data:

- ☒ State Historic Preservation Office
- ☐ Other State agency
- ☐ Federal agency
- ☐ Local government
- ☐ University
- ☐ Other

Name of repository:

Hartstene Island Community Hall  
Name of Property

Mason County, WA  
County and State

## 10. Geographical Data

**Acreage of Property** less than one

### UTM References

(Place additional UTM references on a continuation sheet.)

1 

1	0
---	---

5	0	8	6	2	0
---	---	---	---	---	---

5	2	3	5	6	6	0
---	---	---	---	---	---	---

  
Zone Easting Northing

2 

--	--

--	--	--	--	--	--

--	--	--	--	--	--	--	--

3 

--	--

--	--	--	--	--	--

--	--	--	--	--	--	--	--

  
Zone Easting Northing

4 

--	--

--	--	--	--	--	--

--	--	--	--	--	--	--	--

☐ See continuation sheet

### Verbal Boundary Description

(Describe the boundaries of the property on a continuation sheet.)

### Boundary Justification

(Explain why the boundaries were selected on a continuation sheet.)

## 11. Form Prepared By

name/title John Lea and Shirley Courtois

organization Hartstene Island Community Hall date February 6, 1988

street & number East 467 Chesapeake telephone (206)545-1535

city or town Shelton state WA zip code 98584

## Additional Documentation

Submit the following items with the completed form:

### Continuation Sheets

### Maps

A **USGS map** (7.5 or 15 minute series) indicating the property's location.

A **Sketch map** for historic districts and properties having large acreage or numerous resources.

### Photographs

Representative **black and white photographs** of the property.

### Additional items

(Check with the SHPO or FPO for any additional items)

## Property Owner

(Complete this item at the request of SHPO or FPO.)

name \_\_\_\_\_

street & number \_\_\_\_\_ telephone \_\_\_\_\_

city or town \_\_\_\_\_ state \_\_\_\_\_ zip code \_\_\_\_\_

**Paperwork Reduction Act Statement:** This information is being collected for applications to the National Register of Historic Places to nominate properties for listing or determine eligibility for listing, to list properties, and to amend existing listings. Response to this request is required to obtain a benefit in accordance with the National Historic Preservation Act, as amended (16 U.S.C. 470 *et seq.*).

**Estimated Burden Statement:** Public reporting burden for this form is estimated to average 18.1 hours per response including time for reviewing instructions, gathering and maintaining data, and completing and reviewing the form. Direct comments regarding this burden estimate or any aspect of this form to the Chief, Administrative Services Division, National Park Service, P.O. Box 37127, Washington, DC 20013-7127; and the Office of Management and Budget, Paperwork Reduction Projects (1024-0018), Washington, DC 20503.

**United States Department of the Interior  
National Park Service**

**National Register of Historic Places  
Continuation Sheet**

Section number 7 Page 1

---

**Hartstene Island Community Hall  
Mason County, WA**

**Description**

The Hartstene Island Community Hall is a large one-story meeting hall located at the intersection of two main roads at the northern end of the island. Since its construction in 1914, it has been in continuous use as a gathering place for the island's social, recreational, and political activities and is the focal point of all community life. Built by volunteer labor with donated materials, the building embodies the frontier spirit that prevailed on the island in the early decades of the twentieth century. A 1916 shed-roofed addition to the main hall provided kitchen and dining space, and another early addition at the rear provided for a stage and backstage facilities. Except for the modernization of plumbing and mechanical systems and upgrading of the kitchen, the community hall retains its original appearance and continues its historical associations with the island's community groups.

The original community hall has a rectangular plan, approximately 55 feet by 30 feet, including an open porch on the east facade. The original foundation, still visible on the eastern half, consists of uncut stone footings supporting sections of logs acting as posts. In 1987, a poured concrete foundation was incorporated at the western end where the land slopes downward to allow a partial basement area above grade. The wood-frame building is sheathed in horizontal drop siding with vertical board-and-batten skirting. Window and door surrounds are plain milled boards with no moulding. Cornerboards, fascia, knee braces at the gable ends, and porch railings are all of the same simple millwork. The hip roof of the porch is supported by square posts with chamfered edges, although two of the original have been replaced with peeled poles. The porch roof and the main gable roof were originally covered by wood shingles, which remain under modern corrugated metal roofing.

In 1916, an addition was made to the south side, approximately 15 feet wide and extending the entire length of the building. This addition provided dining space and a kitchen area. The interior wall surfaces are now covered with gypsum board, the kitchen facilities have been modernized, and bathrooms have been added, but the simple window frames and rectangular four-light wood sash are original. Another early shed roofed addition at the north provided space for a shallow elevated stage and a small backstage area that now includes modern electrical equipment.



**United States Department of the Interior  
National Park Service**

**National Register of Historic Places  
Continuation Sheet**

Section number 7.8 Page 2

---

**Hartstene Island Community Hall  
Mason County, WA**

**Description (continued)**

The interior of the hall itself is covered with narrow tongue-and-groove wood sheathing as is the ceiling. The flooring is hardwood maple, which early on replaced the original fir, which still can be seen on the narrow slightly raised platforms around the three edges of the room. The dimensions of the hall, approximately 47 feet by 30 feet, include a ceiling height of approximately 16 feet, necessitated by early recreational use of the space for basketball and volleyball games. When electricity was brought to the island in the 1940s, six ceiling fixtures were added. These early fixtures were replaced by hanging fluorescent lights.

The setting of the community hall remains quite rural in character. The building is easily visible from both roads and has a large open graveled area to the south that is used for parking, but the vicinity remains wooded and the area is still sparsely inhabited.

**Statement of Significance**

The Hartstene Island Community Hall is historically significant for its long association with the development of civic life on the island in the 20th century. Since its construction in 1914, the hall has been the single most important structure in community affairs, serving as the home of the local grange, women's club, community club, and the venue of all of the island's important public gatherings and social events. The simple frame structure, well-preserved and carefully maintained, continues to serve Hartstene Island in the same capacity today.

**Historical background and significance:**

Located in the south Puget Sound, with Case Inlet on the east and Pickering Passage and Peale Passage on the west, Hartstene Island is comprised of 12,000 acres, sparsely settled and accessible to the Mason County mainland only by ferry until the late 1960s. Although the island was explored by the Wilkes expedition in 1841 (and named for crew member Henry J. Harstein), economic activity on the heavily forested island remained limited to logging and isolated subsistence farms through the early 20th century. Because of the

United States Department of the Interior  
National Park Service

# National Register of Historic Places Continuation Sheet

Section number 8 Page 3

---

Hartstene Island Community Hall  
Mason County, WA

## Statement of Significance (continued)

small and scattered population and its remote location, the island had no central village or community meeting place through the first decade of the new century.

To address that problem, the Hartstene Island Community Club was established in 1914, with the intention of erecting a community hall on one-half acre of land donated by Andrew Johnson near the northern tip of the island. From the beginning, the project was a community effort. Island resident August Carlson donated trees for the lumber; John Edgert, Arthur Wingert, and Alan McKay used two teams of horses to haul the logs from the woods to the beach, where they were rafted and towed by the Marie and the Levina to a sawmill at Taylor Bay on the mainland; and the finished lumber was towed back to the island in a scow by the Marie, and hauled from the beach to the building site by volunteers with horses and wagons.

Although Grapeview carpenters were hired to supervise construction, they were assisted by islanders including Lee Carlson, Ed Wilson, Arlo Wingert, Arthur Wingert, and Paul Hitchcock. Work parties were held during construction with pot-luck dinners provided by the island women. In 1916, a lean-to shed addition was constructed to accommodate a large dining hall and kitchen. Construction of the dining hall was supervised by Bill Sayers, with assistance from Tony Goetsch, Wilson, Carlson, and others and a large stove was donated by Mark Reed of the Simpson Logging Company in Shelton. At about the same time, a stage was added to the rear of the main hall to accommodate performances.

With construction complete, the hall quickly became a true community center. From its inception, the hall was the home of the young community club. The hall was also the meeting site of Hartstene Island Grange #568, established the year the hall opened, and an important organization in the lives of the island's farm families. Two years later (with the kitchen complete), the Hartstene Women's Club was founded at the center. The hall clearly reflects the growing role of civic associations in the life of American communities in the early 20th century.

United States Department of the Interior  
National Park Service

# National Register of Historic Places Continuation Sheet

Section number 8,9,10 Page 4

---

Hartstene Island Community Hall  
Mason County, WA

## Statement of Significance (continued)

Initially, the hall was without electricity or plumbing, and island residents brought wood and buckets of water from their homes. But that did not inhibit important community-wide events. Dances and festivals attracted participants from as far away as Agate, Stadium, and Vaughn, who arrived by boat or ferry. The community hall also served as the polling place for every election; the site of the annual Harvest Home Festival, sponsored by the Grange; the playing court for the island basketball and volleyball teams; and the performance hall for local theatrical productions (later under the auspices of the Hartstene Island Theatre Club).

Since 1916, the hall has undergone very few changes. The building was wired for electricity in the 1940s, repairs to the roof were made in the 1970s, and a new basement was added in 1814. In every instance, the expenses and labor were borne by community volunteers. The island, too, has gone through a few changes since the hall was constructed. A bridge was built in the late 1960s, connecting the island to the mainland, which led to an increase in the construction of summer homes. But even today the island retains its quiet character, and the Hartstene Island Community Hall continues to serve as the well preserved focal point for civic life.

## Bibliography

Hitchcock, Beulah, and Helen Wingert. The Island Remembers. Hartstene Island, WA: Hartstene Island Women's Club, 1979.

## Verbal boundary description

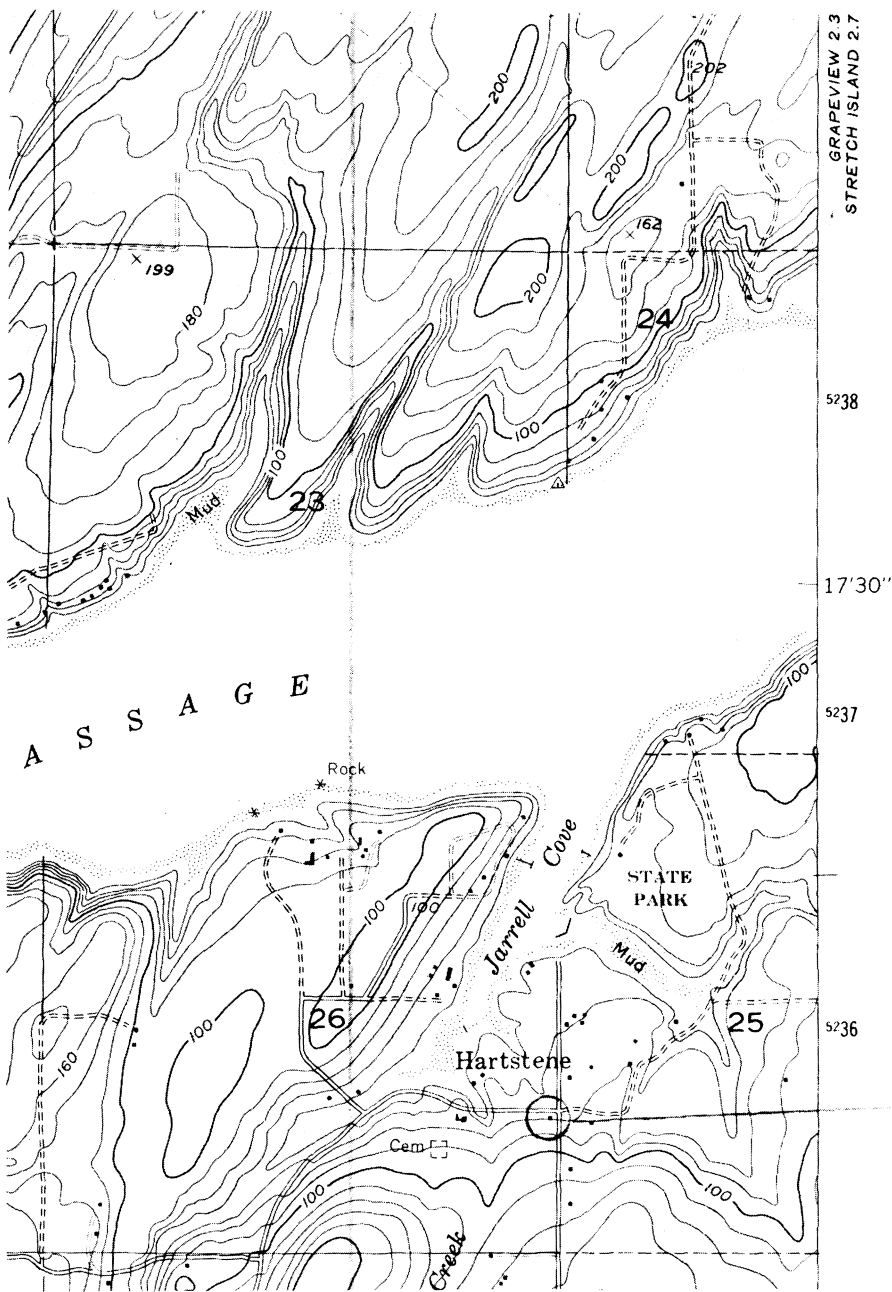
Tract 3, Lot 1, Section 26, T21N, R2W. Tract 3, NW, SW Section 25, T21N, R2W.

## Verbal boundary justification

The nominated property includes the entire parcel historically associated with the community hall.



1. Hartstene Island Community Hall
2. Mason County, WA
3. Leonard Garfield
4. Sept. 1988
5. Office of Archaeology and Historic Preservation, Olympia, WA
6. East facade and north side elevation, looking southwest
7. #1



Hartstene Island  
Community Club  
Hartstene Is., Mason  
Co., WA  
UTM Reference:  
10/508620/5235660

Quadrangle: Mason Lake, Washington  
Scale: 1:24,000  
UTM Reference: 10 508620 5235660

---

# APPENDIX I: STATE CODES

---

AK	ALASKA	ME	MAINE	OK	OKLAHOMA
AL	ALABAMA	MH	MARSHALL ISLANDS	OR	OREGON
AS	AMERICAN SAMOA	MD	MARYLAND	PW	PALAU
AZ	ARIZONA	MA	MASSACHUSETTS	PA	PENNSYLVANIA
AR	ARKANSAS	MI	MICHIGAN	PR	PUERTO RICO
CA	CALIFORNIA	FM	FEDERATED STATES OF MICRONESIA	RI	RHODE ISLAND
CO	COLORADO	MN	MINNESOTA	SC	SOUTH CAROLINA
CT	CONNECTICUT	MS	MISSISSIPPI	SD	SOUTH DAKOTA
DE	DELAWARE	MO	MISSOURI	TN	TENNESSEE
DC	DISTRICT OF COLUMBIA	MT	MONTANA	TX	TEXAS
FL	FLORIDA	NE	NEBRASKA	UM	U.S. MINOR ISLANDS
GA	GEORGIA	NV	NEVADA	UT	UTAH
GU	GUAM	NH	NEW HAMPSHIRE	VT	VERMONT
HI	HAWAII	NJ	NEW JERSEY	VI	VIRGIN ISLANDS
ID	IDAHO	NM	NEW MEXICO	VA	VIRGINIA
IL	ILLINOIS	NY	NEW YORK	WA	WASHINGTON
IN	INDIANA	NC	NORTH CAROLINA	WV	WEST VIRGINIA
IA	IOWA	ND	NORTH DAKOTA	WI	WISCONSIN
KS	KANSAS	MP	NORTHERN MARIANA ISLANDS	WY	WYOMING
KY	KENTUCKY				
LA	LOUISIANA	OH	OHIO		

---

# APPENDIX II: COUNTY CODES

---

In 2012 the National Register of Historic Places Registration Form 10-900 was updated and the county code was no longer required.

The county codes were based on the Federal Information Processing Standards (FIPS). FIPS county codes are maintained by the U.S. Department of Commerce.

In July 2019, county FIPS codes could be retrieved from:

<https://www.census.gov/geographies/reference-files/2018/demo/popest/2018-fips.html>

---

# APPENDIX III: FEDERAL AGENCY CODES

---

<b>ACHP</b>	ADVISORY COUNCIL ON HISTORIC PRESERVATION	<b>FPC</b>	FEDERAL POWER COMMISSION
<b>AF</b>	AIR FORCE	<b>FRA</b>	FEDERAL RAILROAD ADMINISTRATION
<b>ARMY</b>	DEPARTMENT OF THE ARMY	<b>FS</b>	FOREST SERVICE
<b>BIA</b>	BUREAU OF INDIAN AFFAIRS	<b>FWS</b>	FISH AND WILDLIFE SERVICE
<b>BLM</b>	BUREAU OF LAND MANAGEMENT	<b>FmHA</b>	FARMERS HOME ADMINISTRATION
<b>BUREC</b>	BUREAU OF RECLAMATION	<b>GS</b>	GEOLOGICAL SURVEY
<b>CEQ</b>	COUNCIL ON ENVIRONMENTAL QUALITY	<b>GSA</b>	GENERAL SERVICES ADMINISTRATION
<b>CG</b>	COAST GUARD	<b>HHS</b>	HEALTH AND HUMAN SERVICES DEPARTMENT
<b>COE</b>	ARMY CORPS OF ENGINEERS	<b>HUD</b>	HOUSING AND URBAN DEVELOPMENT DEPARTMENT
<b>COMMERCE</b>	DEPARTMENT OF COMMERCE	<b>IBWC</b>	INTERNATIONAL BOUNDARY AND WATER COMMISSION
<b>CPD</b>	COMMUNITY PLANNING & DEVELOPMENT DEPARTMENT	<b>ICC</b>	INTERSTATE COMMERCE COMMISSION
<b>DOD</b>	DEPARTMENT OF DEFENSE	<b>JUSTICE</b>	DEPARTMENT OF JUSTICE
<b>DOE</b>	DEPARTMENT OF ENERGY	<b>LEAA</b>	LAW ENFORCEMENT ASSISTANCE ADMINISTRATION
<b>DOL</b>	DEPARTMENT OF LABOR	<b>MC</b>	MARINE CORPS
<b>DOT</b>	DEPARTMENT OF TRANSPORTATION	<b>MINES</b>	BUREAU OF MINES
<b>ED</b>	DEPARTMENT OF EDUCATION	<b>NASA</b>	NATIONAL AERONAUTICS & SPACE ADMINISTRATION
<b>EDA</b>	ECONOMIC DEVELOPMENT ADMINISTRATION	<b>NAVY</b>	DEPARTMENT OF THE NAVY
<b>EPA</b>	ENVIRONMENTAL PROTECTION AGENCY	<b>NCPC</b>	NATIONAL CAPITOL PLANNING COMMISSION
<b>ETA</b>	EMPLOYMENT AND TRAINING ADMINISTRATION	<b>NPS</b>	NATIONAL PARK SERVICE
<b>FAA</b>	FEDERAL AVIATION ADMINISTRATION	<b>NRC</b>	NUCLEAR REGULATORY COMMISSION
<b>FCC</b>	FEDERAL COMMUNICATIONS COMMISSION	<b>NSF</b>	NATIONAL SCIENCE FOUNDATION
<b>FDIC</b>	FEDERAL DEPOSIT INSURANCE COMMISSION	<b>OSM</b>	OFFICE OF SURFACE MINING
<b>FEA</b>	FEDERAL ENERGY ADMINISTRATION	<b>PHS</b>	PUBLIC HEALTH SERVICE
<b>FERC</b>	FEDERAL ENERGY REGULATORY COMMISSION	<b>RDS</b>	RURAL DEVELOPMENT SERVICE
<b>FHWA</b>	FEDERAL HIGHWAY ADMINISTRATION	<b>REA</b>	RURAL ELECTRIC ADMINISTRATION
<b>FMC</b>	FEDERAL MARITIME COMMISSION	<b>SBA</b>	SMALL BUSINESS ADMINISTRATION
		<b>SCS</b>	SOIL CONSERVATION SERVICE



<b>SHPO</b>	STATE HISTORIC PRESERVATION OFFICE	<b>USDA</b>	U.S. DEPARTMENT OF AGRICULTURE
<b>SI</b>	SMITHSONIAN INSTITUTION	<b>USDI</b>	U.S. DEPARTMENT OF THE INTERIOR
<b>STATE</b>	STATE DEPARTMENT	<b>USPS</b>	U.S. POSTAL SERVICE
<b>TREASURY</b>	DEPARTMENT OF THE TREASURY	<b>VA</b>	DEPARTMENT OF VETERANS AFFAIRS
<b>TVA</b>	TENNESSEE VALLEY AUTHORITY	<b>WMATA</b>	WASHINGTON METRO AND TRANSIT AUTHORITY
<b>UDAG</b>	URBAN DEVELOPMENT ACTION GRANT	<b>WPRS</b>	WATER AND POWER RESOURCES SERVICE
<b>UMTA</b>	URBAN MASS TRANSPORTATION ADMINISTRATION		
<b>UN</b>	UNITED NATIONS		

---

# APPENDIX IV: GLOSSARY OF NATIONAL REGISTER TERMS

---

**Accompanying documentation**— USGS map, photographs, and sketch maps that accompany completed registration form.

**Acreage**— area of a historic property measured in acres.

**Amendment documentation**— provided on a new registration form or continuation sheets for a property already listed in the National Register officially changing the significance, boundaries, name, or other aspect of the listing.

**Antiquities Act**— enacted in 1906, the first legislation in the United States to preserve American antiquities, including the designation and protection of national monuments on federally owned land.

**Archeological district**— a significant concentration, linkage, or continuity of sites important in history or prehistory.

**Architectural classification**— item on registration form calling for the entry of an architectural style or other term by which property can be identified.

**Architectural significance**— importance of a property based on physical aspects of its design, materials, form, style, or workmanship, and recognized by criterion C.

**Area of significance**— aspect of historic development in which a property made contributions for which it meets the National Register criteria, such as agriculture or politics/government.

**Association**— link of a historic property with a historic event, activity, or person. Also, the quality of integrity through which a historic property is linked to a particular past time and place.

**Associative characteristic**— an aspect of a property's history that links it with historic events, activities, or persons.

**Boundaries**— lines delineating the geographical extent or area of a historic property.

**Boundary description**— a precise description of the lines that bound a historic property.

**Boundary justification**— an explanation of the reasons for selecting the boundaries of a historic property.

**Building**— a resource created principally to shelter any form of human activity, such as house.

**Certification**— process by which a nominating authority signs a National Register form or continuation sheet to verify the accuracy of the documentation and to express his or her opinion on the eligibility of the property for National Register listing; also, the signature through which the authority nominates a property or requests a determination of eligibility; also, the process and signature by which the Keeper of the National Register acts on a request for listing, a determination of eligibility, or other action.

**Certified local government (CLG)**— a local government officially certified to carry out some of the

purposes of the National Historic Preservation Act, as amended.

**Certifying official**— SHPO or FPO who initiates and supports a nomination or requests other official action related to National Register listing.

**CLG**— see "certified local government."

**Commenting official**— any official whose comment is required or requested on the nomination of a property to the National Register or other action related to National Register listings.

**Contributing resource**— a building, site, structure, or object adding to the historic significance of a property.

**Criteria**— general standards by which the significance of a historic property is judged; see "National Register criteria."

**Criteria Considerations**— additional standards applying to certain kinds of historic properties.

**Cultural Affiliation**— archeological or ethnographic culture to which a collection of sites, resources, or artifacts belong.

**Cultural resource**— building, site, structure, object, or district evaluated as having significance in prehistory or history.

**Current function**— purpose that a property, or portion of it, currently serves or will serve in the near future.

**Design**— quality of integrity applying to the elements that create the physical form, plan, space, structure, and style of a property.

- Determination of eligibility**— an action through which the eligibility of a property for National Register listing is decided but the property is not actually listed; nominating authorities and federal agency officials commonly request determinations of eligibility for federal planning purposes and in cases where a majority of private owners has objected to National Register listing.
- Description**— section of the registration form where the historic features and current condition of a property are described.
- Discontiguous district**— a historic or archeological district containing two or more geographically separate areas.
- District**— a significant concentration, linkage, or continuity of sites, buildings, structures, or objects united historically or aesthetically by plan or physical development.
- Documentation**— information that describes, locates, and explains the significance of a historic property.
- Documentation standards**— requirements for describing, locating, and stating the significance of a property for listing in the National Register.
- Eligibility**— ability of a property to meet the National Register criteria.
- Evaluation**— process by which the significance and integrity of a historic property are judged and eligibility for National Register listing is determined.
- Evaluation methods**— steps through which the eligibility of a historic property is determined.
- Event**— an occasion, circumstance, or activity that occurred within a particular period of time, or continued over an extended period of time.
- Federal Preservation Officer (FPO)**— official designated by the head of each Federal agency to be responsible for coordinating the agency's activities under the National Historic Preservation Act, as amended, including nominating properties to the National Register.
- Feeling**— quality of integrity through which a historic property evokes the aesthetic or historic sense of past time and place.
- Function**— (or use) purpose for which a building, site, structure, object, or district is used. (See also current and historic function.)
- Geographical area**— an area of land containing historic or archeological resources that can be identified on a map and delineated by boundaries.
- Historic context**— an organizing structure for interpreting history that groups information about historic properties which share a common theme, common geographical location, and common time period. The development of historic contexts is a foundation for decisions about the planning, identification, evaluation, registration, and treatment of historic properties, based upon comparative significance.
- Historic district**— See "district."
- Historic function**— use of a district, site, building, structure, or object at the time it attained historic significance.
- Historic property**— any prehistoric or historic district, site, building, structure, or object.
- Historic significance**— importance for which a property has been evaluated and found to meet the National Register criteria.
- Historic Sites Act**— enacted in 1935, the legislation providing for the preservation of historic American sites, buildings, objects, and antiquities of national significance, including the designation of National Historic Landmarks and historic units of the National Park System.
- Identification**— process through which information is gathered about historic properties.
- Identification methods**— steps through which information about historic properties is gathered.
- Important person**— an individual who has made significant contributions in American history, architecture, archeology, engineering, and culture.
- Information potential**— ability of a property to provide important information about history or prehistory through its composition and physical remains; importance recognized by criterion D.
- Integrity**— authenticity of a property's historic identity, evidenced by the survival of physical characteristics that existed during the property's historic or prehistoric period.
- Level of significance**— geographical level—local, State, or national—at which a historic property has been evaluated and found to be significant.
- Local significance**— importance of a property to the history of its community, such as a town or county.
- Location**— quality of integrity retained by a historic property existing in the same place as it did during the period of significance.
- Materials**— quality of integrity applying to the physical elements that were combined or deposited in a particular pattern or configuration to form a historic property.
- Multiple property documentation form**— official National Register form (NPS 10-900-b) used for documenting the contexts and property types for a multiple property listing.
- Multiple property listing**— a group of historic properties related by common theme, general geographical area, and period of time for the purpose of National Register documentation and listing.
- Multiple property submission**— format through which historic properties related by theme, general geographical area, and period of time may be documented as a group and listed in the National Register.
- Multiple resource submission**— format previously used for documenting and listing groups of historic properties located within the same general geographical

area; see “multiple property submission.”

**National Historic Landmark—** (NHL) a historic property evaluated and found to have significance at the national level and designated as such by the Secretary of the Interior.

**National Historic Preservation Act, as amended—** 1966 legislation establishing the National Register of Historic Places and extending the national historic preservation programs to properties of State and local significance.

**National Register criteria for evaluation—** established criteria for evaluating the eligibility of properties for inclusion in the National Register of Historic Places.

**National Register Information System (NRIS)—** computerized data base of information on properties included in the National Register of Historic Places.

**National Register of Historic Places—** official federal list of districts, sites, buildings, structures, and objects significant in American history, architecture, archeology, engineering and culture.

**National significance—** importance of a property to the history of the United States as a nation.

**Nominating Authority—** Federal or State official authorized to nominate properties to the National Register of Historic Places.

**Noncontributing resource—** a building, site, structure, or object that does not add to the historic significance of a property.

**Notification—** process through which property owners, public officials, and the general public are notified of nominations to and listings in and determinations of eligibility for the National Register.

**Object—** a construction primarily artistic in nature or relatively small in scale and simply constructed, such as a statue or milepost.

**Owner objection—** a notarized written statement from a property owner disapproving the nomination

and listing of his or her property in the National Register.

**Ownership—** legal status in which an owner holds fee simple title to a property, or portion of it.

**Period of significance—** span of time in which a property attained the significance for which it meets the National Register criteria.

**Physical characteristics—** visible and tangible attributes of a historic property or group of historic properties.

**Potential to yield information—** likelihood of a property to provide information about an important aspect of history or prehistory through its physical composition and remains.

**Preservation planning—** series of activities through which goals, priorities, and strategies for identification, evaluation, registration, and protection of historic properties are developed.

**Preservation planning process—** process by which goals, priorities, and strategies for preservation planning activities are set forth and carried out.

**Property—** area of land containing a single historic resource or a group of resources, and constituting a single entry in the National Register of Historic Places.

**Property type—** a grouping of properties defined by common physical and associative attributes.

**Public notice—** notification made through a public notice in a local newspaper or public place.

**Public participation—** process by which the opinions of property owners, public officials, and the general public are considered prior to making a decision to nominate or list a historic property in the National Register.

**Registration—** process described in 36 CFR Part 60 which results in historic or archeological properties being listed or determined eligible for listing in the National Register.

**Registration requirements—** attributes of significance and integ-

rity qualifying a property for listing in the National Register.

**Resource—** any building, structure, site, or object that is part of or constitutes a historic property.

**Resource type—** the general category of property— building, structure, site, district, or object—that may be listed in the National Register.

**Setting—** quality of integrity applying to the physical environment of a historic property.

**Significance—** importance of a historic property as defined by the National Register criteria in one or more areas of significance.

**Significant date—** date of an event or activity related to the importance for which a property meets the National Register criteria.

**Site—** location of a significant event, a prehistoric or historic occupation or activity, or a building or structure, whether standing, ruined, or vanished, where the location itself possesses historic, cultural, or archeological value regardless of the value of any existing structure.

**State Historic Preservation Officer (SHPO)—** the official designated by the Governor to administer the State's historic preservation program and the duties described in 36 CFR Part 61 including nominating properties to the National Register.

**State historic preservation office—** office in State or territorial government that administers the preservation programs under the National Historic Preservation Act.

**State preservation plan—** document that sets forth the process by which a State develops goals, priorities, and strategies for preservation planning purposes.

**State review board—** a board, council, commission or other collegial body appointed by the SHPO to review the eligibility of nominated properties and the adequacy of nomination documentation.

**State significance—** importance of a property to the history of the State where it is located.

**Statement of significance**— section of the registration form where the reasons a property is significant and meets the National Register criteria are stated and explained.

**Structure**— a functional construction made for purposes other than creating shelter, such as a bridge.

**Thematic resource submission**— format previously used for documenting and listing a group of

historic properties related by a common theme; see “multiple property submission.”

**Theme**— a trend or pattern in history or prehistory relating to a particular aspect of cultural development, such as dairy farming or silver mining.

**UTM reference**— a set of coordinates (easting and northing) that indicates a unique location according to the Universal Transmercator Grid appearing on

maps of the United States Geological Survey.

**Verbal boundary description**— a statement that gives the precise boundaries of a historic property, such as a lot number, metes and bounds, or township and range.

**Workmanship**— quality of integrity applying to the physical evidence of the crafts of a particular culture, people, or artisan.

---

# APPENDIX V: THE NATIONAL HISTORIC LANDMARKS CRITERIA

---

The quality of national significance is ascribed to districts, sites, buildings, structures, and objects that possess exceptional value or quality in illustrating or interpreting the heritage of the United States in history, architecture, archeology, engineering, and culture and that possess a high degree of integrity of location, design, setting, materials, workmanship, feeling, and association, and:

- That are associated with events that have made a significant contribution to, and are identified with, or that outstandingly represent, the broad national patterns of United States history and from which an understanding and appreciation of those patterns may be gained; or
- That are associated importantly with the lives of persons nationally significant in the history of the United States; or
- That represent some great idea or ideal of the American people; or
- That embody the distinguishing characteristics of an architectural type specimen exceptionally valuable for a study of a period, style or method of construction, or that represent a significant, distinctive and exceptional entity whose components may lack individual distinction; or
- That are composed of integral parts of the environment not sufficiently significant by reason of historical association or artistic merit to warrant individual recognition but collectively compose an entity of exceptional historical

or artistic significance, or outstandingly commemorate or illustrate a way of life or culture; or

- That have yielded or may be likely to yield information of major scientific importance by revealing new cultures, or by shedding light upon periods of occupation over large areas of the United States. Such sites are those which have yielded, or which may reasonably be expected to yield, data affecting theories, concepts and ideas to a major degree.

## NATIONAL HISTORIC LANDMARK EXCLUSIONS

Ordinarily, cemeteries, birthplaces, graves of historical figures, properties owned by religious institutions or used for religious purposes, structures that have been moved from their original locations, reconstructed historic buildings and properties that have achieved significance within the past fifty years are not eligible for designation. If such properties fall within the following categories they may, nevertheless, be found to qualify:

- A religious property deriving its primary national significance from architectural or artistic distinction or historical importance; or
- A building or structure removed from its original location but which is nationally significant primarily for its architectural merit, or for association with persons or events of transcendent impor-

tance in the nation's history and the association consequential; or

- A site of a building or structure no longer standing but the person or event associated with it is of transcendent importance in the nation's history and the association consequential; or
- A birthplace, grave or burial if it is of a historical figure of transcendent national significance and no other appropriate site, building, or structure directly associated with the productive life of that person exists; or
- A cemetery that derives its primary national significance from graves of persons of transcendent importance, or from an exceptionally distinctive design or an exceptionally significant event; or
- A reconstructed building or ensemble of buildings of extraordinary national significance when accurately executed in a suitable environment and presented in a dignified manner as part of a restoration master plan, and when no other buildings or structures with the same association have survived; or
- A property primarily commemorative in intent if design, age, tradition, or symbolic value has invested it with its own national historical significance; or
- A property achieving national significance within the past 50 years if it is of extraordinary national importance.

---

# APPENDIX VI: CHECKLIST FOR DESCRIBING STRUCTURES OF ENGINEERING OR INDUSTRIAL SIGNIFICANCE

---

## RAILROADS, SUBWAYS, AND RELATED RESOURCES

Dates of construction  
Principal engineers  
Distance (length in miles)  
Terminus points  
Grade: highest and lowest points  
Type of track/ gauge (standard or narrow)  
Major buildings and structures along right-of-way that are included within the boundaries  
Historic rolling stock  
Cuts and earthfills  
Dimensions of trolleys  
Power system  
Alterations

## ROADS, HIGHWAYS, AND PARKWAYS

Dates of construction  
Distance (length in miles)  
Principal engineers and, if any, landscape architects  
Topography  
Width of roadway, shoulders, and right-of-way  
Number and type of bridges, culverts, and tunnels  
Major cuts and earthfills  
Grade of highest and lowest points and superelevation  
Surface material  
Types of entrances, exits, and intersections  
Traffic control systems  
Sloping of banks  
Walls, guardrails, and curbing

Plantings and other landscape features  
Associated buildings within the boundaries, including gatehouses, tollbooths, and refectories  
Viewpoints, pull-offs, overlooks, and observation points  
Significant vistas  
Alterations

## CANALS AND WATERWAYS

Dates of construction  
Principal engineers  
Elevation at terminus points and the summit level  
Number and type of locks  
Source of water supply  
Average speed and type of navigation (steamboat, towpath, or bateau)  
Typical lock dimensions  
Typical boat dimensions  
Wharves and docks  
Lengths in both canalized and slackwater miles  
Historical summary (original aims of company, etc.)  
Alterations

## AIRPORTS

Dates of construction  
Length of runways  
Surface materials  
Principal engineers  
Air traffic tower (dimensions, height, materials, etc.)  
Communications systems  
Hangers  
Terminals

Historic aircraft  
Alterations

## BRIDGES

Dates of construction  
Manufacturer (if prefabricated)  
Engineers  
Association with particular railroad, road, or other transportation route  
Substructure (structure below deck)  
Height above feature spanned  
Material of abutments and piers  
Deck and superstructure (above deck)  
Type of truss, arch, etc.  
Materials and dimensions of deck  
Materials of superstructure  
Number of spans and lengths  
Construction depth  
Width of road  
Alterations

## TRESTLES AND VIADUCTS

Dates of construction  
Number of spans and lengths  
Engineers  
Association with particular railroad, road, or other transportation route  
Number of piers (bents)  
Materials of construction  
Double or single track  
Manufacturer and /or contractor  
Feature spanned (river valley, gorge, etc.)  
Width  
Major height (water level to deck level)  
Alterations

## **TUNNELS**

Dates of construction  
Engineers  
Association with particular railroad,  
road, or other transportation route  
Feature traversed  
Length  
Dimensions of bore  
Double or single track (if a railroad  
tunnel)  
Materials of construction (liner,  
portals, etc.)  
Ventilation system  
Engineering problems encountered  
Alterations

## **LIGHTHOUSES**

Dates of construction  
Engineers  
Approximate dimensions of  
lighthouse; dimensions at base and  
top, height of focal plane above sea  
level.  
Material used in construction: brick,  
stone, iron, wood-painted, etc.  
Form of lighthouse: conical,  
octagonal, rod or steel screw pile  
tower  
Distinguishing architectural details  
Type of illuminant and lenses used:  
existing and previous source;  
shape of lantern panes; range of  
light beam  
Special signaling equipment: fog  
horns, radio signals, etc.  
Associated buildings and structures  
within the boundaries, including  
the keeper's house, oil house,  
sheds, and cisterns.  
Alterations

## **WATER SUPPLY AND CONTROL SYSTEMS**

Dates of construction  
Construction materials  
Principal engineers  
Flood control systems  
Water distribution systems  
Filtration systems  
Settling tanks  
Associated buildings and structures  
(gatehouse, dams, pumping station,  
reservoirs, etc.)  
Purpose (public water, irrigation,  
flood control, etc.)  
Alterations

## **POWER DAMS**

Dates of construction  
Construction materials  
Principal engineers  
Levee dimensions  
Floodway dimensions  
Gates  
Channel dimensions  
Storage reservoirs  
Slope  
Size  
Grade  
Section  
Waterwheel type (overshot, for  
example)  
Penstocks  
Power generators  
Number of kilowatts  
Alterations

## **POWER GENERATING PLANTS**

Dates of construction  
Principal engineers  
Construction materials  
Source of power: coal-fired, steam,  
nuclear, hydroelectric, etc.  
Buildings and structures comprising  
facility  
Alterations  
(See also Power Dams and Electrical  
Systems)

## **ELECTRICAL SYSTEMS**

Dates of construction  
Principal engineers  
Wiring (type, placement above or  
below ground)  
Substations  
Towers for power lines (dimensions,  
type, etc.)  
Light fixtures  
Transformer boxes  
Switches  
Alterations  
(See also Power Generating Plants)

## **HEAVY POWER MACHINERY**

Dates of construction  
Cylinder bore and stroke  
Horsepower  
R.P.M. (revolutions per minute)  
Pounds per square inch (of steam)  
Manufacturer  
Materials  
Type of valves and gear  
Type of crosshead guides

Type of connecting rod ends  
Type of crank  
Method of drive (rope, direct, etc.)  
Flywheel diameter and face  
Type of condenser  
Uses of exhaust steam  
Changes to engine  
Boiler history, if known  
Earlier power sources on site  
Alterations

## **SANITARY SYSTEMS**

Dates of construction  
Principal engineers  
Construction materials  
Settling tanks  
Piping system  
Filtration systems  
Alterations  
(See also Water Supply and Control  
Systems)

## **MINES AND OTHER EXTRACTION FACILITIES**

Dates of construction  
Construction materials  
Construction firm  
Principal mining engineers  
Mineral content  
Type of mine (open-pit, etc.)  
Mine dimensions  
Materials and types of conveyance  
systems (trams, railroads, etc.)  
Shafts, tunnels, pits, and other  
structures  
Tailings  
Alterations

## **MILLS, FACTORIES, AND OTHER PROCESSING FACILITIES**

Dates of construction  
Construction materials  
Principal engineers  
Power source (see Power Generating  
Plants and Heavy Power  
Machinery)  
Buildings and structures  
(dimensions, functions, construction  
materials, physical layout, etc.)  
Historic machinery and equipment  
Site transportation systems (railroad  
spurs, loading and shipping docks,  
etc.)  
Alterations



# APPENDIX VII: INSTRUCTIONS FOR CERTIFYING REGISTRATION FORMS

## 3. State/Federal Agency Certification

As the designated authority under the National Historic Preservation Act, as amended, I hereby certify that this ☐ nomination ☐ request for determination of eligibility meets the documentation standards for registering properties in the National Register of Historic Places and meets the procedural and professional requirements set forth in 36 CFR Part 60. In my opinion, the property ☐ meets ☐ does not meet the National Register criteria. I recommend that this property be considered significant ☐ nationally ☐ statewide ☐ locally. (☐ See continuation sheet for additional comments.)

\_\_\_\_\_  
Signature of certifying official/Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
State or Federal agency and bureau

In my opinion, the property ☐ meets ☐ does not meet the National Register criteria. (☐ See continuation sheet for additional comments.)

\_\_\_\_\_  
Signature of certifying official/Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
State or Federal agency and bureau

Section 3 is completed by State Historic Preservation Officers (SHPOs), Federal Preservation Officers (FPOs), and other Federal officials. The certifying official (the official initiating the action) completes the first signature block. The commenting official (any State or Federal official whose comment is required under the National Register regulations, 36 CFR Part 60) completes the second signature block. (Local government officials, including those in CLGs, and other persons may express their opinions in a letter accompanying the form.)

For nominations to the National Register, the certifying official is usually the SHPO of the state where the property is located or, in the case of a Federal property, the FPO of the

agency responsible for property. Requests for Federal determinations of eligibility are certified by an official of the Federal agency responsible for the property or Federal activity affecting the property.

The role of the SHPO, FPO, and other Federal officials, in each case, depends on several things: the action being requested, agency initiating the action, ownership of property, and requirements in 36 CFR Part 60.

To determine the appropriate certifying and commenting officials in a particular case, refer to *Roles of Certifying and Commenting Officials* on page 2 of this appendix.

By signing the form a **certifying official**:

- indicates the action being requested,

- attests that the form accurately and coherently documents the property,
- attests that all notification and review requirements have been fulfilled,
- provides an opinion on the eligibility of the property, and
- recommends that property is significant either nationally, statewide, or locally.

By signing the form, a **commenting official**:

- acknowledges that he or she has had the opportunity to comment on the action being requested, and
- provides an opinion on the eligibility of the property.

## ROLES OF CERTIFYING AND COMMENTING OFFICIALS

Action	Certifying Official	Commenting Official
<b>NOMINATIONS</b> <b>(including NONFEDERAL DETERMINATIONS OF ELIGIBILITY)</b>		
Nomination of private and/or nonfederal publicly owned property	SHPO	None
Nomination of Federal Property	FPO	SHPO
Nomination of a historic district including Federal property	SHPO	FPO (signature not required)
Nomination of Federal property initiated by SHPO	SHPO	FPO
Concurrent nomination by two or more SHPOs	SHPOs of concurring States	None
Concurrent nomination by SHPO and Federal agency	SHPO and FPO	None
Nominations of property owned by the Federal government and other owners	Same as roles above for <i>Concurrent by SHPO and FPO, Nomination of Federal Property by SHPO, or Nomination of a historic district including Federal property.</i>	
Nomination of property in adjoining States(s)	SHPO initiating action	SHPO of adjoining States(s)
<b>FEDERAL DETERMINATIONS OF ELIGIBILITY</b>		
Federal request for determination of eligibility (USE OF FORM IS OPTIONAL)	Federal official or designee	SHPO opinions may be provided by letter

## COMPLETING THE FIRST SIGNATURE BLOCK

The certifying official completes the first signature block by:

1. marking "x" in the boxes to indicate:
  - the action being requested,
  - his or her opinion on whether the property meets the National Register criteria, and
  - whether the property is significant nationally, statewide, or locally (more than one box may be marked); and
2. signing the form and entering his or her title, the date, and the name of the State or, for Federal officials, the abbreviated name of the agency and bureau (see *Appendix III* for abbreviations).

An official not believing the property meets the National Register criteria also marks the box for "see continuation sheet" and provides an explanation on a continuation sheet.

Each additional certifying official signs and dates a continuation sheet containing the following statement:

*As the designated authority under the National Historic Preservation Act, as amended, I hereby certify that this nomination meets the documentation standards for registering properties in the National Register of Historic Places and meets the procedural and professional requirements set forth in 36 CFR Part 60. In my opinion, the property \_\_\_\_\_ meets \_\_\_\_\_ does not meet the National Register criteria. I recommend that this property be considered significant \_\_\_\_\_ nationally \_\_\_\_\_ statewide \_\_\_\_\_ locally.*

Any official not believing the property meets the National Register criteria may provide his or her explanation on the same continuation sheet.

## COMPLETING THE SECOND SIGNATURE BLOCK

The commenting official, if any, completes the second signature block by:

1. marking "x" in the box that indicates his or her opinion on the eligibility of the resource, and
2. signing the form and entering his or her title, the date, and the name of the State or, for Federal officials, the abbreviated name of the agency and bureau (see *Appendix III* for abbreviations).

Any commenting official not believing the property meets the National Register criteria also marks "x" in the box for "see continuation sheet" and provides an explanation on a continuation sheet.

Additional commenting officials sign a continuation sheet containing the following statement:

*In my opinion, the property \_\_\_\_\_ meets \_\_\_\_\_ does not meet the National Register criteria.*

The same continuation sheet may be used for the explanation of a commenting official not believing the property meets the National Register criteria.

A continuation sheet with the above statement may be used in place of the second signature block, if a certifying official chooses to send the commenting officials a copy of the completed registration form rather than the original.

Whenever continuation sheets are used for the opinions of commenting officials, the certifying agency should mark "x" in the box for "see continuation sheet" on the form and provide each commenting official with a continuation sheet ready to complete, sign, and date.

## CERTIFYING PROPERTIES IN STATES WITH NO APPROVED STATE PROGRAM

In States with no approved State program, a local government official or a private individual may nominate properties directly to the National Register according to the procedures set forth in 36 CFR Part 60.

In these cases, section 3 is left blank and the individual or local official submits the completed form to the National Park Service with a letter. The letter must include the following items:

1. A statement that the documentation is accurate and meets the professional standards outlined in the National Register regulations.
2. The signature of the person making the nomination, plus his or her title, affiliation, mailing address, and daytime telephone number.
3. The names and mailing addresses of the appropriate local government official and all legal property owners, so that the National Park Service can notify these individuals in accordance with the National Register regulations.

To find out if a State has an approved program, contact the National Park Service.

## ESTABLISHING SIGNIFICANCE LOCALLY, STATEWIDE, OR NATIONALLY

National Register properties have significance locally, statewide, or nationally. When a property is evaluated for National Register listing, its significance is considered in relationship to other properties and property types within a common historic context, that is a historic theme, period and geographical area: for ex-

ample, “Commercial Development of Greeneville, Tennessee, 1880 to 1930.” This evaluation results in a finding that the property is eligible at one or several levels.

**The certifying official marks “x” in one or more boxes to indicate his or her recommendation on the significance of the property. The**

recommendation must be supported by the documentation on the registration form, including the case made for significance and the development of historic context. Consult *National Register Bulletin 15: How to Apply the National Register Criteria for Evaluation* for guidance on establishing whether a property is significant locally,

statewide, or nationally.

Mark “national” only if the property is documented as having national importance in the registration form and should be considered for designation as a National Historic Landmark. (See *Chapter V, Documenting Nationally Significant Properties.*)

---

# APPENDIX VIII: INSTRUCTIONS FOR DETERMINING UTM REFERENCES

---

The Universal Transverse Mercator (UTM) Grid System provides a simple and accurate method for recording the geographic location of a historic property. The UTM Grid System has a number of advantages over the Geographic Coordinate System of latitude and longitude, particularly speed, precision, and the use of linear, metric units of measure. Determining UTM references, in its simplest application, requires only a straightedge, a coordinate counter, and a sharp pencil as working tools. (The coordinate counter, a plastic measuring tool, may be obtained from J & J Reproduction and Drafting Supplies, Inc., 9017-F Mendenhall Court, Columbia, MD 21045.)

The UTM grid references may be determined from many USGS quadrangles published since 1950, and all published since 1959. If there is no USGS map with UTM ticks for a location, enter the geographic coordinates for the location of the property using latitude and longitude or a State's grid system.

In the UTM system, the Earth is divided into 60 zones, running north and south, each 6 degrees wide. Each zone is numbered (most of the USA is included in zones 10 through 19), beginning at the 180-degree meridian near the International Date Line. On a USGS map, each zone is flattened and a square grid is marked off in meters superimposed upon it. Any point in the zone may be referenced by citing its zone number, its distance in meters from a north-south reference line ("easting"), and its distance in meters from the Equator

("northing"). These three figures—the zone number, easting, and northing—make up the complete UTM grid reference for any point and distinguish it from any other point on Earth.

The simplest method of determining a UTM reference is based on drawing part of the UTM grid on the map, and measuring from the grid lines to the point. It requires the following:

- a flat work surface on which the map may be spread out in full
- a straightedge (ordinary rulers may not be accurate enough) long enough to reach completely across the map—generally 28" to 36"
- a very sharp pencil and a worksheet
- a UTM coordinate counter

To measure each point, follow these steps:

1. Draw a line from the top of the map to the bottom (north to south), connecting the UTM ticks of the same value directly west of the point, that is the ticks with the highest easting value west of the point.
2. Draw a line from the left to the right side of the map (west to east), connecting the grid ticks of the same value directly south of the point, that is the ticks with the highest northing value south of the point. This line will intersect the north-south

line somewhere to the southwest of the point.

3. Record the zone number on a worksheet. This number appears in the lower left corner of the map.
4. Record on a worksheet the numbers given by the map ticks through which the lines have been drawn. These are the first three digits of the easting value and the first four digits of the northing value.
5. Locate the scale on the coordinate counter matching that of the map, eg. 1:24,000. Align the counter on the map so that:
  - a. the side of the scale that reads from right to left lies along the east-west line.
  - b. the side of the scale that reads from left to right passes directly through the point.

(Check the alignment to be sure that it is precise.)

6. Read the coordinate counter scales, right to left for the easting and upward for the northing to get a measured value in three decimal places. In each case, enter the measured value on the worksheet after the number recorded in step 4.
7. Check the readings—are all figures in the correct decimal place? The easting will have six digits and the northing seven.

8. Check the figures for accuracy by remeasuring.
9. Be sure the following is given: zone number, easting, and northing (Z,E,N).
10. Enter each grid reference on the USGS form (in pencil only) and in section 10 of the registration form (see instructions on page 55).

One UTM reference is required for properties less than ten acres; three or more references for larger properties.

For more information on determining UTM references and obtaining USGS maps, go to the United States Geological Service (USGS) Web site at: **[www.usgs.gov](http://www.usgs.gov)**, or call **1-800-HELP-MAP**.

Appendix VIII is based upon *National Register Bulletin: Using the UTM Grid System to Record Historic Sites*, formerly Bulletin 28, by Wilford P. Cole, National Park Service. Originally published in 1977, the bulletin is no longer in print, but is available in electronic form on the National Register Web site at: **[www.cr.nps.gov/nr](http://www.cr.nps.gov/nr)**.

---

# APPENDIX IX: CONTACTS

---

## STATE HISTORIC PRESERVATION OFFICES

For questions or comments concerning this listing, contact Tawana Jackson at (202) 343-9565, or via e-mail at [Tawana\\_Jackson@nps.gov](mailto:Tawana_Jackson@nps.gov)

### ALABAMA (AL)

State Historic Preservation Officer  
and Executive Director,  
Alabama Historical Commission  
468 South Perry Street  
Montgomery, Alabama 36130-0900  
(334) 242-3184

### ALASKA (AK)

Chief, History and Archeology  
Department of Natural Resources  
Division of Parks and Outdoor  
Recreation  
3601 C Street, Suite 1278  
Anchorage, Alaska 99503-5921  
(907) 269-8715

### AMERICAN SAMOA

Territorial Historic Preservation  
Officer  
c/o Department of Parks and  
Recreation  
American Samoa Government  
Pago Pago, American Samoa 96799  
(684) 633-2384

### ARIZONA (AZ)

State Historic Preservation Officer  
Office of Historic Preservation  
Arizona State Parks  
1300 W. Washington  
Phoenix, Arizona 85007  
(602) 542-4009

### ARKANSAS (AR)

Director Arkansas Historic  
Preservation Program  
1500 Tower Building  
323 Center Street  
Little Rock, Arkansas 72201  
(501) 324-9880

### CALIFORNIA (CA)

State Historic Preservation Officer  
Office of Historic Preservation  
Department of Parks and Recreation  
P. O. Box 942896  
Sacramento, California 94296-0001  
(916) 653-6624

### COLORADO (CO)

State Historic Preservation  
Officer and President,  
Colorado Historical Society  
Colorado History Museum  
1300 Broadway  
Denver, Colorado 80203-2137  
(303) 866-3355

### CONNECTICUT (CT)

State Historic Preservation Officer  
and Director, Connecticut  
Historical Commission  
59 South Prospect Street  
Hartford, Connecticut 06106  
(860) 566-3005

### DELAWARE (DE)

Director  
Division of Historical and Cultural  
Affairs  
Hall of Records  
P. O. Box 1401  
Dover, Delaware 19901  
(302) 739-5313

### DISTRICT OF COLUMBIA (DC)

State Historic Preservation Officer  
and Director, Department of  
Consumer and Regulatory Affairs  
614 H Street, NW, Suite 1120  
Washington, DC 20001  
(202) 727-7120

### FEDERATED STATES OF MICRONESIA (FSM)

Historic Preservation Officer  
Office of Administrative Services  
Division of Archives and Historic  
Preservation  
FM National Government  
P.O. Box PS52  
Palikir, Pohnpei 96941  
Overseas Operator (691) 320-2343

### FLORIDA (FL)

State Historic Preservation Officer  
and Director,  
Division of Historical Resources  
Department of State  
R.A. Gray Building,  
500 S. Bronough Street  
Tallahassee, Florida 32399-0250  
(904) 488-1480

### GEORGIA (GA)

Director, Historic Preservation  
Division  
Department of Natural Resources  
500 The Healey Building  
57 Forsyth Street, NW  
Atlanta, Georgia 30303  
(404) 656-2840

### GUAM (GU)

State Historic Preservation Officer  
Department of Parks and Recreation  
Division of Historic Resources  
Building 13-8  
Tiyon, P.O. Box 2985  
Agana Heights,  
Guam 96910  
011-677-475-6259

### HAWAII (HI)

State Historic Preservation Officer  
Department of Land and  
Natural Resources  
1151 Punchbowl Street  
Honolulu, Hawaii 96813  
(808) 548-6550

### IDAHO (ID)

State Historic Preservation Officer  
210 Main Street  
Boise, Idaho 83702-7264  
(208) 334-3890

### ILLINOIS (IL)

Associate Director Illinois Historic  
Preservation Agency  
Preservation Services Division  
One Old State Capitol Plaza  
Springfield, Illinois 62701  
(217) 785-9045

**INDIANA (IN)**

State Historic Preservation Officer  
and Director,  
Department of Natural Resources  
402 W. Washington Street, Rm. W 274  
Indianapolis, Indiana 46204  
(317) 232-4020

**IOWA (IA)**

Administrator and SHPO  
State Historical Society of Iowa  
600 East Locust Street  
Des Moines, Iowa 50319-0290  
(515) 281-8837

**KANSAS (KS)**

Executive Director  
Kansas State Historical Society  
Cultural Resources Division  
6425 Southwest 6th Avenue  
Topeka, Kansas 66615-1099  
(913) 272-8681 ext. 205

**KENTUCKY (KY)**

State Historic Preservation Officer &  
Director, Kentucky Heritage  
Council  
300 Washington Street  
Frankfort, Kentucky 40601  
(502) 564-7005

**LOUISIANA (LA)**

Assistant Secretary  
Office of Cultural Development  
P.O. Box 44247  
Baton Rouge, Louisiana 70804  
(504) 342-8200

**MAINE (ME)**

Director  
Maine Historic Preservation  
Commission  
55 Capitol Street, Station 65  
Augusta, Maine 04333-0065  
(207) 287-2132

**REPUBLIC OF THE MARSHALL ISLANDS**

Secretary of Interior Affairs and  
Historic Preservation Officer  
P.O. Box 1454  
Majuro, Marshall Islands 96960  
(692) 625-4642

**MARYLAND (MD)**

Executive Director, Historical and  
Cultural Programs  
Department of Housing and  
Community Development  
Peoples Resource Center  
100 Community Place, 3rd Floor  
Crownsville, Maryland 21032-2023  
(410) 514-7600

**MASSACHUSETTS (MA)**

State Historic Preservation Officer  
Executive Director, Massachusetts  
Historical Commission  
Massachusetts Archives Facility  
220 Morrissey Boulevard  
Boston, Massachusetts 02125  
(617) 727-8470

**MICHIGAN (MI)**

State Historic Preservation Officer  
Michigan State Historic Preservation  
Office  
Michigan Historical Center  
717 W. Allegan  
Lansing, Michigan 48918-0001  
(517) 373-0511

**MINNESOTA (MN)**

Director,  
Minnesota Historical Society  
State Historic Preservation Office  
345 Kellogg Boulevard West  
St. Paul, Minnesota 55102  
(612) 296-2747

**MISSISSIPPI (MI)**

Director  
State of Mississippi Department of  
Archives and History  
P.O. Box 571  
Jackson, Mississippi 39205  
(601) 359-6850

**MISSOURI (MO)**

Director  
Department of Natural Resources  
P.O. Box 176  
Jefferson City, Missouri 65102  
(314) 751-4732

**MONTANA (MT)**

State Historic Preservation Officer  
Montana Historical Society  
1410 8th Avenue,  
P.O. Box 201202  
Helena, Montana 59620-1202  
(406) 444-7715

**NEBRASKA (NE)**

Director  
Nebraska State Historical Society  
1500 R Street  
P. O. Box 82554  
Lincoln, Nebraska 68501  
(402) 471-4787

**NEVADA (NV)**

State Historic Preservation Officer  
Department of Museums,  
Library and Arts  
100 S. Stewart Street  
Capital Complex  
Carson City, Nevada 89710  
(702) 687-6360

**NEW HAMPSHIRE (NH)**

Director  
Division of Historical Resources  
P. O. Box 2043  
Concord, New Hampshire 03302-2043  
(603) 271-6435

**NEW JERSEY (NJ)**

Commissioner  
Dept. of Environmental Protection  
CN-402, 401 East State Street  
Trenton, New Jersey 08625  
(609) 292-2885

**NEW MEXICO (NM)**

Director State Historic Preservation  
Division Office of Cultural Affairs  
Villa Rivera Building, 3rd Floor  
228 E. Palace Avenue  
Santa Fe, New Mexico 87503  
(505) 827-6320

**NEW YORK (NY)**

Commissioner,  
Office of Parks,  
Recreation and Historic Preservation  
Empire State Plaza  
Agency Building 1, 20th Floor  
Albany, New York 12238  
(518) 474-0443

**NORTH CAROLINA (NC)**

Director  
Department of Cultural Resources  
Division of Archives and History  
109 East Jones Street  
Raleigh, North Carolina 27601-2807  
(919) 733-7305

**NORTH DAKOTA (ND)**

Superintendent  
State Historical Society of  
North Dakota  
ND Heritage Center  
612 East Boulevard Avenue  
Bismarck, North Dakota 58505-0830  
(701) 328-2672

**COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS**

Historic Preservation Officer  
Department of Community and  
Cultural Affairs  
Commonwealth of the Northern  
Mariana Islands  
Saipan, Mariana Islands 96950  
(670) 664-2120

**OHIO (OH)**

State Historic Preservation Officer  
Historic Preservation Division  
Ohio Historical Society  
567 E. Hudson Street  
Columbus, Ohio 43211-1030  
(614) 297-2470



**OKLAHOMA (OK)**

Executive Director,  
Oklahoma Historical Society and  
State Historic Preservation Officer  
Wiley Post Historical Building  
2704 Villa Prom, Shepherd Mall  
Oklahoma City, Oklahoma 73107  
(405) 522-4484

**OREGON (OR)**

Director, State Parks and Recreation  
Department  
1115 Commercial Street NE  
Salem, Oregon 97310-1001  
(503) 378-5019

**REPUBLIC OF PALAU**

Historic Preservation Officer  
Ministry of Social Services  
Division of Cultural Affairs  
P.O. Box 100,  
Government of Palau  
Koror, Republic of Palau 96940  
(680) 488-2489

**PENNSYLVANIA (PA)**

State Historic Preservation Officer  
Pennsylvania Historical and Museum  
Commission  
P. O. Box 1026  
Harrisburg, Pennsylvania 17108-1026  
(717) 787-2891

**COMMONWEALTH OF PUERTO RICO (PR)**

State Historic Preservation Officer  
La Fortaleza  
P. O. Box 82  
San Juan, Puerto Rico 00901  
(809) 721-2676

**RHODE ISLAND (RI)**

State Historic Preservation Officer  
Historical Preservation Commission  
Old State House  
150 Benefit Street  
Providence, Rhode Island 02903  
(401) 277-2678

**SOUTH CAROLINA (SC)**

Director  
Department of Archives and History  
8301 Parklane Road  
Columbia, South Carolina 29223-4905  
(803) 896-6100

**SOUTH DAKOTA (SD)**

State Historic Preservation  
Officer  
South Dakota State Historical Society  
Historical Preservation  
900 Governors Drive  
Pierre, South Dakota 57501-2217  
(605) 773-3458

**TENNESSEE (TN)**

Deputy Commissioner,  
Department of Environment and  
Conservation and State Historic  
Preservation Officer  
2941 Lebanon Road  
Nashville, Tennessee 37243-0442  
(615) 532-0105

**TEXAS (TX)**

Executive Director  
Texas Historical Commission  
P. O. Box 12276, Capitol Station  
Austin, Texas 78711-2276  
(512) 463-6100

**UTAH (UT)**

State Historic Preservation Officer  
and Director, Utah State Historical  
Society  
300 Rio Grande  
Salt Lake City, Utah 84101  
(801) 533-3551

**VERMONT (VT)**

State Historic Preservation Officer  
and Director, Agency of Com-  
merce and Community Develop-  
ment  
Vermont Division for Historic  
Preservation  
National Life Building, Drawer 20  
Montpelier, Vermont 05620-0501  
(802) 828-3226

**VIRGIN ISLANDS (VI)**

State Historic Preservation Officer  
and Commissioner, Department of  
Planning and Natural Resources  
Foster Plaza, 396-1  
Anna's Retreat  
St. Thomas, Virgin Islands 00802  
(809) 776-8605

**VIRGINIA (VA)**

Director  
Department of Historic Resources  
2801 Kensington Avenue  
Richmond, Virginia 23221  
(804) 367-2323

**WASHINGTON (WA)**

State Historic Preservation  
Officer  
Office of Archaeology and Historic  
Preservation  
Washington State Department of  
Community, Trade, and Economic  
Development  
420 Golf Club Road, SE, Suite 201  
Olympia, Washington 98504  
(360) 407-0765

**WEST VIRGINIA (WV)**

State Historic Preservation Officer  
and Commissioner,  
Division of Culture and History  
1900 Kanawha Boulevard, E.  
Capitol Complex  
Charleston, West Virginia 25305  
(304) 558-0200

**WISCONSIN (WI)**

State Historic Preservation Officer  
and Director, Historic Preservation  
Division State Historical Society  
816 State Street  
Madison, Wisconsin 53706  
(608) 264-6500

**WYOMING (WY)**

State Historic Preservation Officer  
Wyoming State Historic Preservation  
Office  
2301 Central Barrett Building  
Cheyenne, Wyoming 82002  
(307) 777-7697

## TRIBAL PRESERVATION OFFICES

Tribal Preservation Officer  
Hualapai Tribe  
P.O. Box 310  
Peach Springs, AZ 86434  
(520) 769-2223

Tribal Preservation Officer  
Yurok Tribe  
1034 6th Street  
Eureka, CA 95501-1126  
(707) 444-0433

Tribal Preservation Officer  
Leech Lake Band of Chippewa  
Indians  
R.R. 3, P.O. Box 100  
Cass Lake, MN 55633  
(218) 335-8095

Tribal Preservation Officer  
Standing Rock Sioux Tribe  
P.O. Box D  
Fort Yates, ND 58538  
(701) 854-2120

Tribal Preservation Officer  
Narragansett Indian Tribe  
Archeological/Anthropological  
Committee  
P.O. Box 700  
Wyoming, RI 02898  
(401) 364-3977

Tribal Historic Officer  
Lac du Flambeau Band  
of Lake Superior Chippewa  
Indians  
P.O. Box 67  
Lac du Flambeau, WI 54538  
(715) 588-3303

Tribal Preservation Officer  
White Mountain Apache Tribe  
P.O. Box 700  
Whiteriver, AZ 85941  
(520) 338-5430

Tribal Preservation Officer  
Mille Lacs Band of Ojibwe  
HCR 67, Box 194  
Onamia, MN 56359  
(320) 532-4181

Tribal Preservation Officer  
Confederated Tribes of the Umatilla  
Indian Reservation  
P.O. Box 638  
Pendleton, OR 97801  
(541) 276-1966

Tribal Preservation Officer  
Confederated Tribes of the Colville  
Reservation  
P.O. Box 150  
Nespelem, WA 99155  
(509) 634-8890

Tribal Preservation Officer  
Museum and Cultural Services  
Tunica-Biloxi Indians of Louisiana  
P.O. Box 331  
Marksville, LA 71351  
(318) 253-9767

Tribal Preservation Officer  
Confederated Salish and Kootenai  
Tribes of the Flathead Nation  
P.O. Box 278  
Pablo, MT 59855  
(406) 675-2700

Tribal Preservation Officer  
Confederated Tribes of the Warm  
Springs Reservation in Oregon  
P.O. Box C  
Warm Springs, OR 97761  
(541) 553-3265

Tribal Preservation Officer  
Spokane Tribe of Indians  
P.O. Box 100  
Wellpinit, WA 99040  
(509) 258-4581

Tribal Preservation Officer  
Mescalero Apache Tribe  
P.O. Box 227  
Mescalero, NM 88340  
(505) 671-4494

Tribal Preservation Officer  
Navajo Nation  
P.O. Box 4950  
Window Rock, AZ 86515  
(520) 871-6437

Tribal Preservation Officer  
Cheyenne River Sioux Tribe  
P.O. Box 590  
Eagle Butte, SD 57625  
(605) 964-2542

## **OTHER PRESERVATION ORGANIZATIONS**

**NATIONAL TRUST FOR  
HISTORIC PRESERVATION**  
President  
National Trust for Historic  
Preservation  
1785 Massachusetts Avenue NW.  
Washington, DC 20036  
(202) 588-6000

**NATIONAL CONFERENCE OF  
STATE HISTORIC  
PRESERVATION OFFICERS  
(NCSHPO)**  
Executive Director  
National Conference of State Historic  
Preservation Officers  
Hall of the States  
444 No. Capitol Street, NW., Suite 332  
Washington, DC 20001  
(202) 624-5465

**THE ADVISORY COUNCIL ON  
HISTORIC PRESERVATION**  
Executive Director  
Advisory Council on Historic  
Preservation  
The Old Post Office Building  
1100 Pennsylvania Avenue NW.  
Suite 809  
Washington, DC 20004  
(202) 606-8503

**ADVISORY COUNCIL ON  
HISTORIC PRESERVATION,  
OFFICE OF EDUCATION AND  
PRESERVATION**  
Director  
Office of Education & Preservation  
Assistance  
Old Post Office Building  
1100 Pennsylvania Avenue NW.,  
Suite 803  
Washington, DC 20004  
(202) 606-8505

**NATIONAL INSTITUTE FOR THE  
CONSERVATION OF CULTURAL  
PROPERTY**  
President  
National Institute for the  
Conservation of Cultural Property  
3299 K Street NW., Suite 602  
Washington, DC 20037  
(202) 625-1495

# FEDERAL PRESERVATION OFFICERS

## DEPARTMENT OF AGRICULTURE

Director

Conservation and Environmental  
Protection Division

Farm Service Bureau

1400 Independence Avenue, S.W.

Stop 0513

Washington, DC 20013

Senior Environmental Specialist

Rural Housing and Community

Development Service

Room 6303

14th Street and Independence

Avenue S.W.

Washington, DC 20250

Preservation Officer

Forest Service

Auditors' Building, 4 Central

P.O. Box 96090

Washington, DC 20090-6090

Environmental Policy Specialist

Electric Staff Division, Rural Utilities

Room 2240

14th Street and Independence

Avenue, S.W.

Washington, DC 20250

National Archeologist

Economics and Social Sciences

Division

Natural Resources Conservation

Service,

P.O. Box 2890

Washington, DC 20013-2890

## DEPARTMENT OF COMMERCE

Federal Preservation Officer, National

Program Division

Department of Commerce

Office of Federal Property Programs

Room 1040

14th Street and Constitution

Avenue, N.W.

Washington, DC 20230

Economic Development

Administration

Department of Commerce

Room 7019, Herbert Hoover Building

14th Street and Constitution

Avenue, N.W.

Washington, DC 20230

Office of Ocean and Coastal Resource  
Management

National Oceanic and Atmospheric  
Administration

1305 East-West Highway

Silver Spring, Maryland 20901

## DEPARTMENT OF DEFENSE

Deputy Assistant Secretary for the

Air Force

(Environmental Safety and Occupa-  
tional Health) SAF/MIQ

Room 5C 866

1660 Air Force Pentagon

Washington, DC 20330-1660

Deputy Assistant Secretary for the

Army

(Environmental Safety and  
Occupational Health)

Room 2E 577

110 Army Pentagon

Washington, DC 20310-01 10

Preservation Officer

Directorate of Civil Works,

U.S. Army Corps of Engineers

Washington, DC 20314-1000

Navy Federal Preservation Officer

Office of the Assistant Secretary of the

Navy, 1000 Navy Pentagon

Washington, DC 20360-5000

## DEPARTMENT OF EDUCATION

Federal Preservation Office

Department of Education

555 New Jersey Avenue, N.W.

Washington, DC 20208-1430

## DEPARTMENT OF ENERGY

Office of Environmental Guidance

Department of Energy

1000 Independence Avenue, S.W.

Washington, DC 20585

Secretary

Federal Energy Regulatory

Commission

PR-11.2

888 First Street, N.E.

Washington, DC 20426

## DEPARTMENT OF HEALTH AND HUMAN SERVICES

Historic Preservation Officer

Department of Health and Human  
Services

Room 4714, Cohen Building

330 Independence Avenue, S.W.

Washington, DC 20201

Federal Preservation Officer  
National Institutes of Health

Facilities Planning Office

Building 13, Room 2W48

Bethesda, Maryland 20892

## DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

Director

Office of Environment and Energy

Department of Housing and Urban  
Development,

Room 7240

451 7th Street, S.W.

Washington, DC 20410

## DEPARTMENT OF THE INTERIOR

Federal Preservation Officer

Environmental Services

Bureau of Indian Affairs

Mail Stop 4525 (MIB),

Department of the Interior

1849 C Street, N.W.

Washington, DC 20245

Federal Preservation Officer

Bureau of Land Management (240)

204-LS

1849 C Street, N.W.

Washington, DC 20240

Assistant Director

Refuges and Wildlife

Mail Stop 3248-MIB,

Fish and Wildlife Service

1849 C Street, N.W.

Washington, DC 20240

Archeologist

Branch of Environmental Operations  
and Analysis

Mineral Management Service,

Mail Stop 4360

381 Elden Street

Herndon, Virginia 22070

Federal Preservation Officer

Cultural Resource Stewardship and  
Partnerships

National Park Service

Room 3128

1849 C Street, N.W.

Washington, DC 20240

Federal Preservation Officer

Division of Regulatory Programs

Office of Surface Mining

1951 Constitution Avenue, N.W.

Washington, DC 20240

Federal Preservation Officer  
Environmental Affairs Program  
U.S. Geological Survey,  
National Center  
Mail Stop 423  
12201 Sunrise Valley Drive  
Reston, Virginia 22092

#### **DEPARTMENT OF JUSTICE**

Federal Preservation Officer  
Department of Justice, Suite 1060  
National Place Building  
1331 Pennsylvania Avenue, N.W.  
Washington, DC 20250

#### **DEPARTMENT OF LABOR**

Federal Preservation Officer  
Division of Administrative Services  
Department of Labor, Room C-4513  
200 Constitution Avenue, N.W.  
Washington, DC 20210

#### **DEPARTMENT OF STATE**

Federal Preservation Officer  
Office of Operations  
Department of State  
Room 1878  
2201 C Street, N.W.  
Washington, DC 20520

#### **DEPARTMENT OF TRANSPORTATION**

Federal Preservation Officer  
Environmental Division  
Office of Transportation Regulatory  
Affairs  
Department of Transportation,  
Environmental Division (P-14)  
400 7th Street, S.W.  
Washington, DC 20590

Federal Preservation Officer  
Office of Environment and Energy  
AEE-300  
Federal Aviation Administration  
800 Independence Avenue, S.W.  
Washington, DC 20591

Federal Preservation Officer  
Environmental Analysis Division,  
HEP-40  
Federal Highway Administration  
400 7th Street, S.W., Room 3240  
Washington, DC 20590

Federal Preservation Officer  
Office of Policy, Room 8302, RRP-32  
Department of Transportation  
400 7th Street, S.W.  
Washington, DC 20590

Federal Preservation Officer  
Federal Transit Administration  
Department of Transportation,  
(TGM-22)  
400 7th Street, S.W.  
Washington, DC 20590

#### **DEPARTMENT OF THE TREASURY**

Environmental Programs Officer  
Treasury Department Annex Building  
Room 6140  
Washington, DC 20220

#### **DEPARTMENT OF VETERANS AFFAIRS**

Federal Preservation Officer  
Historic Preservation Office (086B)  
Department of Veterans Affairs  
810 Vermont Avenue, N.W.  
Washington, DC 20420

#### **ENVIRONMENTAL PROTECTION AGENCY**

Federal Preservation Officer  
Office of Federal Activities  
Environmental Protection Agency,  
410 M Street, S.W.  
(2232-A)  
Washington, DC 20460

#### **FEDERAL COMMUNICATIONS COMMISSION**

Federal Preservation Officer  
Office of the General Counsel  
Federal Communications  
Commission  
Room 616  
1919 M Street, N.W.  
Washington, DC 20554

#### **FEDERAL DEPOSIT INSURANCE CORPORATION**

Federal Preservation Officer  
Division of Supervision, Room 5028  
Federal Deposit Insurance  
Corporation  
550 17th Street, N.W.  
Washington, DC 20429

#### **FEDERAL HOUSING FINANCE BOARD**

Federal Preservation Officer  
Federal Housing Finance Board  
Housing Finance Directorate  
1777 F Street, N.W.  
Washington, DC 20429

**FEDERAL EMERGENCY  
MANAGEMENT AGENCY**  
Federal Preservation Officer  
Federal Emergency Management  
Agency  
Room 714  
500 C Street, S.W.  
Washington, DC 20006

#### **GENERAL SERVICES ADMINISTRATION**

Director, Arts and Historic  
Preservation  
Public Buildings Service  
General Services Administration  
Room 4209  
1800 F Street, N.W.  
Washington, DC 20405

#### **INTERSTATE COMMERCE COMMISSION**

Chief  
Section of Energy and Environment  
Interstate Commerce Commission  
12th Street and Constitution  
Avenue, N.W.  
Washington, DC 20423

#### **LIBRARY OF CONGRESS**

Federal Preservation Officer  
American Folklife Center  
Library of Congress  
Washington, DC 20540-8100

#### **METROPOLITAN WASHINGTON AIRPORTS AUTHORITY**

Federal Preservation Officer  
Metropolitan Washington Airports  
Authority  
Engineering Division, MWAA  
Washington National Airport  
Washington, DC 20001-4901

#### **NATIONAL AERONAUTICS AND SPACE ADMINISTRATION**

Federal Preservation Officer  
Facilities Engineering Division,  
Code JXG,  
NASA Headquarters  
Two Independence Square, S.W.  
Washington, D.C. 20546

#### **NATIONAL CAPITAL PLANNING COMMISSION**

Federal Preservation Officer  
National Capital Planning  
Commission  
Suite 301  
801 Pennsylvania Avenue, N.W.  
Washington, DC 20576

**NATIONAL ENDOWMENT FOR  
THE ARTS**

Federal Preservation Officer  
National Endowment for the Arts  
1100 Pennsylvania Avenue, N.W.,  
Room 522  
Washington, DC 20506

**NATIONAL ENDOWMENT FOR  
THE HUMANITIES**

Federal Preservation Officer  
National Endowment for the  
Humanities  
1100 Pennsylvania Avenue, Room 420  
Washington, DC 20506

**NATIONAL SCIENCE  
FOUNDATION**

Federal Preservation Officer  
Office of Legislative and Public  
Affairs  
National Science Foundation  
4201 Wilson Boulevard  
Arlington, Virginia 22230

**NUCLEAR REGULATORY  
COMMISSION**

Federal Preservation Officer  
Nuclear Regulatory Commission  
Mail Stop 3D-23  
Washington, DC 20555

**OFFICE OF PERSONNEL  
MANAGEMENT**

Federal Preservation Officer  
Office of Personnel Management  
Washington, DC 20555

**PENNSYLVANIA AVENUE  
DEVELOPMENT CORPORATION**

Federal Preservation Officer  
Design and Planning  
Pennsylvania Avenue Development  
Corporation  
Suite 1220 North  
1331 Pennsylvania Avenue, N.W.  
Washington, DC 20004

---

# APPENDIX X: LIST OF NATIONAL REGISTER BULLETINS

---

## **The Basics**

How to Apply National Register Criteria for Evaluation \*

Guidelines for Completing National Register of Historic Places Form

Part A: How to Complete the National Register Form \*

Part B: How to Complete the National Register Multiple Property Documentation Form

Researching a Historic Property \*

How to Prepare National Historic Landmark Nominations \*

## **Property Types**

Guidelines for Evaluating and Documenting Historic Aids to Navigation \*

Guidelines for Identifying, Evaluating and Registering America's Historic Battlefields \*

Guidelines for Evaluating and Registering Historical Archeological Sites \*

Guidelines for Evaluating and Registering Cemeteries and Burial Places \*

How to Evaluate and Nominate Designed Historic Landscapes \*

Guidelines for Identifying, Evaluating and Registering Historic Mining Sites \*

How to Apply National Register Criteria to Post Offices \*

Guidelines for Evaluating and Documenting Properties Associated with Significant Persons

Guidelines for Evaluating and Documenting Properties That Have Achieved Significance Within the Last Fifty Years \*

Guidelines for Evaluating and Documenting Rural Historic Landscapes \*

Guidelines for Evaluating and Documenting Traditional Cultural Properties \*

Nominating Historic Vessels and Shipwrecks to the National Register of Historic Places

## **Technical Assistance**

Contribution of Moved Buildings to Historic Districts; Tax Treatments for Moved Buildings; and Use of Nomination Documentation in the Part I Certification Process

Defining Boundaries for National Register Properties\*

Guidelines for Local Surveys: A Basis for Preservation Planning \*

How to Improve the Quality of Photographs for National Register Nominations

National Register Casebook: Examples of Documentation \*

The above publications may be obtained by writing to the National Register of Historic Places, National Park Service, 1849 C Street, NW, Washington, D.C. 20240. Publications marked with an asterisk (\*) are also available in electronic form on the World Wide Web at [www.cr.nps.gov/nr](http://www.cr.nps.gov/nr), or send your request by e-mail to [nr\\_reference@nps.gov](mailto:nr_reference@nps.gov).