ANALYZING GEORGIA'S HISTORIC RESOURCE SURVEY PROGRAM: A LOOK

AT DATA QUALITY AND DATA MANAGEMENT

by

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(Under the Direction of Mark Reinberger)

ABSTRACT

Historic preservation has long been a part of Georgia and United States history, and with preservation planning. Historic resource survey was one of the first nationally standardized effective preservation tools. Since its inception as a New Deal era program, the Historic American Building Survey has changed the ways in which historic resources are viewed. This thesis will examine Georgia's historic resource survey program within the context of these and other historic resource survey standards. It will then look at two other state programs before examining specific elements within the survey process. This thesis will attempt to make recommendations on the basis of improving the effectiveness and efficiency of Georgia's historic resource survey program through data quality and data management.

INDEX WORDS: environmental review, historic resource survey, historic
                 preservation, heritage conservation, geodatabase, GIS, preservation
                 planning, Section 106

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DEDICATION

I would like to dedicate this thesis to all family and friends who have encouraged

and supported me throughout the years. My parents and my sister will always be my

number one fans, and for that I will forever be grateful. My friends, especially those I

made in Athens, are the reason this thesis was completed. Your encouragement and late

night writing sessions are what helped me power through. And finally to those loved ones

that are more than friends and not quite family yet, you mean more to me than I can

express; thank you for being there through every moment.

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CHAPTER 1

INTRODUCTION

Historic preservation has long been a part of Georgia and United States history

and was one of the first nationally standardized effective preservation tools. Today

survey is essential to and often the first step in preservation planning.

National standards and guidelines provide the framework for state historic

preservation programs, which each have their own set of standards. While the states'

programs are similar in what they do concerning historic resource survey, the purpose

and functions of the programs vary. A state program should consider the purpose of

historic resource survey, who conducts field surveys, what should be surveyed, what

research is needed before and after a field survey, how to conduct field survey, the

collection and organization of field data, and the accessibility of that data to researchers

and the public. Because this topic is so broad and complex, only a few of these elements

will be examined.

This thesis examines two areas for improvement that are at the center of

conducting historic resource survey: the survey form and the information database. With

an interest in geographic databases and geographic information systems, I assessed

Georgia's geographic database for its data quality. After noticing many inconsistencies

and inaccuracies within the data, it was also logical to examine the historic resource

survey form. The information within a database can only be as good as the information

gathered on the form and entered in the database. This thesis will attempt to make

recommendations based on improving effectiveness and efficiency of Georgia's historic

resource survey program through data consistency and data management.

The comparative examples were chosen based on the similarities in programs and

their historic resource databases. The states' sizes compared to Georgia's were also taken

into consideration. The Georgia historic resource survey program is currently exploring

changes to their historic resource survey methodology. Because their research is in its

testing phases, and has yet to be released as the new methodology, it will not be discussed

in this thesis. Georgia's archaeological survey will also not be discussed in detail,

because it is handled differently than historic resource survey, and has its own set of

questions and areas for improvement.

<p style="text-align:center">The Big Idea</p>

The idea for the topic came from a series of projects completed by the Center for

Community Design and Preservation for the City of Oxford, Georgia. The Center for

Community Design and Preservation (CCDP) is the public service and outreach office for

the College of Environment and Design at the University of Georgia, and works on a

variety of projects for cities and counties statewide. In the spring of 2016 the CCDP was

hired by the City of Oxford to complete three main projects, the first of which was a

historic resource survey of the city. Housed within the CCDP is the FindIt! program, a

"statewide cultural resource survey program sponsored by the Georgia Transmission

Corporation (GTC) in partnership with the Georgia Department of Natural Resources,

Historic Preservation Division."[1] FindIt! was responsible for completing the historic

resource survey for the City of Oxford. The survey found a total of 282 resources within

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[1] Laura Kviklys, "A Public Service and Outreach Program at UGA's College of Environment and Design,"
FindIT, posted on December 8, 2011, accessed January 25, 2017,
http://findit.uga.edu/index.php/2011/12/hello-world.

<p style="text-align:center">2</p>

the City of Oxford that were over 40 years old. The data collected in the field was then

entered into Georgia's Natural, Archaeological, and Historic Resources Geographic

Information System (GNAHRGIS), an interactive online geographic database run by the

Historic Preservation Division (HPD) which maps the surveyed resources.[2] Upon

receiving the historic resource survey report the City of Oxford was concerned that the

report had left out much of the historic research the city had already conducted through

the Oxford Historical Society, and believed they would get individual building histories

based on fieldwork. It was clear that their expectations for the historic resources survey

were higher than what is normative for FindIt! to complete in a historic resource survey.

I had been hired in June 2016 to help wrap up the three outstanding projects. In

order to understand the disparity about the historic resource survey conducted for the City

of Oxford by the FindIt! program, I first asked the program coordinator of FindIt! to

define the level of intensity for a typical FindIt! survey. She explained that the program

conducts historic resource surveys at a level between what the state deems as a phase 1

and phase 2 survey.[3] The HPD has recently updated the files on their website, including

their historic resource survey form and their survey manual. The previous historic

resource survey manual defined two phases of historic resource survey and three phases

of archaeological survey. The two phases of historic resource survey were based on the

National Register Bulletin 24 guidelines for local surveys, which defines the two levels of

survey as the following:

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[2] "Historic Resources Survey: Identifying what's historic about your community," Georgia Department of Natural Resources | Historic Preservation Division, accessed January 25, 2017, http://www.georgiashpo.org/register/survey.
[3] Laura Kviklys, "FindIt! Surveys," interviewed by author, June 08, 2016.

Reconnaissance: a "once over lightly" inspection of an area, most useful

for characterizing its resources in general and for developing a basis for

deciding how to organize and orient more detailed survey efforts

Intensive: a close and careful look at the area being surveyed. It is

designed to identify precisely and completely all historic resources in the

area. It generally involves detailed background research, as well as a

thorough inspection and documentation of all historic properties in the

field.[4]

Based on these definitions it was confirmed that the FindIt! surveys are more than

reconnaissance, but less than an intensive level survey, in that the typical FindIt! survey

does not normally do in-depth individual building histories, but does thoroughly inspect

all historic resources 40 years old and older to the HPD standards. So, while the City of

Oxford was expecting the survey to conduct historic research, the FindIt! team was not

contracted to look at the history of the city. The incongruity fell in the communication of

the intensity of the survey.

The City of Oxford turned to Georgia's Natural, Archaeological, and Historic

Resources Geographic Information System (GNAHRGIS) in an attempt to update the

information and use it to create their own maps. Upon understanding they could not as

general users edit the survey information on GNAHRGIS, the CCDP was tasked with

visually articulating the survey information along with the additional historical research

given by the City of Oxford. The team at the CCDP produced a series of maps to inform

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[4] Anne Derry and Patricia L. Parker, *Guidelines for Local Surveys: A Basis for Preservation Planning*, (Washington, DC: National Register of Historic Places, Interagency Resources Division, National Park Service, U.S. Dept. of the Interior, 1985), accessed July 06, 2016, https://www.nps.gov/nr/publications/bulletins/nrb24/.

the City of Oxford and the general public about their findings. Used for preservation planning, these maps were able to inform the other two projects the CCDP completed for the city, which created a wayfinding system, a trail system, and a public park. The projects were completed in January 2017, but the ambiguity about Georgia's historic resource survey program remained. That is what sparked my interest in understanding how to improve the program.

<u>Structure</u>

Since its inception as a New Deal era program, the Historic American Building Survey has changed the ways in which historic resources are viewed. Chapter 2 will explore the Historic American Buildings Survey and other historic documents, guidelines, and standards to provide a context for historic resource survey within the United States and Georgia, as well as abroad.

After examining nationwide standards, Chapter 3 will briefly examine the historic resource survey programs of two other states: North Carolina and Washington. Chapter 4 examines Georgia's historic resource survey program within the context of these case studies and the historic resource survey standards.

Further narrowing down the study of the thesis to data quality and data management, Chapters 5 and 6 look at specific elements within the historic resource survey process. The survey form and the database in which all surveys are recorded and maintained are essential elements to any historic resource survey program. These chapters will specifically look at Georgia, North Carolina, and Washington's survey forms and geographic databases to gather an understanding of what exists and to make recommendations for improvement.

CHAPTER 2

CONTEXT

The purpose of any historic resource survey is to document historic and cultural resources in an effort to protect those resources, whether physically or in memory. Frequently surveys are the only remaining evidence of buildings long demolished. Initially survey was meant to just record historic buildings; today survey is used as a planning tool in order to prevent the destruction of historic and cultural resources.

The first effort at a national level to protect historic, cultural, and natural resources in danger of destruction was done through the Antiquities Act of 1906. The law states that "the President may, in the President's discretion, declare by public proclamation historic landmarks, historic and prehistoric structures, and other objects of historic or scientific interest that are situated on land owned or controlled by the Federal Government to be national monuments."[5] Since its approval, 157 monuments have been designated by sixteen Presidents.[6] The original intent of "the Antiquities Act was a response to concerns over theft from and destruction of archaeological sites."[7] The historic and cultural resource surveys today serve this purpose, but due to their inclusion in the planning process are more preventative of, rather than reactive to, the threat of destruction.

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[5] "54 U.S. Code § 320301 – National Monuments," LII/Legal Information Institute, accessed February 04, 2017, https://www.law.cornell.edu/uscode/text/54/320301.

[6] "Monuments Protected Under the Antiquities Act," National Park Conservation Association, published January 13, 2017, accessed February 4, 2017, https://www.npca.org/resources/2658-monuments-protected-under-the-antiquities-act#sm.001vqtu9wvyufhm10y716bqyy72lj.

[7] Carol Hardy Vincent, *National Monuments and the Antiquities Act*, U.S. Rept, Congressional Research Service, September 06, 2016, page 2.

The Organic Act of 1916, signed by President Woodrow Wilson, created the

National Park Service under the Department of the Interior. Conservation is at the core of

the National Park Service's mission and has been the driving force among federal

agencies for the protection and preservation of historic and cultural resources in this

country. The National Park Service now cares for more than 400 areas spanning more

than 84 million acres across the United States and its territories. National parks can only

be created through acts of Congress, yet the President can still designate national

monuments.[8]

<p align="center">Historic American Buildings Survey</p>

As part of President Franklin D. Roosevelt's "New Deal" administration in

response to the Great Depression, the Historic American Buildings Survey (HABS) was

established as a federal program in 1933. It was the first significant preservation tool that

was standardized at a national level, and it is still used today though not to the same

capacity as it was in the 1930s. The purpose of HABS was to "create a public archive of

America's architectural heritage, consisting of measured drawings, historical reports, and

large-format black & white photographs."[9] The HABS collection is housed in the Library

of Congress in Washington D.C. The collection includes "more than 556,900 measured

drawings, large-format photographs, and written histories for more than 38,600 historic

structures and sites dating from Pre-Columbian times to the twentieth century."[10] The

Library of Congress is in the process of digitizing all of their survey records. This

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[8] "History," National Park Service, accessed February 3, 2017, https://www.nps.gov/aboutus/history.htm.
[9] *Historic American Buildings Survey: Guidelines for Historical Reports*, Publication, Washington D.C.: National Park Service, page 1.
[10] "Historic American Buildings Survey/Historic American Engineering Record/Historic American Landscapes Survey," Library of Congress, accessed February 4, 2017, http://www.loc.gov/pictures/collection/hh.

publically accessible record, with its attention to detail, has aided restoration and interpretation efforts for historic properties across the country.

The Historic American Buildings Survey was also instrumental in establishing the national standards for documenting and recording historic and cultural resources. HABS developed two types of survey reports with different levels of intensity: short format and outline format. Both survey reports are accompanied by measured drawings and photographs, each with their own standards and guidelines.

The short format survey is "used in cases wherein research time [is] limited or research yield[s] little information on the building."[11] This short form survey – an example of which can be found in the Appendix on page 111 – was generally used when large numbers of buildings needed a concise assessment. The short format survey is usually between one and two pages long and addresses the following topics: name, location, significance, description, history, sources, historian, and project information.[12] The short form report is the minimum survey accepted as a complete HABS survey.

The outline format is the expanded and more intense version of the two HABS surveys. The name of the format, "outline," comes from the appearance of the report itself; it was formatted "as an outline and with proper headings and indentations."[13] The first component assessed in an outline format survey report includes all the standard information on a short format survey. The survey report is then split into three parts: historical information, architectural information, and sources of information. The historical information section includes a physical history detailing the date of construction, architect, original and subsequent owners, builders, original plans and any

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[11] *Historic American Buildings Survey: Guidelines for Historical Reports*, page 2.
[12] Ibid., pages 3-4.
[13] Ibid., page 4.

alterations, as well as the historical context for the building. The architectural information is a highly detailed description of the building beginning with a general statement, before describing the exterior and interior, in respective order, and ending with a site description to include any outbuildings.[14]

The third part of the report, known as sources of information, includes measured drawings and photographs taken of the building and is used to proof the highly detailed written description. While the outline survey is significantly more intense than the short format survey, there is room for adjustments. Based on available information, certain sections of the outline format survey form can be omitted while others are added when needed.[15] An example of an outline format survey can be found in the Appendix on pages 119 through 139.

For several decades, HABS was alone in the National Park Service's toolbox for historic resource survey. However, in 1969 the National Park Service established the Historic American Engineering Record (HAER) "to document historic sites and structures related to engineering and industry."[16] In order to more comprehensively document the country's historic and cultural resources, the National Park Service more recently established the Historic American Landscape Survey (HALS) in 2000 to accompany the HABS and HAER collections.[17] With the combination of the three surveys the National Park Service, Historic Documentation Program hopes to provide a comprehensive collection of the nation's historic and cultural resources.

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[14] Ibid., pages 4-9.
[15] Ibid., page 4.
[16] "Historic American Engineering Record (HAER)," National Park Service, Heritage Documentation Programs, last updated April 30, 2016, accessed February 4, 2017, https://www.nps.gov/hdp/haer/index.htm.
[17] "Historic American Landscape Survey (HALS)," National Park Service, Heritage Documentation Programs, last updated April 30, 2016, accessed February 4, 2017, https://www.nps.gov/hdp/haer/index.htm.

National Historic Preservation Act of 1966

The National Historic Preservation Act was signed into law by President Lyndon B. Johnson in 1966. The act called for the National Park Service to provide funding assistance and a basis for: technical knowledge and tools; the creation of State Historic Preservation Offices, with a State Historic Preservation Officer appointed by the Governor of each state, that would match federal funding and design a statewide preservation program tailored to the needs of each individual state; the creation of the Advisory Council on Historic Preservation to advise Federal programs and decisions as they impacted historic properties; and to legalize the importance of historic and cultural resources in regards to the effects of federal planning and decision making on those resources through Section 106 of the act.[18] This piece of legislation was instrumental in establishing a nationwide consensus that historic resources are worthy of state and federal protection. Since its signing, the National Historic Preservation Act has been amended several times, but it still remains one of the most important pieces of legislation for the field of historic preservation.

Section 106 of the National Historic Preservation Act requires any project receiving federal funding to account for the impact of the project on historic resources. Any the agency implementing a project receiving federal funds must complete a historic resource survey to determine the eligibility of any potentially historic resources found in the project area. Often, mitigation for adverse effects must also be completed, and that work can vary in type, format, and style. Figure 2-1 illustrates this complexity:

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[18] "The National Historic Preservation Program: Overview," Advisory Council on Historic Preservation, last updated April 26, 2016, accessed February 5, 2017, http://www.achp.gov/overview.html.

Initiate Section 106 process

Step 1: Identify historic properties
Determine if there are any properties...
- on the National Register of Historic Places, or
- meeting eligibility criteria for the National Register.

If eligibility is unclear, consult with National Park Service.

No historic property found or affected by project.

Historic property(ies) found

Notify SHPO/THPO no historic properties were found or affected

Identify appropriate SHPO/THPO

Solicit public input

Identify other consulting parties

Allow 30 days for objection by SHPO/THPO

Objection by SHPO/THPO

Consult with appropriate parties

Conduct additional studies as necessary

Step 2: Assess effects
Use criteria for Advisory Council's regulations

No adverse effects

Adverse effect(s)

Disagreement over effects

Step 3: Consultation
Identify ways to avoid, minimize, or mitigate adverse effects.

Memorandum of Agreement (MOA) developed

No MOA developed

All parties accept MOA.

If SHPO terminates consultation, agency and council may conclude MOA without SHPO involvement.

If THPO terminates consultation, Council must provide written comments to agency.

Agency documents decision.

Option to proceed with project

Section 106 diagram.

Figure 2-1: Section 106 Process[19]

The National Historic Preservation Act also established the National Register of

Historic Places. This list of historic properties is made up of sites, buildings, objects,

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[19] Norman Tyler, contributions by Ted J. Ligibel and Ilene R. Tyler, *Historic Preservation: an Introduction to its History, Principles, and Practice*, (New York, NY: W.W. Norton & Company, Inc., 2009), page 52.

structures, and districts deemed significant and that have been through the outlined

nomination review and process. The National Register contains over 95,000 historic

properties and continues to grow.[20] Many National Register nominations are written after

a historic resource survey has been conducted, so that a property's significance can be

comprehensively evaluated.

<u>National Register Bulletin 24</u>

In the fifty years since the National Historic Preservation Act of 1966, the

National Park Service has published several National Register Bulletins to provide

"guidance on evaluating, documenting, and listing different types of historic places."[21]

The National Register Bulletin topics range from defining the levels of intervention for a

historic property, to how to complete the National Register form, and guidelines for

improving photograph quality for a National Register nomination.

Many of the National Register Bulletins discuss how to document and evaluate

specific types of historic and cultural resources, but only one looks at historic resource

survey for preservation planning purposes on a broad scale. National Register Bulletin 24

is titled, "Guidelines for Local Surveys: A Basis for Preservation Planning." With this

Bulletin the purpose for historic resources survey shifted from the documentation and

collection aspect of the Historic American Buildings Survey to inclusion in the local

planning process. By being included in this process, historic preservation efforts could

play a central role at the local level. This National Register Bulletin set survey program

guidelines for local community officials, state and federal agencies, as well as

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[20] "National Register of Historic Places: Digital Archive on NPGallery," National Park Service, accessed February 5, 2017, https://npgallery.nps.gov/NRHP/SearchResults?allFields=&PageSize=60&allFieldsFormat=AllWords.
[21] National Park Service, "National Register of Historic Places Publications – Part of the National Park Service," National Park Service, accessed February 2, 2017, https://www.nps.gov/nr/publications.

individuals. The 106-page document outlines the goals of a historic resource survey, who

should and is qualified to conduct a survey, where to begin a survey, how to conduct field

work, the difference in historic resource survey and archaeological survey, the levels of

intensity for survey, the work that comes after the field survey, and what the final report

or product of a historic resource survey should be.[22]

These guidelines were used by most, if not all, State Historic Preservation Offices

when creating their individual state survey programs. National Register Bulletin 24

defines the purpose for conducting a historic resource survey as being an integral part of

preservation and community planning. The data gathered in a historic resource survey

can be used to establish design guidelines for new construction, help carry out historic

preservation review and environmental review of federally-funded projects, increase

awareness of the public to historic resources and the need for preservation efforts, and it

can provide a basis for receiving funding assistance from the State Historic Preservation

Office or the Federal government.[23]

The bulletin also states that in order for the historic resource survey to be

effective, it ought to be endorsed by the local government. While historical societies,

professionals, and the State Historic Preservation Office might also endorse the survey,

without endorsement from the local government, the survey's use as a planning tool

carries less weight. The bulletin suggests that having a local historic preservation office

or commission is best, but at a minimum having a preservation planner would ensure that

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[22] Derry, *Guidelines for Local Surveys*. This is National Register Bulletin 24.
[23] Ibid., pages 3-4.

historic resources are taken into account when planning for new development, infill, road

expansions, and other development.[24]

Due to its usefulness in local planning, funding a historic resource survey would

be a good investment for a local government. However, there are many local

governments that cannot afford to conduct a survey; therefore, there are several sources at

the Federal and State levels to fund these surveys. Programs and grants through the

Historic Preservation Fund and the Certified Local Government Program often fund

historic resource surveys for communities that cannot afford them. State Historic

Preservation Offices also typically allocate some funding for survey as well.[25]

Funding sources could also determine the goals and level of intensity for a survey.

For example, the Georgia Transmission Corporation funds many historic resource

surveys each year based upon where upcoming projects might affect historic resources.

The Department of Transportation is often required to conduct historic resources surveys

along corridors where they are constructing a new road or expanding an existing road.[26]

The area of survey and the intensity of survey can also be determined by the funders and

the goals of the historic resource survey. The State Historic Preservation Office should

provide guidance throughout the survey process, since they will review all surveys and

have extensive experience implementing surveys on a city, county, or regional basis.[27]

The types of resources that should be surveyed are those that are 50 years old or

older and would fall into one of the five broad resource categories defined by the

National Park Service in National Register Bulletin 16, "Guidelines for Completing

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[24] Ibid., page 8.
[25] Ibid., page 27.
[26] Ibid., page 16.
[27] Ibid., page 18.

National Register of Historic Places Forms": site, building, structure, object, and district.

A site is defined as a location that has historic, cultural, or archaeological value in and of itself. Examples of sites to survey are archaeological sites and sites associated with important events such as battlefields, cemeteries, constructed landscapes, and ruins of historic buildings or structures. A building is defined as a piece of construction or architecture created primarily to house human activity; whereas, a structure is distinguished from a building as those constructions made for purposes other than shelter for human activity. Examples of historic buildings to document in survey include notable examples of architectural styles or construction methods, stores and businesses that provide a record of an ethnic group's experiences, building complexes, buildings by a master builder or architect, and buildings where significant technological advances in any field occurred. On the other hand, examples of historic structures to be documented in a survey include industrial or engineering structures, transportation structures, agricultural structures, and moveable structures associated with transportation or industrial development. Objects are distinguished from both buildings and structures as being artistic in nature, relatively small, and though they may be moveable they are associated with a specific location and environment. Historic objects can include immoveable artifacts, such as rock carvings and petroglyphs, as well as moveable artifacts important to the cultural life of a community, such as totem poles and monuments. Finally, a district is made up of a combination of buildings, sites, structures, and objects that possess a significant link or continuity, like a historic neighborhood or downtown district. This grouping can be associated with a particular social or ethnic group, with farmlands or

related farm structures, with industrial or technological developments, extensive

constructed landscapes and represent historical community development patterns.[28]

Similar to the Historic American Building Survey, and using it as a guide,

National Register Bulletin 24 outlined two levels of intensity for historic resource survey

for both archaeological and above-ground resources. The two levels of intensity are

reconnaissance and intensive. Reconnaissance surveys are similar to the HABS short

format survey, and are "most useful for characterizing [a community's] resources in

general and for developing a basis for deciding how to organize and orient more detailed

survey efforts."[29] A reconnaissance survey should include a windshield survey of above-

ground resources, a walkover archaeological inspection, a study of aerial photographs as

well as historic and recent maps, and a detailed inspection of the area's layout to get a

sense of the place's original plan.[30] An intensive level survey is, as the name implies, a

much deeper look at the historic resources in the area, and is similar to the outline format

survey laid out by HABS. An intensive level survey should contain detailed background

research and a thorough inspection of all historic resources surveyed, including

photographs, drawings, maps, and historic research if possible.[31] Unlike the HABS

guidelines, the National Register Bulletin does not list specifically all headings and

categories that should be listed on a survey form. It does however, list the kinds of

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[28] Linda McClelland and Carol D. Shull, *Guidelines for Completing National Register of Historic Places Forms*, (Washington, DC: National Register of Historic Places, Interagency Resources Division, National Park Service, U.S. Dept. of the Interior, 1977), revised 1997, accessed March 1, 2017, https://www.nps.gov/nr/publications/bulletins/nrb16a/. page 15.
[29] Derry, *Guidelines for Local Surveys*, page 12.
[30] Ibid., 12
[31] Ibid., 12-13.

information typically gathered in each of these types of survey. The specifics will be determined by the scale and purpose of the survey conducted.[32]

The National Register Bulletin 24 also specifies that the information collected for an intensive level survey should be those needed to write a National Register nomination, which is described in detail in National Register Bulletin 16. However, the information gathered for each resource, regardless of the potential for a National Register nomination, should provide enough data to evaluate the property's historical significance, if any, as defined by the National Register Bulletin 16.[33] For preservation planning purposes, this information informs a local community's decisions concerning preservation such as local preservation ordinances, serves as a basis for design guidelines and review, and provides a basis and context for properties eligible for listing onto the National Register of Historic Places.[34] The four criteria for significance are: "association with historic events or activities, association with important persons, distinctive design or physical characteristics, or the potential to provide important information about prehistory or history."[35] The information needed to determine a resource's significance includes:

- Resource name: historic and current

- Other names and site number

- Address and location

- Owner

- Resource type: site, building, structure, object, district

- Location of legal description

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[32] Ibid., 11.
[33] Ibid., page 41.
[34] Ibid., page 54.
[35] McClelland, *Guidelines for Completing National Register of Historic Places Forms*, page 1.

- Representation in existing surveys

- Descriptions of property

- Significance

- Geographical data

- Other documentation

- Researcher information

- Photographs[36]

The detail of the description of property will vary depending on whether the survey is reconnaissance or intensive level. Despite these variations the descriptions should include: type of structure, building placement, general and specific features, materials used, important decorative elements, important interior character-defining features, landscape features to include outbuildings, and any moves or alterations that have been made to the resource.[37]

The National Register Bulletin 24 specifically states that field survey forms are meant to be rough drafts and that they should be reviewed for accuracy before the final forms used for archival purposes are produced.[38] The bulletin also details the importance of data organization, especially for the correlation of photographs and maps to their resource's survey form. A "master map" should locate all resources surveyed, which should each be given a number or identifier that makes it easy to properly associate forms, photographs, and notes with their resource. Using a numbering system that is consistent helps to avoid the duplication of information. Another way the bulletin suggests avoiding duplication of effort and information is to provide a map with overlays

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[36] Derry, *Guidelines for Local Surveys*, page 41-45.
[37] Ibid., page 42.
[38] Ibid., page 52.

showing "which areas have been surveyed and which have not and identifying any differences in the type or intensity of survey among various areas."[39]

The bulletin also address the issue of where and how to store the data gathered through survey efforts. A survey refers to the action of field survey and collecting data, which is done through a survey form. The survey forms are housed within a catalog or inventory. An inventory is different from a catalog because it is "a selective list of resources establishing criteria of significance;" whereas, a catalog captures information on all resources surveyed regardless of National Register eligibility.[40] Keeping in mind this bulletin was originally published in 1977 and revised in 1985, some of the specific methods for cataloging data are outdated based on advances made in technology. However, many of the same data organization and maintenance principles are still applicable today.

The catalog system used to house the survey data gathered should be determined by how the information will be used and retrieved. Ideally, it should provide easy access to information, information services for preservation planning, comprehensive lists of property types, and a clear location of where to find further information regarding the surveyed resources. The bulletin recognized that computer-based cataloging systems were most flexible and useful for the widest range of user-groups. It also recognized that the amount of information entered into the catalog should be determined by who is using it and for what purposes.[41] In today's survey program, Georgia's database contains all information on the survey form, but depending on the user's access to the database only

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[39] Ibid., page 53.
[40] Ibid., page 54.
[41] Ibid., pages 57-58.

certain information is accessible to them – public users see a limited amount of information, while registered users can see more.[42]

Along with a digital copy of these survey forms and related files, the files should be cataloged and housed in physical archives. Specific attention of the protection of these physical copies should be considered. This is especially true for preserving historic photographs and maps, which should be correlated with their resource's identification number and kept separate from the paper forms to avoid accelerated deterioration. Yet again, having a consistent numbering method for historic resources surveyed becomes extremely important, so that the paper forms and files can be easily located if necessary. A common numbering system used is the Smithsonian Trinomial System. This system utilizes three unique identifiers. The first is the state's number "as it appears alphabetically in a list of the contiguous 48 U.S. states."[43] The second is a two-letter abbreviation for the county within which the resource is located; and the final number is the actual resource number, which is usually listed chronologically by when the resource was first surveyed.[44] By utilizing this type of numbering system, along with standardizing the information gathered and entered into the database, it ensures data consistency and improves data accuracy.

The bulletin further specifies who should conduct a historic resource survey as a professional with a degree in history, archaeology, architectural history, architecture, or historical architecture.[45] Since the document was published in 1977, many historic preservation degree programs have been established in universities and colleges across

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[42] Anita Russo, "GNAHRGIS," interviewed by author, February 8, 2017.
[43] "Site Forms," Georgia Archaeological Site File, accessed March 6, 2017, http://archaeologylab.uga.edu/gasf/siteform.html.
[44] Ibid.
[45] Derry, *Guidelines for Local Surveys*, page 22.

the country.[46] Many of these university and college programs partner with their State Historic Preservation Offices to conduct historic resource surveys, so that students gain invaluable knowledge as well as class credit. The National Register Bulletin lists several organizations and agencies that would have listings of professional surveyors, including the State Historic Preservation Office.[47] Georgia's Historic Preservation Division has a list of professional surveyors posted to their website.[48] With these resources available, a qualified professional can be easily hired to conduct a historic resource survey.

While National Register Bulletin 24 is extremely specific in several areas of historic resource survey; the guidelines are just that, guidelines. The National Park Service understood when writing the guidelines, that by allowing states to organize their own programs they would be able to tailor historic resource surveys to their own state's history and resources. As such, each state's interpretation of the bulletin and their implementation of a survey program is slightly different.

<u>International Council on Monuments and Sites</u>

The 1996 General Assembly of the International Council on Monuments and Sites (ICOMOS) ratified a document titled "Principles for the Recording of Monuments, Groups of Buildings and Sites." This brief document defines cultural heritage as "monuments, groups of buildings and sites of heritage value, constituting the historic or built environment."[49] Records are defined as both tangible and intangible evidence that can contribute to the documentation and understanding of cultural heritage.

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[46] The National Park Service has outlined professional qualification standards for those seeking to work in the historic preservation field, which include a series of appropriate bachelors and masters degrees and work experience.

[47] Derry, *Guidelines for Local Surveys*, page 19.

[48] "Historic Resources Survey: Identifying what's historic about your community."

[49] "Principles for the Recording of Monuments, Groups of Buildings and Sites," International Council on Monuments and Sites, ratified in October 1996, https://www.icomos.org/charters/archives-e.pdf, page 1.

The document goes on to outline the reasons for recording, responsibility and planning for recording, the content of records, and the management, dissemination and sharing of records. Reasons for recording include: increased knowledge and interest about cultural heritage, priorities for inventories and necessities before alteration work or destruction (both intentional and not). The level of detail in documentation varies based upon the use of the information. From a national level to an individual site manager, the responsibility to record cultural heritage should be undertaken by those who wish to conserve; however, only those with adequate skills and training should conduct the actual documentation efforts.[50]

The first steps in planning to document a cultural site is to find and examine existing records. This will inform the surveyor of any alterations made to the site as well as how detailed the new documentation ought to be.[51] The following data should be recorded for each cultural site when possible, though level of detail will vary:

- Name of building(s)

- Unique reference number

- Date of compilation of record

- Name of recording organization

- Cross-references and other records

- Location and extent: maps or street address

- Sources of information

- Type, form, and dimensions of building(s)

- Interior and exterior characteristics

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[50] Ibid., page 2.
[51] Ibid., pages 2-3.

- Significance

- Construction skills used

- Date of construction

- Subsequent history, uses, alterations, and events

- History of management/maintenance

- Materials

- Current condition

- Setting

- Conflicts/risk from adjacent properties or projects[52]

Once documentation is complete, the original records should be preserved in an archive with at least one additional back up. The records should be easily accessible for future use and published when appropriate. While the ICOMOS document does not specifically mentions using digital archives, it encourages using information technology for further understanding of cultural heritage.[53]

<div align="center">Getty Conservation Institute</div>

The Getty Conservation Institute (GCI) is a leader in conservation research, education, and training with a focus on the creation and distribution of knowledge.[54] In 2007, after decades in the making, a book was published through the GCI: *Recording, Documentation, and Information Management for the Conservation of Heritage Places: Guiding Principles*. The book focused on the why, how, when, and what questions of what they call heritage recording. Heritage recording can be the documentation of one

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[52] Ibid., pages 3-4.
[53] Ibid., page 4.
[54] "Mission and Values," The Getty Conservation Institute, accessed March 09, 2017, http://www.getty.edu/conservation/about/mission.html.

resource or similar to what most U.S. state survey programs are: the documentation of all historic resources within a set study area.[55]

The authors of the book recognized the goals of documenting historic resources were vast, but should always:

- Enhance understanding of heritage

- Promote public involvement

- Improve the quality of management decision-making

- Ensure planned interventions respect the characteristics of the resource

- Provide a permanent record of historic resources before they are lost.[56]

These goals reflect those put forth by the Historic American Buildings Survey and the National Register Bulletin 24.

The first step in recording historic resources is to know what information and documentation already exists.[57] For this reason, comprehensive archives and databases are essential in gathering this initial information. Defining the appropriate scope and level of documentation ensures that the documentation is meeting the goals of the project. It will also inform the types of initial research conducted.

Recording and documenting historic resources is most important when changes are about to be made, or when there is a risk that historic resources will be heavily changed or entirely lost.[58] It is also important to record historic resources when creating a heritage information system. "Heritage information systems, designed as electronic

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[55] Robin Letellier, Werner Schmid, and François LeBlanc, *Recording, Documentation, and Information Management for the Conservation of Heritage Places: Guiding Principles*, Los Angeles, CA: Getty Conservation Institute, 2007, http://hdl.handle.net/10020/gci_pubs/recordim, page xv.
[56] Ibid., pages 4-5.
[57] Ibid., page 6.
[58] Ibid., page 15.

repositories, are powerful management tools with the potential to expedite conservation processes."[59] The purpose of these heritage information systems is to make the data easily accessible to both researchers and the public. The key assets to an effective information management system are reliability, accessibility, and security.[60]
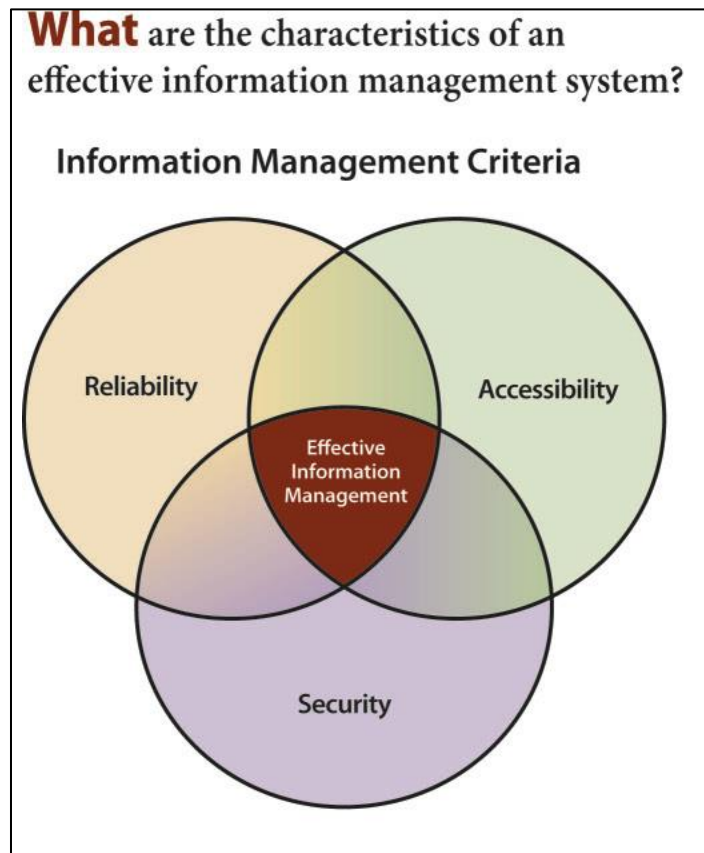
Figure 2-2: Effective Information Management[61]

The documentation of historic records should be done by professionals, who have the research and computer skills necessary to adequately complete a documentation project. For an individual historic resource those recording activities would include measured drawings, photographs, site maps, historic research and investigation.[62] For a

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[59] Ibid., page 16.
[60] Ibid., page 28.
[61] Ibid., page 28.
[62] Ibid., page 31.

historic resource survey, which is typically done at a city or county wide scale, it is unlikely that measured drawings for each resource surveyed would be required; however, adequate building descriptions and photographs are reasonable documentation.

It is important to note the type of information gathered will be determined by the level of intensity of the historic resource survey. The GCI outlines three levels of documentation: reconnaissance, preliminary, and detailed. A reconnaissance level of documentation is defined as "an overview photo survey with sketched plans that allows conservation professionals to visualize…a site…in sufficient detail to understand the site's overall characteristics." Photographs are a quick and easy way to garner basic information about a site. A preliminary level documentation complements a reconnaissance survey by providing more complete information regarding all significant components of a site. In this level of documentation a set of accurate measured drawings is completed. Finally, a detailed level of documentation provides even more accurate measured drawings to help make the appropriate conservation decisions.[63] This is generally meant for the in-depth study of a single historic site; however the principle can be used to explain the accuracy and detail with which a city or county wide survey is completed.

Each historic resource is different and will provide a variety of information. With that in mind there are major sets of data that ought to be collected about each resource. The GCI book deals more with individual resources, whose broad categories generally mirror that suggested by the Historic American Building Survey and National Register Bulletin 24. They also refer to the previously detailed ICOMOS text compiled and ratified in 1996, which lists the data to be recorded for each resource. The level of detail

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[63] Ibid., page 37-38.

will depend entirely on the goals and purpose of the survey conducted, but these elements help create an image of the resource and its significance.[64]

For large-scale surveys it is important that each historic resource has its own unique identifier, in order for data to be precisely and effectively identified, managed, and stored. Geographic location is a great way to identify each resource; however, in the field GPS locations can vary slightly depending on the fields surveyor, where he or she stands, and the size of the property. While there is no international standard for uniquely identifying historic sites, a national standard for resource identification is used by the Smithsonian and many other state agencies, the Smithsonian Trinomial System mentioned earlier.

Once data is recorded, whether via photographs, measured drawings, or written description, the information must be housed somewhere. While physical archives are the most common method to store data, digital inventories are becoming more widely available and used. Digital inventories "make data more easily accessible and make enhanced queries possible."[65] Digital inventories can also handle much more information, and allow for more detailed searchable categories. While digital inventories are powerful tools, it is important to remember that they risk becoming obsolete or lost due to rapid advances in technology.

A key component of information management is the cataloging of data. Those who record the data in the field, should be the ones who catalog the information into the respective database to ensure data accuracy and consistency. Data entry ought to be

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[64] Ibid., page 71.
[65] Ibid., page 45.

completed as soon as possible after the data is gathered and produced in the field to ensure accessibility to researchers and the public.[66]

The Getty Conservation Institute has teamed up with the World Monuments Fund to address this dire heritage conservation need across the world. Together they have developed Arches, a web-based open source geographic information system for the inventory and management of heritage resources. Arches developed out of a project completed in 2010 called the Middle Eastern Geodatabase for Antiques. From this project, Arches took four guiding design principles: standards-based, broadly acceptable, economical, and customizable. Development of the program began in 2011 and has gone through several phases and version updates. It is free to download and is customizable for any area (nation, state, region).[67]

Arches is compatible with other desktop GIS applications, so that the data can be easily analyzed. It is meant to be a digital database, and thus spatial analysis is not a priority of the basic version of Arches. Arches was specifically developed without these tools in order to maintain its ease of use. However because Arches is customizable, analysis tools can be coded into it on a database by database basis.[68]

Arches is constantly evolving to meet the needs of heritage conservationists around the world. Since its first software release in 2013, three more versions and a mobile data collection application have been developed.[69] Arches now contains a reference data manager which makes it easy to produce digital data entry forms.[70] These

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[66] Ibid., page 54.
[67] David Myers et al., "Arches: An Open Source GIS for the Inventory and Management of Immovable Cultural Heritage," The Getty Conservation Institute, (Los Angeles, CA, 2012), page 4.
[68] Ibid., pages 4-5.
[69] David Myers, Alison Dalgity, and Ioannis Avramides, "The Arches heritage inventory and management system: a platform for the heritage field," J. Paul Getty Trust and World Monuments Fund, 2016, page 6.
[70] Ibid., page 4.

digital forms improve consistency and accuracy within the data collected, which improves the overall effectiveness for research and management practices. The digital form would be compatible with the mobile data collection application. After collecting data in the field through the application, it would simply be uploaded to the Arches database. This step is extremely important, as a lot of time and effort is currently going into data entry after field survey, and this eliminates that step.

Arches has been around for several years now, and while it is a powerful tool, it is not perfect. It does not provide many of the analytical tools most agencies seek in a historic resource inventory, but it is compatible with other GIS applications. It would be invaluable as a research tool, especially if access was given to the public. The agencies who adopt and use Arches have the option to make their databases available to the public, though it is not required.[71] Because the software and updates are free, the cost to agencies for using it is equal to the cost of maintaining data. This often means hiring an archivist or in this case possibly an information technology specialist.

Geodatabases and their use as historic resource inventories will be further explored in a later chapter. The purpose of the geodatabase will drive its functionality and accessibility. However, for the simple purposes of data management and inventory, Arches seems to be an accommodating solution.

<div align="center">Data Quality</div>

In order for Georgia's Natural, Archaeological, and Historic Resources Geographic Information System (GNAHRGIS) and the survey program to be most useful for the purposes of preservation planning, the data that is collected must be of high

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[71] Myers, "Arches: An Open Source GIS."

quality. As shown in Figure 4-1, data quality is contingent on six key factors: completeness, uniqueness, timeliness, accuracy, validity, and consistency.

Figure 2-3: Data Quality Dimensions[72]

Completeness of data is just what it seems; it refers to having all the necessary data present not just for an individual resource, but also having all surveys within the database.[73] As it relates to an individual resource, data completeness refers to the amount of information for a given resource. Depending on the level of intensity of a survey, the amount of data will change for a given project and set of resources. It is known that many of the historic resource surveys completed before GNAHRGIS was established as the

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[72] Nicola Askham et al., "The Six Primary Dimensions for Data Quality Assessment: Defining Data Quality Dimensions," UK: Data Management Association, October 2013.
[73] Ibid., page 8.

geographical databse have not been scanned and put into GNAHRGIS. At this time, there are also many surveys that do not get put into GNAHRGIS at all. While most data required for the initial research in a historic resource survey can be found or provided for consultants by the hiring agency or Georgia's Historic Preservation Division (HPD), not all of the data is one place. There are many useful tools and resources on GNAHRGIS, but it is recognized as an incomplete database.[74]

Data uniqueness refers to the singularity of information; there are not duplicate entries.[75] This would require each historic property to have a unique identifier, so that multiple points on a map representing the same resource do not exist. As it stands each new resource is assigned a unique identifier, a GNAHRGIS ID assigned in chronological order based on when resources are entered in the database. Those resources that are already in GNAHRGIS can be linked to older surveys and updated using their original GNAHRGIS ID. However, most surveyors did not take the time to do so until recently. Previously they just added a new resource to the database with a new GNAHRGIS ID, leading to duplicate resource points. The Georgia Archaeological Site File uses the Smithsonian Trinomial System for creating new unique identifiers for the discovery of new archaeological sites within the state; and updates a site's records when it is resurveyed to avoid creating duplicate entries. Duplicate historic resource points within GNAHRGIS is a common issue, and are caused by a single resource having been surveyed multiple times. Recently efforts have been made within the HPD to minimize the creation of duplicate points when an area is resurveyed.[76]

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[74] Stephanie Cherry-Farmer, "Georgia's Historic Resource Survey Program," interviewed by author February 7, 2017.
[75] Askham, "The Six Primary Dimensions for Data Quality Assessment," page 9.
[76] Cherry-Farmer, "Georgia's Historic Resource Survey Program."

The timeliness of data refers to its availability when it is needed for use.[77] Concerning GNAHRGIS, previously entered data is always available. It may take a few weeks for newly entered data to be available due to the state's survey approval process. Not all data is available to the public or for registered GNAHRGIS users. Georgia Law (OCGA 50-18-72[a][10]) restricts specific information on archaeological sites to qualified archaeologists and archaeology students.[78] There are levels of access in GNAHRGIS that will affect the timeliness of data. Access to data not only refers to its ability to be viewed online, but also its availability for download. In GNAHRGIS, large-scale data download is not possible. It is possible to export data from a particular survey or resource, but not from a search query, which would be more useful for researchers.

Data validity refers to the conformity of information to the prescribed form.[79] The HPD's historic resource survey form contains many prescriptive fields. For this reason there is an addendum to the form explaining what is expected in each field. This allows for an element of accuracy and consistency with the data, yet only applies to surveys that use this particular historic resource survey form; older surveys which used a different form will not follow the same prescriptive fields. Many agencies that conduct historic resource surveys use their own form instead of the HPD form.

The accuracy of data is the degree to which the data correctly describes the historic resource.[80] In GNAHRGIS there is a substantial issue with the location of many historic resources on the map. With over 100,000 resources entered in GNAHRGIS, it will be challenging to find a solution that is both timely and cost-effective to make those

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[77] Askham, "The Six Primary Dimensions for Data Quality Assessment," page 10.
[78] "General Information," Georgia Archaeological Site File, accessed February 10, 2017, http://archaeologylab.uga.edu/gasf/geninfo.html.
[79] Askham, "The Six Primary Dimensions for Data Quality Assessment," page 11.
[80] Ibid., page 12.

entries accurate. The HPD must approve all surveys for accuracy and completeness of information; however, they can only check the surveys they receive. Older surveys with inaccurate information may go unchecked and uncorrected. With the resurvey efforts mentioned previously, some resource locations are being corrected, but it is only a few resources at a time and it is project-based.

Consistency is measured by comparing two surveys. In order for the data to be the most useful and understandable, the data must be consistent. Creating consistency can come from the survey form. However, the primary agencies conducting historic resource survey in Georgia each use their own form, which is different from the state form. While all forms are similar in nature, they are not formatted the same and the prescribed information is not the same. The lack of consistency within the data also makes it more difficult for the short-staffed HPD to approve the surveys in a time-efficient manner.

CHAPTER 3

COMPARATIVE EXAMPLES

North Carolina

North Carolina's survey program is housed within the North Carolina State

Historic Preservation Office (NCHPO) and has reached nearly every county in the state

with 96 of 100 counties having completed a county-wide reconnaissance or

comprehensive survey.[81] Figure 3-1 shows a map of North Carolina, the counties and

municipalities that have been surveyed, and the type of surveys conducted.
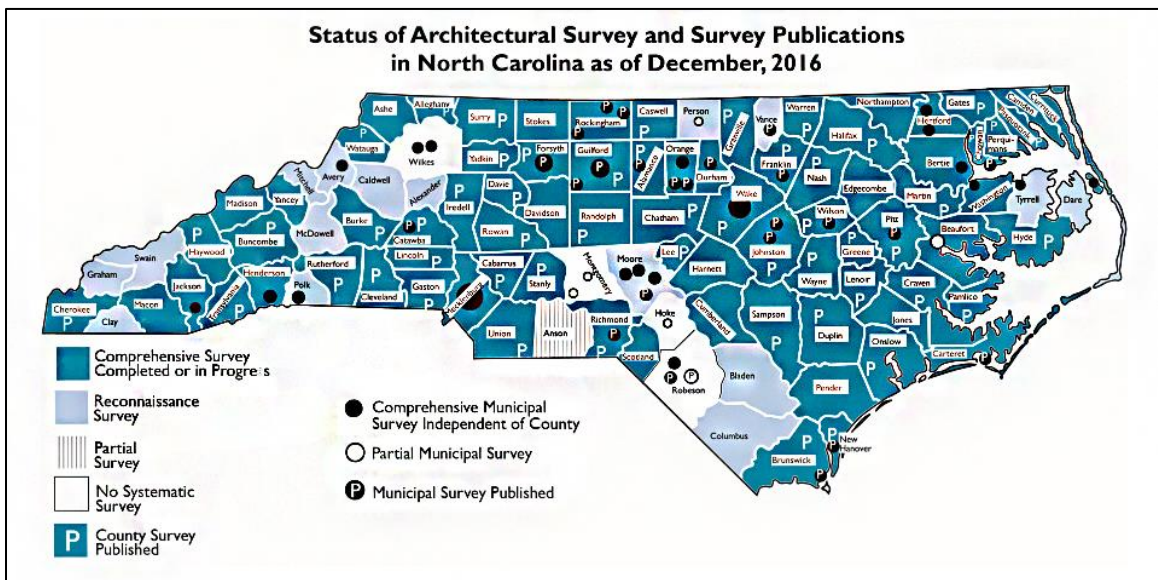
Figure 3-1: Map of North Carolina's surveyed counties and municipalities[82]

The NCHPO has been dedicated to conducting historic resource survey since its first

survey in 1967. The first phase of documenting North Carolina's resources came out of

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[81] "The Statewide Architectural Survey," North Carolina State Historic Preservation Office, Natural and Cultural Resources, last modified December 2016, accessed February12, 2017, http://www.hpo.ncdcr.gov/bldgsurv.htm.
[82] Ibid.

the growing concern for historic preservation after World War II. One reason for North Carolina's successful survey program is access to funding; a matching grant program was established in the late 1970's that dedicates ten percent of the NCHPO's budget each year to survey efforts.[83]

Another component for North Carolina's success is the current standardized survey process, which was developed in the 1990's.[84] From the mid 1980's until the beginning of the 21st century, most of the survey reports were prepared as Multiple Property Documentation Forms (MPDF), which is a National Park Service form that helps an area prepare its historic contexts for a future National Register nomination.[85] In 2004, the NCHPO switched to a digital survey form for use with their online historic resource database, HPOWEB.[86] The survey manual has changed over the years, with its most recent update being in 2008. The 102-page manual outlines every aspect of the survey process. A surveyor must go through an orientation and training process provided by the state.[87] Similarly to Georgia's survey process, there are three main stages to conducting a historic resource survey in North Carolina: pre-survey work, field survey, and post-survey work.

Before survey work can begin, the NCHPO will search for any previous surveys completed in the survey area. All surveys are kept in an access database maintained by the NCHPO, from which they will pull the existing information for the survey area. North Carolina identifies and associates each resource surveyed with a site number that a

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[83] Ibid.

[84] Claudia Brown, "North Carolina's Survey Program," interviewed by author, February 10, 2017.

[85] "The Statewide Architectural Survey."

[86] Ibid.

[87] "Architectural Survey Manual: Practical Advice for Recording Historic Resources," Survey & Planning Branch, State Historic Preservation Office, Office of Archives and History, North Carolina Department of Cultural Resource, Raleigh, North Carolina, 2008, page 14.

surveyor obtains from the HPO database before conducting their fieldwork. When resources are resurveyed the information is just added to, instead of creating duplicate information in the database. This access database houses the information for historic resources that will be shown on NCHPO's online mapping services, HPOWEB.[88]

The surveyor will be provided with a "shell database," which will need to be filled out after the field survey.[89] With this shell database, the surveyor can edit the information for previously surveyed resources, noting particularly any changes that have occurred to the resource, as well as add newly surveyed resources. The fields and responses (drop down options) have been standardized so there are no inconsistencies in spellings and no room for error.

There is a compatible, printable form to be filled out in the field. This form is to be used for all survey types: Section 106/environmental review, reconnaissance, and comprehensive surveys. The form is one page long, and covers all fields deemed necessary for an intensive level survey. For reconnaissance and environmental review surveys, only a selection of the fields will be filled out on the form. At the top of the form, it asks what type of survey is being conducted, which will make it easier for the state reviewers during the approval process.

Additional documents and research to be included for each resource are photographs, site plan and floor plan, and historical information. At least one photograph, taken as per the NCHPO photography standards, must be included in the survey files. Site plans and floor plans would be drawn on the back of the survey form or on a separate sheet of paper, but are not included for every resource, depending on the level of survey

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[88] Brown, "North Carolina's Survey Program."
[89] "Architectural Survey Manual," page 6.

intensity. As much historical information as possible will be needed not just for individual resources, but also for the survey area. For example, if the city of Raleigh is being surveyed, the history of the entire city must be included in the report, because it would add to the general understanding of the resources surveyed. Again, the level of historical information provided will depend on the intensity level of the survey.[90]

Survey files that must be delivered to the NCHPO include the completed access database, any additional resources mentioned above (photographs, plans, history), any maps used for or prepared after the survey, any National Register evaluation recommendations, and a final report. The survey files are then reviewed by the state. When it is approved, the survey will be added to the HPO access database and made available to the public on the HPOWEB. The entire process is streamlined due to two highly efficient documents: the exceedingly detailed survey manual and the concise survey form used for all survey types.

<div align="center">WASHINGTON</div>

The Washington State Department of Archaeology & Historic Preservation (DAHP) administers the survey program in Washington. The state's first attempt at historic resource survey began in 1971 with the Washington State Historic Preservation Inventory Project. The program ended three years later with 1,389 inventories completed and 121 properties listed on the National Register.[91] While this project was a concerted effort to record as many historic resources as possible, the survey program continued as part of the Office of Archaeology and Historic Preservation. This office was consolidated into the Department of Community Development in 1986, but was reestablished as its

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[90] Ibid., page 6.
[91] "Washington State Historic Preservation Office: TIMELINE," Washington Department of Archaeology and Historic Preservation, pages 1-2.

own office again in 2005, this time as the Department of Archaeology & Historic Preservation.[92]

The digitization of survey records, both historic and archaeological, began in 1991 with efforts to microfiche all survey records. The first electronic historic property inventory form became available ten years later, and by 2005 the electronic form was required for use by survey consultants. This was in part due to the establishment of the state's digital database in 2004, the Washington Information System for Architectural and Archaeological Records Data (WISAARD). From its inception, WISAARD allowed users to search for properties listed on the national and state registries and download the nominations for those properties.[93] In 2007, all historic property inventory forms were scanned and made available on WISAARD.[94] This ensured the completeness of survey records within the database; however, many of the resources listed were inaccurately located. Efforts have been and continue to be made to correct these inaccuracies.

The DAHP survey manual broadly explains why cultural resource surveys are conducted, defines some specific preservation related jargon, and details the use of their various inventory forms. They describe cultural resource survey as "fundamental to historic preservation decision-making processes."[95] The standards then define their distinction between "cultural resources" and "historic properties." They also make a distinction between "inventory" and "survey."[96] Survey is the action of identifying and

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[92] Ibid., pages 3-5.
[93] Ibid., pages 4-5.
[94] Ibid., page 6.
[95] "Washington State Standards for Cultural Resources Reporting," Washington State Department of Archaeology & Historic Preservation, Olympia, Washington, updated February 2, 2017, page 2.
[96] This is important, because with a new methodology being tested in Georgia for pre-survey work, the FindIt! program and the HPD are struggling to come to similar definitions for those two words.

documenting cultural resources, while inventory refers to the product of the survey such as an inventory form or report.[97]

Before going out to survey, surveyors are expected to explain their method of data collection and what the expected results are, to do archival research of the area they are surveying, define the survey boundaries, and decide which inventory form or forms will be needed. Their research should not duplicate anything already existing in the DAHP inventory database, Washington Information System for Architectural and Archaeological Records Data (WISAARD).[98] WISAARD contains many research documents, each linked to a resource, and should be the first place to look for archival or historical material.[99]

Like North Carolina, Washington has a specific number/naming system for resources surveyed, which makes it easier when resurveying to look at resources previously surveyed through their inventories listed in WISAARD. All resources other than above-ground historic properties follow the Smithsonian Trinomial numbering system; whereas historic properties are identified by address or the county tax parcel number.[100] The Smithsonian Trinomial numbering system uses state, county, and a number to identify resources. States have been given numbers alphabetically, and Washington's number is 45. The counties are represented by two letters, and the number is assigned chronologically based on when the site was recorded.

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[97] "Washington State Standards for Cultural Resources Reporting," page 4.
[98] Ibid., page 6.
[99] Kim Gant, "Washington's Survey Program and WISAARD," interviewed by author, February 9, 2017.
[100] "Washington State Standards for Cultural Resources Reporting," page 7.

CHAPTER 4

GEORGIA'S HISTORIC RESOURCE SURVEY PROGRAM

The historic resource survey program is run by the Georgia Department of Natural

Resources, Historic Preservation Division (HPD). The HPD makes a distinction between

environmental review surveys and historic resource surveys and has separate program

managers for these two survey types. The Survey Program Manager at the HPD describes

the survey program as continually evolving, by constantly re-evaluating methodologies

and seeking to improve the accuracy and efficiency of the survey data collected.[101] The

Survey Program manager often works closely with the Environmental Review Program

manager to improve the overall survey program, especially the survey methodology and

improvements for the state-wide resource database known as Georgia's Natural,

Archaeological, and Historic Resources Geographic Information System (GNAHRGIS).

The underlying purpose for historic resource survey is preservation planning;

however, the goals of the surveys vary and are slightly different per project. Common

goals or reasons for survey include: federal regulations such as Section 106 and

environmental review, preservation planning purposes, Certified Local Government

grants, promoting research, in preparation for National Register nominations, and

increasing awareness of a community's historic buildings.[102] As stated in the National

Register Bulletin 24 *Guidelines for Local Survey*, the HPD outlines two levels of

intensity for survey: phase 1 is similar to a reconnaissance level, and phase 2 is similar to

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[101] Cherry-Farmer, "Georgia's Historic Resource Survey."
[102] "Historic Resources Survey: Identifying what's historic about your community."

an intensive level survey.[103] The level of intensity for a survey will be determined by the

goals of the survey. Typically, Section 106 and environmental review surveys are done as

phase 1 surveys. Phase 2 surveys are often used for preservation planning, National

Register nominations, and promoting research. Sometimes a National Register

nomination (depending on the property or district) will require further research after a

phase 2 survey has been conducted. When nominating a historic district to the National

Register of Historic Places, an even more detailed survey may be conducted to establish

significance and context for the district.[104]

      While HPD runs the survey program, they do not conduct the surveys themselves.

Surveys are usually required of, or wanted by, agencies across the state for a variety of

reasons. There are several types of agencies that must conduct historic resource surveys

due to federal regulations such as Section 106 of the National Historic Preservation Act

or Section 4f of the Environmental Protection Act. The environmental review surveys are

triggered by any project receiving federal funding that might impact historic or natural

resources. In Georgia, the main agencies that conduct these surveys are the Georgia

Department of Transportation and the Georgia Transmission Corporation. These agencies

generally contract the work out to cultural resource management firms. Phase 2 surveys

are usually conducted by Certified Local Governments who receive grant funding or by

non-CLG local governments that have necessary funding to conduct a survey.

      Figure 4-1 is a visual representation of which agencies conduct surveys, their

goals, and what phase of survey is completed based on those goals. Listed in the chart is a

phase 3 survey. The term phase 3 survey is not widely used. In fact, the HPD does not

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[103] Cherry-Farmer, Stephanie, "Georgia's Historic Resource Survey."
[104] Ibid.

recognize a phase 3 survey; however, the Georgia Department of Transportation and the

Georgia Transmission Corporation do recognize mitigation surveys as phase 3 surveys.

The latter two organizations have their own definitions of what exactly a phase 3 survey

looks like. However, it is ultimately determined by the mitigation work deemed necessary

for a project by the HPD.
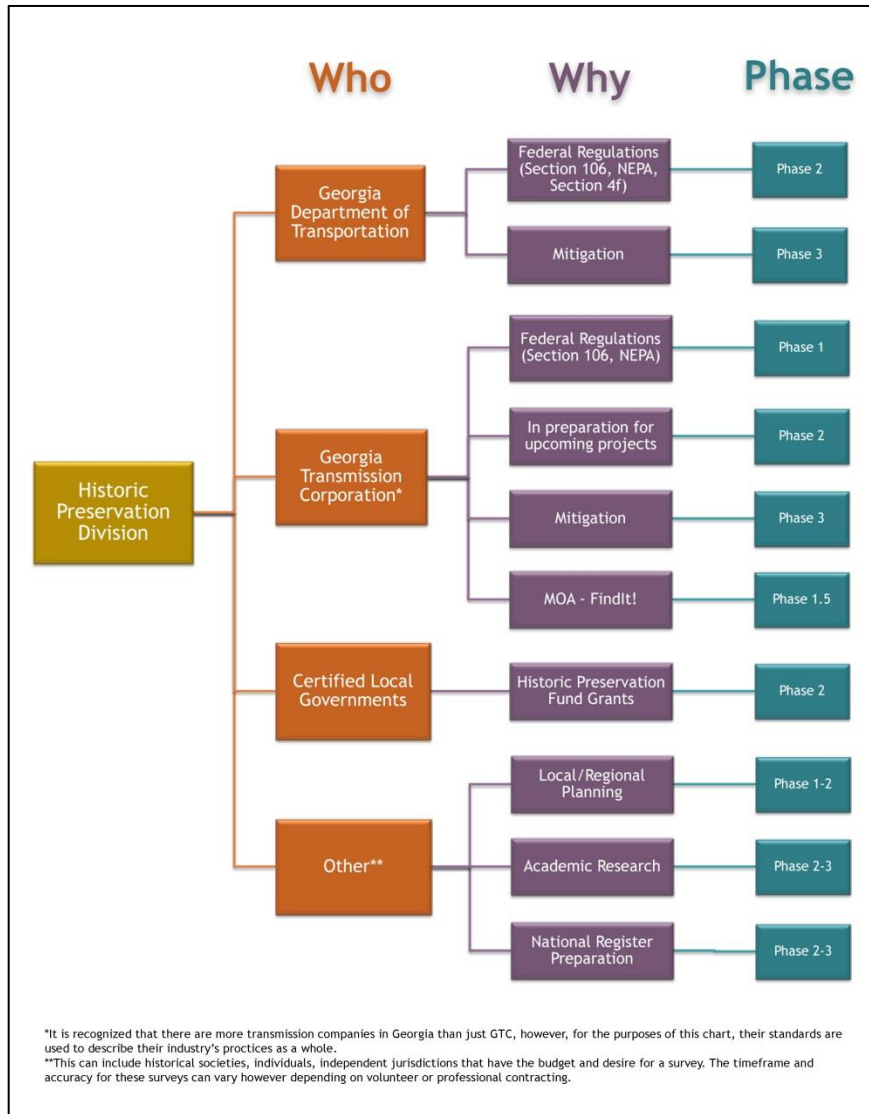
Figure 4-1: Survey Program Organization[105]

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[105] This organizational chart was created by the author after speaking with representatives from the Historic Preservation Division, the Georgia Department of Transportation, and the Georgia Transmission Corporation.

The Georgia Department of Transportation (GDOT) is one of the main agencies that conducts historic resource surveys in Georgia, and their Cultural Resources Program administers the research and efforts that go into these surveys. Their projects often trigger Section 106 Review, as mandated by the National Historic Preservation Act of 1966, or environmental review, triggered by the Georgia Environmental Policy Act. These surveys identify every single resource that is 50 years old or older, and will determine whether or not each resource is eligible for the National Register of Historic Places.[106] In order to do this, the GDOT surveys are conducted as phase 2 surveys.[107] The GDOT surveys are completed on a project-by-project basis and cover only the area that will potentially be negatively affected by the project, known as the Area of Potential Effect (APE). Because many historic and cultural resources' view sheds contribute to their significance and integrity to be considered eligible for the National Register, the GDOT includes view sheds within the APE of their surveys, which can considerably increase the size of the APE beyond just the project area.[108] The historic resources surveyed are determined eligible after the field survey is completed. Field notes, historic research, and historic contexts inform these eligibility determinations. The GDOT Cultural Resources Program also conducts extensive research to write the historic contexts used to inform the eligibility determinations.[109]

Georgia's Natural, Archaeological, and Historic Resources Geographic Information System (GNAHRGIS) is funded entirely by transportation grants applied for

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[106] Sandy Lawrence, "Georgia Department of Transportation Historic Resource Surveys," interviewed by author on February 21, 2017.
[107] Ibid.
[108] Ibid.
[109] Ibid.

by the Georgia Department of Transportation. The GDOT wants GNAHRGIS to be a planning tool used by everyone and anyone in the state. The goal aims at making as much of this information available to the public as possible. Since its establishment in 2002, GNAHRGIS has seen several phases in its development. Currently the GDOT and the University of Georgia Information Technology Outreach Services (ITOS) are attempting to add a layer in GNAHRGIS that represents all of the properties and districts listed on the National Register of as a layer of points and polygons respectively.[110] This data layer would be invaluable in the planning processes of any historic resource survey. At the moment, the GDOT historic resource and environmental review surveys are not entered into GNAHRGIS; however, they hope to develop the ability to do so in the future.[111]

The Georgia Transmission Corporation (GTC) is a member of the Georgia Electric Membership Corporations (GEMC), which is an association that allows for the cooperation and collaboration of its members.[112] The GTC is one of the largest members of the GEMC and it provides power and resources to many of the smaller EMCs within the association. Most EMCs do not have the staff or the budget to do historic resource surveys as mandated by Section 106 or environmental review. Therefore, the GTC provides its county-wide surveys on GNAHRGIS for public consumption. In this way GNAHRGIS is used to streamline a process that would otherwise be too costly for these smaller EMCs.[113] Because the vast majority of the GTC's surveys are project-based, the survey's intensity level is dependent on which point in a project the survey is conducted. A phase 1 survey would typically be conducted in a defined study area during the initial

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[110] Russo, "GNAHRGIS."
[111] Lawrence, "Georgia Department of Transportation Historic Resource Surveys."
[112] "Who We Are," Georgia Electric Membership Corporation, last updated 2012, accessed February 9, 2017, https://georgiaemc.com/georgia-emc.
[113] Christy Johnson, "Georgia Transmission Corporation," interviewed by author, February 9, 2017.

planning phases of a project to inform decisions about best possible routes.[114] A phase 2

survey would be conducted after a route has been chosen and within the constraints of the

Area of Potential Effect (APE).[115] Interestingly, the GTC also has a phase 3 survey,

which is defined as their mitigation surveys.[116] These surveys are conducted to avoid

tearing down historic resources, or because resources will be destroyed, and typically

require additional documentation to a phase 2 survey.

The Georgia Transmission Corporation also has a memorandum of agreement

(MOA) with the Rural Utilities Service, the Georgia State Historic Preservation Officer,

and the Advisory Council on Historic Preservation allowing for an expedited process of

Section 106 and environmental review approval contingent upon historic preservation

activities taken on by the GTC. One of the activities required is an annual research

project. For the last 15 years this annual project has taken the form of the FindIt! program

within the Center for Community Design and Preservation in the College of Environment

and Design at the University of Georgia. Each year FindIt! hires several UGA Master of

Historic Preservation students to conduct county-wide surveys. The counties are chosen

by the GTC and the HPD and usually coincide with upcoming GTC projects. The FindIt!

survey is an anomaly mainly due to its intensity level. FindIt! surveys gather more

information than a phase 1 survey but still provide less information than a phase 2

survey.[117] These surveys are conducted to document as many historic resources as

possible for the GTC siting methodology, which helps them determine the best possible

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[114] Ashley Baumann, "Georgia Transmission Corporation Surveys," interviewed by author, February 9, 2017.
[115] Ibid., the GTC defines the APE as a 500' buffer around substations and a 1500' buffer along a transmission line.
[116] Ibid., this phase 3 survey might be further documentation of affected resources, conducting a survey in an area of need, or other measures deemed fit for mitigation by the HPD.
[117] Kviklys, "FindIt! Surveys."

routes for new transmission lines and places for substations. They are also largely conducted in unincorporated areas, which have generally not been surveyed before, but can sometimes be in incorporated areas depending on the project. All FindIt! surveys are available to the public through GNAHRGIS.

Each year the HPD encourages Certified Local Governments to apply for "Historic Preservation Fund federal grant money to conduct historic resources surveys in their community," because the state does not currently have funding for these surveys.[118] There are generally about seven CLG surveys conducted each year through these federal grants, and they must follow HPD's survey standards.[119] The HPD requires these surveys to be phase 2 surveys, so that as much information as possible is gathered for these communities. The HPD standards must be followed, because these surveys are also entered into GNAHRGIS.

Historic resource surveys could be conducted by anyone for any reason. Occasionally, surveys are conducted by individuals, historical societies, and local or county jurisdictions that either have the staff and budget or volunteers to conduct the survey. Individuals tend to either be professionals themselves or the group will hire a contractor. Local and county jurisdictions who have the budget to conduct surveys will hire a professional contractor to do so. Historical societies will sometimes have the budget to hire a professional, but if not, they will have volunteers conduct the survey, which takes significantly longer. These surveys, outside of the typical agencies who conduct surveys, are few.[120]

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[118] "Historic Resources Survey: Identifying what's historic about your community."
[119] Cherry-Farmer, "Georgia's Historic Resource Survey."
[120] Ibid.

<u>Survey Methodology</u>

Georgia's Historic Resources Survey Manual outlines the survey program and is meant to be a guide for surveyors. The survey manual was updated in 2016 to be more concise. The previous manual gave more reasoning as to why and how a survey should be conducted, while the current survey manual focuses on the information that should be gathered and the report that should be produced after a survey is completed. The survey manual states in bolded text that "all resources 40 years of age or older should be surveyed…[and] be included in GNAHRGIS."[121] This differentiates from the national guidelines, which suggest surveying resources 50 years old or older. The Georgia Transmission Corporation often surveys a county or area early in the planning stages of a project, so that they may plan the project based upon the survey findings; therefore, the project might not be completed for another 2-3 years after the historic resource survey has been completed.[122] This helps expedites the Section 106/environmental review process once the project begins.

The current survey manual does not distinguish two phases of survey; however, the previous survey manual did. A phase 1 survey is similar to a reconnaissance level survey, and a phase 2 is similar to an intensive level survey. While the current survey manual does not officially distinguish the difference, the HPD does recognize the difference. They currently have very little funding to allocate towards historic resource survey; therefore, they require those funded surveys to be an intensive level survey, so that the communities and the CLG's can get the most out of the survey.[123]

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[121] David Crass and Mark Williams, "Georgia Historic Resources Survey Manual," Georgia Department of Natural Resources | Historic Preservation Division, 2016, page 2.
[122] Baumann, "Georgia Transmission Corporation Surveys,"
[123] Cherry-Farmer, "Georgia's Historic Resource Survey."

Historic resource surveys are conducted in three different stages. The first stage includes planning the survey and all the historic research conducted before going out into the field. The second stage consists of field work, and stage three comprises the work that must been done after the field survey. This process of survey is not standardized across all historic resource surveys, as most agencies have their own standards. For example, the Georgia Transmission Corporation has a document of standards referred to as their "technical specifications." For the purposes of this thesis, these stages have been synthesized by the author.
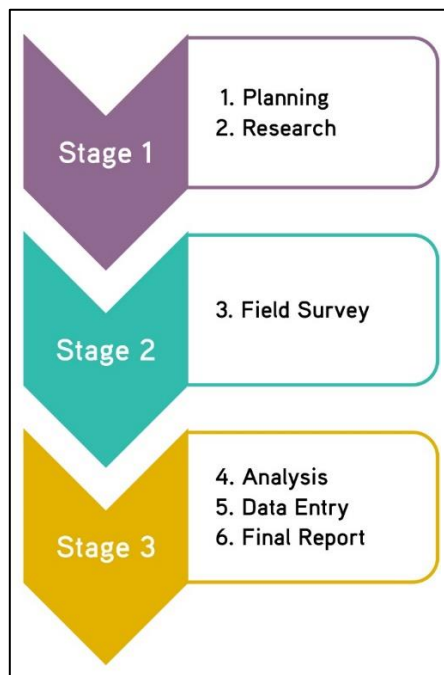
Figure 4-2: Survey Stages[124]

Before going into the field, it is recommended or required by most agencies to refer to GNAHRGIS, to look for previously conducted surveys, USGS quads, natural resources, and any other general information provided by the database. These maps will be helpful for identifying potential resources in the area of study. For a phase 2 survey,

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[124] Graphic created by the author to show the three stages in a historic resource survey.

the survey manual also recommends exploring the community's local historic preservation organizations or commissions, so that their information can be utilized in the developmental history written for a survey.[125]

The actual field survey is conducted by walking or driving the length of the survey area with paper copies of the survey form to fill out for each historic resource discovered. The form is provided online by the HPD and is for use with GNAHRGIS.[126] Among many fields, the form asks for the resource's name, street address, latitude and longitude, architectural style and type, building materials, and building description. At a minimum, two photos for each resource should be taken: one straight on, and the other at an oblique angle.[127]

After the work in the field is completed, resources will be entered into GNAHRGIS and a survey report must be completed. Not all surveys must be entered into GNAHRGIS. For those that are required to be on GNAHRGIS, they must be entered one-by-one manually online, meaning a surveyor must record the information twice, once by hand, and then again through digitization. While this seems like an inefficient use of time, it does give the surveyor the opportunity to check their field notes for accuracy. This is similar to the National Register Bulletin 24's suggestion that field survey forms are simply rough drafts that should be checked for accuracy before the final form is written. The final form in this instance would simply be the digitally entered form. Once the resources are entered into GNAHRGIS, their photographs are uploaded to the database and linked by their GNAHRGIS identification number.

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[125] Crass, David, "Georgia Historic Resources Survey Manual," pages 2.
[126] "Historic Resources Survey: Identifying what's historic about your community."
[127] Crass, David, "Georgia Historic Resources Survey Manual," pages 1-2.

According to the survey manual each historic resource survey should include a survey report that "provides an overall account of the project and its findings."[128] Certified Local Government (CLG) survey reports must include:

- Executive summary

- Project description

- Summary of previous preservation projects

- Developmental history

- Survey methodology

- Recommendations for future preservation activities

- Survey results and architectural analysis

- Appendix 1: listing all GNAHRGIS identification numbers associated with survey

- Survey maps

The manual also provides formatting tips for the survey report.[129] While these headings are required for all CLG-funded surveys, they are simply recommendations for other agencies. Many agencies have their own standards for survey reports.

Perceived Issues

As stated in the introductory chapter, the initial issue recognized with the survey process was the vagueness over the intensity of a historic resource survey and what information it would provide. After speaking with representatives from the Historic Preservation Division (HPD), the Georgia Department of Transportation (GDOT), and the Georgia Transmission Corporation (GTC), there are inconsistencies and flaws within

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[128] Ibid., page 3.
[129] Ibid., pages 3-4.

Georgia's historic resource survey program. Many of the perceived issues with the survey

program relate to two broad topics: the implementation of a standardized process and the

consistency and accuracy of the data collected.

While the Historic Preservation Division does have a standard process for survey,

as outlined by their survey manual, not all agencies follow this standard. This mainly has

to do with the division of survey types: environmental review/Section 106 and historic

resource survey. While this division is recommended for organizational and process

management, they have different standards, which causes inconsistencies and

inaccuracies with data quality. Section 106 and environment review surveys generally do

not go into GNAHRGIS.[130] While those surveys are typically phase 1 surveys of a small

scale "Area of Potential Effect", that information would be extremely useful for phase 2

city or county-wide surveys. However, depending on the results of the survey, sometimes

the Section 106/environmental review surveys find their way to the Georgia

Archaeological Site Files. All of the surveys within the Site Files are entered into

GNAHRGIS, but can only be viewed by those who have access to that restricted

information: archaeologists or archaeology students at the University of Georgia working

for the Site Files. [131]

The levels of survey intensity are not clear. The old survey manual, which was

removed and replaced with a new manual on the HPD's website in January 2017,

outlined survey intensities in two phases for historic resource surveys and three phases

for archaeological surveys. The phases of historic resource survey were ambiguous

before the survey manual was changed, and only more so after the update. The GTC and

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[130] Cherry-Farmer, "Georgia's Historic Resource Survey."
[131] Ibid.

the FindIt! program recognized a phase 3 historic resource survey, whereas the HPD was not aware of a phase 3 survey.[132] FindIt! described phase 3 as gathering further information, but they were not sure to what end, because they never conduct phase 3 surveys.[133] Finally, the GTC explained that they refer to a phase 3 survey as a mitigation survey. The information sought in a phase 3 survey varies from project to project, but generally the HPD asks the GTC for further documentation on only the properties directly affected by their projects.[134] The new survey manual does not outline the two phases of historic resource survey. As stated previously funding for surveys has been cut in recent years, so the Survey Program Coordinator expects the historic resource surveys that are completed to be an intensive level survey, or a phase 2 survey.[135]

There have been efforts to boost historic resource surveys through cooperation with academic institutions across the state. Several of the universities in the state have historic preservation programs that teach their students about historic resource surveys, including the University of Georgia. It would be helpful for a class to conduct a historic resource survey within the limits of the course. However, courses last 15 weeks, and oftentimes, that is not enough time for the students to be trained, do the pre-survey work, conduct the field survey, do the data entry, and for the HPD to approve the survey. There is currently a layer in GNAHRGIS titled "Class Project" for just that reason; however, it contains only one completed historic resource survey: "Rock Springs 2013." The FindIt! program is managed at University of Georgia; however students must be employed as summer interns due to the restraints of academia and the logistic of conducting a field

[132] Cherry-Farmer, "Georgia's Historic Resource Survey."
[133] Kviklys, "FindIt! Surveys."
[134] Baumann, "Georgia Transmission Corporation Surveys."
[135] Cherry-Farmer, "Georgia's Historic Resource Survey." This does not include the Section 106 and environmental review surveys, which tend to be phase 1, or mitigation surveys.

survey. The FindIt! interns typically go into the field to conduct survey for four days at a time on four separate occasions, which would not be possible with a typical 15-credit hour student schedule for the fall or spring semesters. Therefore, the interns are hired for the summer, where they can dedicate their full attention to all stages of survey: the initial preparations, field survey, and the data entry after field work. Though this could vary for special projects, such as the Oxford survey, where FindIt! was specifically sought out to do a city-wide survey.

At the University of Georgia, within the Master of Historic Preservation program the topic of historic resource survey is currently taught within the Cultural Resource Assessment course, which covers a wide variety of topics. Due to the nature of this course, it would be difficult to dedicate the same amount of time that FindIt! interns can to being trained in and completing a historic resource survey inside or outside of class time, and complete it within the semester. At one point the Master of Historic Preservation program offered an entirely separate course that focused solely on historic resource survey, where the students could complete a survey within the academic and time constraints of a 15-week semester.[136]

While HPD has outlined a survey methodology in their survey manual, it is not always followed, depending on an agency's access to information and the level of intensity for the survey. The GDOT and the GTC have completed an immense amount of research that is not included in GNAHRGIS, and which they reference for their projects. The GTC has developed their own standards for historic resource surveys that they require their contractors to follow. This includes a list of resources and deliverables the contractor is expected to provide, as well as a list of materials that will be provided by the

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[136] Pratt Cassity, "MHP Survey Course," interviewed by author January 25, 2017.

GTC to the contractor, such as USGS quads. Outside of the FindIt! program, contractors can use whatever form or method they wish that will garner the information the HPD is looking for.[137] The FindIt! program has its own survey form, which is extremely similar to the HPD's form. Due to the memorandum of agreement held with the HPD, the FindIt! program is loosely beholden to follow the HPD's standards. As part of the flexibility in the agreement, the HPD and the GTC have recently established survey reports as part of the FindIt! survey, which was originally not required.[138]

While a digital copy of the survey form is available and set up as a fillable Microsoft Word document with drop down options, it is not used digitally.[139] Any digital, fillable form is perceived to be incompatible with GNAHRGIS, but that is not actually the case. An access database similar to the NCHPO Master Access database would be compatible with GNAHRGIS and the information could be batch uploaded whenever the access database was updated. This would require the use of a single survey form by all agencies conducting historic resource survey. However, the University of Georgia Information Technology Outreach Services (ITOS), who maintains GNAHRGIS, is apprehensive of batch uploads due to the frequent inaccuracies within the data, specifically resource coordinates.[140] In order for the information to be batch uploaded it must be in an excel spreadsheet or an access database. Through the use of an access database, the information entered is also consistent, due to the drop down response capabilities of Microsoft Access. Therefore, the fillable form, which captures all of the information needed for a historic resource survey, is not used to its potential simply due

[137] Baumann, "Georgia Transmission Corporation Surveys." The HPD form may be used, but it is not required.
[138] Cherry-Farmer, "Georgia's Historic Resource Survey."
[139] Ibid.
[140] Russo, "GNAHRGIS."

to the file format. Efforts have also been made to develop a mobile data collection

application compatible with GNAHRGIS. Similar applications already exist, such as

Collector and Survey 123, which are both compatible with ArcGIS. The information is

gathered offline in the field on a mobile device, and can be directly uploaded to ArcGIS

or ArcMap once the surveyor is back in the office. This sort of mobile application makes

the post-survey process seem like a large and inefficient use of time, as surveyors must

manually enter each resource into GNAHRGIS. While manual entry potentially improves

resource accuracy, if surveyors are using that time to check their data, it takes a

significant amount of time to complete. A true cost-benefit analysis needs to be

conducted to see which is a better and more efficient way to capture data in the field

while maintaining a high level of data accuracy.

Survey reports are also not standardized and tend to be up to the discretion of the

contractor. One of the GTC's current goals is to develop a template for survey reports

that they will require their contractors to use.[141] Standardizing the final survey report will

allow for consistent data reporting, which will render the information much more useful

for the public, outside of agency projects.

Georgia's Natural, Archaeological, and Historic Resource Geographic

Information System (GNAHRGIS) is a substantial resource that has the potential to do

much more than it already does. Being a geographic information system, GNAHRGIS

has the potential to perform many of the analytical functions needed for preservation

planning. Many agencies, local and county governments, and regional planning

departments have a GIS of their own. They pull information from GNAHRGIS; however,

the data within GNAHRGIS can only be useful if it is accurate. The data in GNAHRGIS

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[141] Baumann, "Georgia Transmission Corporation Surveys."

is only accurate if the data entered by surveyors is checked for accuracy. Oftentimes, that

data is not checked for accuracy, and data quality is a concern for all parties involved in

the survey program. These inaccuracies can be derived from human error, issues with

coordinate systems, lack of data, inaccuracies with previous data, and the lack of

consistency in data gathering. The next chapters will attempt to address process

standardization and data management, which are essential to data quality.

CHAPTER 5

THE HISTORIC RESOURCE SURVEY FORM

<u>GEORGIA</u>

Georgia's Department of Natural Resources, Historic Preservation Division
(HPD) has created a historic resource survey form – found in Appendix A, pages 124
through 127 – for use with Georgia's Natural, Archaeological, and Historic Resources
Geographic Information System (GNAHRGIS), implying that anyone wishing to use the
form will be putting the information into GNAHRGIS. This form has a comprehensive
set of information fields, and is meant for use with either a phase 1 or phase 2 survey:

- Identifying information: resource number, photograph number(s),
  latitude/longitude, USGS QUAD

- Resource Category

- Basic resource information: resource name and address

- Registration status and government preservation activity

- Use: original, subsequent, current

- Date of construction

- Architectural style

- Type

- Floor plan (original)

- Plan shape

- Number of stories

- Façade symmetry and front door

- Roof: material and type

- Chimney(s): location and material

- Construction system/technology

- Foundation: material and type

- Exterior materials

- Windows

- Porch configurations

- Porte-cochere

- Carport and/or garage

- Interior materials

- Outbuildings: current and historic

- Settings/grounds: yards, setting, relic structural features

- Surrounding environment

- Description of resource

- History of resource

- Architect/Engineer/Designer/Builder

- Area of Significance

- National Register Criteria

- Field Survey Evaluation: surveyor name and date[142]

A phase 2 survey would complete all fields within the form, whereas a phase 1 survey would complete a limited number of these fields.[143] This form also has an addendum that

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[142] Crass, "Georgia Historic Resources Survey Manual," pages 5-10.

details what each field in the form is looking for. Some fields such as "architectural style" have a list of responses, that when entered into GNAHRGIS appear as a drop-down menu.

Despite having a comprehensive historic resource survey form that is formatted for working with GNAHRGIS, each agency uses their own historic resource survey form. The Georgia Transmission Corporation (GTC) allows their contractors to use whichever form they wish.[144] The FindIt! program's survey form – found in Appendix A, pages 128 through 130 – is closest to HPD's form in length; however, there are several fields on the HPD form that are not on the FindIt! form. These fields include history of the resource, interior materials, porte-cochere, and carport/garage. Due to the type of survey that the FindIt! program conducts – not quite enough to be a phase 2 survey, because of the lack of extensive historic research on individual resources – it is reasonable that the interior materials and the history of the resource are not included on their form. However, the FindIt! survey form is so similar to the state form, that if they used the state form they could gather the same amount of information standard for a FindIt! survey and just leave blank the areas listed above, for which they don't gather data.

The Georgia Department of Transportation's form – found in Appendix A, page 147 – looks like it would be less comprehensive, because it is condensed to one page; however, all but one of the 31 fields on their form are also represented on HPD's form. The one outlier is actually a field the HPD form did not have: "owner/mailing address." The GDOT form also does not specifically ask for the latitude and longitude of the resource, which could contribute to inaccuracies with data entered into GNAHRGIS. If

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[143] Cherry-Farmer, "Georgia's Historic Resource Survey."
[144] Baumann, "Georgia Transmission Corporation Surveys."

coordinates are not being taken, and only addresses are used, a resource's location could easily be imprecisely positioned in GNAHRGIS. Currently the environmental review surveys conducted by GDOT do not go into GNAHRGIS; however, that is a feature they wish to implement within the next research phase of GNAHRGIS.[145]

The environmental review surveys have their own separate form that was developed by the Environmental Review & Preservation Planning office within the HPD. Their surveys generally are phase 1 surveys and whose form is very different from all of the previously mentioned forms. The form is shown in the Appendix on pages 132 through 135, and is very different from any of the historic resource survey forms due to the information it captures. Differentiating environmental review surveys and historic resource surveys seems to be a standard, even among other state programs, due to the differing nature and purpose of an environmental review survey. It is unclear whether all of the environmental review surveys are put into GNAHRGIS.

<u>North Carolina</u>

While the North Carolina Architectural Survey Manual was extremely detailed in its advice for surveyors, its form is brief. As shown in Appendix A, page 136, it is only one page, leaving the back side of the form for field notes, sketches, and descriptions. This form is to be used with all survey types, including environmental review. The fields listed require either a circled or custom response:

- Environmental review

- GIS

- County

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[145] Lawrence, "Georgia Department of Transportation Historic Resource Surveys."

- Survey site number

- Property name

- Street address/location description

- Town

- Ownership

- District/Neighborhood association

- Surveyor

- Date

- Survey Updates

- Study list/Determination of Eligibility recommendation and criteria

- Material integrity

- Condition

- Location: original or moved

- Construction date

- Major style group

- Construction (type)

- Primary original exterior material

- Covering

- Height

- Roof

- Plan

- Core form

- Design source

- Special associations/themes

- Outbuildings and landscape features

Approximately half of the fields list possible answers, such as the material integrity can be "high," "medium," "low" or "N/A gone."[146] These fields generally concern the description of the building; whereas, most of the fillable fields relate to identifying aspects of the resource. By limiting the customization of information provided, the data gathered and entered in the North Carolina Master Access database is more accurate and consistent than if each field had an open-ended response.

Depending on the type of survey being conducted, some or all of the fields above would be listed. While the form is limited to one page, it gathers much of the same information as the four-page Georgia survey form. The form can either be printed or left digitally in an Access database to be filled out in the field. Microsoft Access is free from the App store, and can be used on mobile devices, so printable forms are not needed unless a surveyor is sketching.

<div align="center">Washington State</div>

The Washington State Department of Archaeology & Historic Preservation's (DAHP) "Standards for Cultural Resource Reporting" explains the use of their five different inventory forms, which are based in the type of resource being survey. Submerged historic archaeological resources and cemeteries have printable forms. However archaeological sites, historic properties, and traditional cultural properties have digital-only forms.[147] Screenshots of an example completed historic resource inventory form can be found in the Appendix, page 137. These forms can be found on the

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[146] "Architectural Survey Manual," Appendix D: Historic Property Field Data Form.
[147] "Washington State Standards for Cultural Resources Reporting," page 11.

Washington Information System for Architectural & Archaeological Records Data

(WISAARD). There is a sixth form to be used for Section 106 and environmental review

surveys only and it is also strictly digital.[148] They are only available in digital format, so

that the information provided in WISAARD is consistent.[149] Supporting research and

documents can be uploaded in WISAARD as either JPEGs or PDFs and can be linked to

a resource through its unique identification number, which enhances the available

information for planners, researchers, and other public users.

The standards also define the difference between a reconnaissance and intensive

level historic property survey. These two levels follow the National Register Bulletin 24

guidelines. After identifying the resource in WISAARD by its unique identifier – tax

parcel number for historic resources – the following information must be gathered for a

reconnaissance level survey:

- Location information

- Name of Resource

- Historic and Current Uses

- Description of Physical Appearance

- Concise Statement of Significance

- Date of Construction (approximate)

- Two quality digital images (oblique and front)

- Applicable Characteristics[150]

- National, state, or local register status

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[148] "Compliance-Historic Buildings," Washington State Department of Archaeology & Historic Preservation, accessed February 12, 2017, http://www.dahp.wa.gov/compliance-historic-buildings-2.
[149] Gant, "Washington's Survey Program and WISAARD."
[150] This is referring to the National Register defined "character defining features."

- Ownership information

- Area of Significance

- Architect/Engineer/Builder

- In-depth statement of significance base on National Register criteria

- Bibliography[151]

For an intensive level survey, all of the above fields are required, as well as the following fields:

- Date of Construction, exact

- Historic images

- Determination of National Register eligibility by a cultural resources professional

- Historic or common name of the property

- Area of Significance/Historic context

- A thorough, in-depth statement of significance based on National Register criteria[152]

While these fields seem very similar to ones already in the reconnaissance survey, they are meant to be further researched and detailed in the intensive survey. It is also noted that upon review, if any information is found to be false, misleading, or incomplete, the submittal will be returned to the surveyor for corrections.[153] By not having a paper form, Washington allows surveyors to use their own methods for recording data in the field;

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[151] "Washington State Standards for Cultural Resources Reporting," page 11-12.
[152] Ibid., page 12.
[153] Ibid.

however, the information required by the state for approval is specified and defined through WISAARD.

<div align="center">Form Recommendations</div>

The information gathered for a historic resource during field survey in all of these forms is similar to that gathered by the Historic American Building Survey and outlined by National Register Bulletin 24. While Georgia's historic resource form is comprehensive and comparable to other states' forms in the information it attempts to gather, the form is not used by all agencies who conduct historic resource surveys within the state. The standardization of the process and the form in both North Carolina and Washington is what lends their database information to be more consistent and accurate. Standardizing the survey form for all agencies who conduct historic resource surveys in Georgia is the first step in ensuring consistent and more accurate data entered into the database and available to the public. The forms used by other agencies in Georgia are similar enough to the state's form, that it would not be too difficult for all agencies to switch to it. Ensuring that all the survey forms are the same would also help speed the review and approval process at the HPD.

The environmental review form is already separate. Because it captures such different information from the historic resource survey form, it does not make sense to merge the two into one form. If environmental review surveys were added to GNAHRGIS, they should be categorized differently from historic resource surveys. In this regard, Georgia could take a similar approach to Washington, whose environmental review form is strictly digital and entered directly into their database. Washington separates environmental review from historic properties surveys in WISAARD by

categorizing them differently. They do not show up as different layers, but they show up in the search tab as projects (environmental review surveys) or properties (historic property surveys).[154]

The Georgia historic resource survey form is currently printable for use in data collection, but not useable when it comes to digital data entry into GNAHRGIS. It would be easier if the form were made available in a fillable access database, like North Carolina has, in order for resources to be uploaded easily into GNAHRGIS. It might also be easier to collect data in the field, if the surveyors have a tablet that could use Microsoft Access offline, and take photographs of the property. That would reduce the amount of paper being used in the field, and it would eliminate the transfer of written notes into digital form, which would save a significant amount of money and time for anyone conducting a survey. However, this eliminates the current process of checking the data for accuracy; though new methods for checking data accuracy could be developed. A true cost-benefit analysis would need to be conducted on which method – paper forms and later digital data entry vs. mobile form to be uploaded once back on Wi-Fi – is better for data quality.

Concerning the information gathered on the form itself, there should be a better system for assigning unique identifiers to each historic property surveyed. This system could be similar to the Smithsonian Trinomial method mentioned earlier, or it could be based on county tax parcel numbers. Using a system, rather than just chronologically assigning unique identifiers upon entry, makes it easier to search for a specific resource later. Having a single site identifier for each property surveyed will help clear up the data in GNAHRGIS, by making it possible for duplicate points to be removed or merged with

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[154] Gant, "Washington's Survey Program and WISAARD."

one another, understanding property changes between surveys, and increasing data accuracy. It would also help anyone attempting to do research using either the files housed physically in the state office or digitally in GNAHRGIS. The next chapter will explore GNAHRGIS in more detail, highlighting why the accuracy and consistency of the information going into it is so important.

CHAPTER 6

THE DATABASE

<u>GNAHRGIS</u>

The Georgia Historic Preservation Division (HPD) within the Department

of Natural Resources houses and maintains historic resource survey records, including

Section 106 and environmental review surveys. All records, including measured drawings

and photographs associated with survey are kept in the HPD office. Records on

archaeological sites and cultural resource management reports are housed within the

Georgia Archaeological Site File (GASF) at the University of Georgia. The GASF is

associated with the HPD's online database; however due to the nature of the information,

the records are hidden from all but a few specific users.

Georgia's Natural, Archaeological, and Historic Resources Geographic

Information System (GNAHRGIS) is an "interactive Web-based registry and

geographical information system designed to catalog information."[155] GNAHRGIS is

constantly improving and changing to meet the needs of its primary users. In fact, there

was a major update and several minor ones that occurred during the writing of this thesis.

For the purposes of this thesis, GNAHRGIS will be described as it appeared on February

21, 2017. Unlike many state programs who have a GIS based database or inventory, the

HPD does not truly own their database. While the Georgia Department of Transportation

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[155] "Welcome to GNAHRGIS," Georgia Department of Natural Resources | Historic Preservation Division, accessed June 08, 2016, https://www.gnahrgis.org.

(GDOT) is responsible for funding GNAHRGIS, the University of Georgia Information

Technology Outreach Services (ITOS) manages the data and the online application.[156]

There are two public versions of GNAHRGIS, and a registered users' version

with varying levels of access. A consultant that will be conducting a historic resource

survey is given access to the registered users' side of GNAHRGIS, which allows the

consultant to view information restricted from the public. Other restricted access users

include the HPD, GASF, GTC, GDOT, and FindIt! employees. There are several levels

of registration access that determine how much and what exactly a user can change. The

HPD only gives consultants access to change the previously surveyed historic resources

that fall within their study area.[157] As stated in previous chapters, GNAHRGIS should be

utilized first when preparing to conduct a historic resource survey. A registered user

would be able to access more information than a public user.[158] For example, while a

public user can see the boundaries of the USGS quadrangles, a registered user has access

to view the georeferenced JPEGS of those quadrangles. Only registered users may add or

edit the historic resources within GNAHRGIS. Even then, registered users are only given

permission to edit the existing resource points within their survey area.[159]

One of the public versions does not require a login but does require the user to

agree to a disclaimer about the data quality, while the other public version is associated

with the same login site as the registered users and requires a guest login with an

acceptance of the same disclaimers. It is important to note that the latter of the two public

versions will be phased out soon, in order to clear up confusion about which site is the

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[156] Russo, "GNAHRGIS."
[157] Cherry-Farmer, "Georgia's Historic Resource Survey."
[158] Russo, "GNAHRGIS."
[159] Cherry-Farmer, "Georgia's Historic Resource Survey."

most accurate.[160] The version that is being phased out also includes an archaeology

predictive layer not included in the other public version of GNAHRGIS.
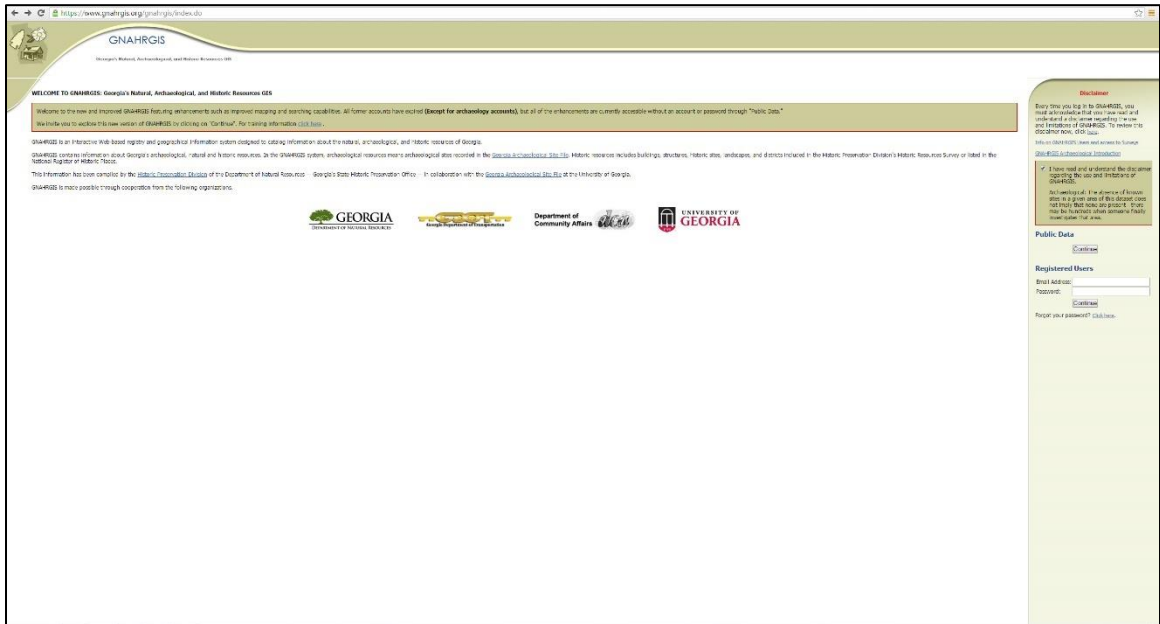
Figure 6-1: Old Public GNAHRIGS Login view[161]
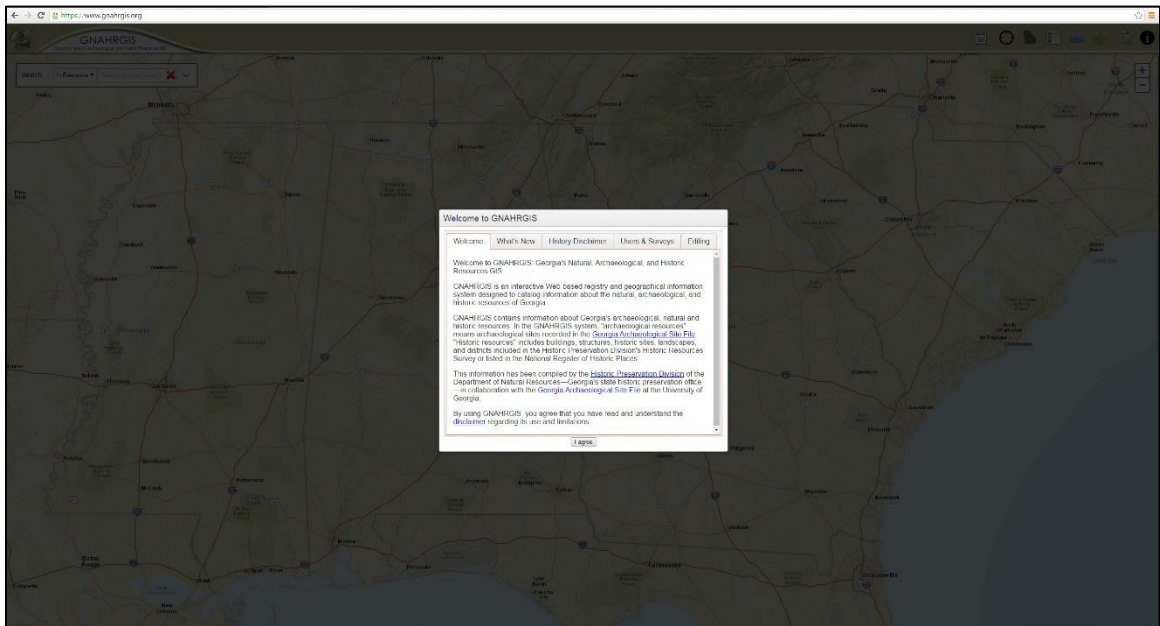
Figure 6-2: New Public GNAHRGIS Disclaimer view[162]

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[160] Russo, Anita, "GNAHRGIS."
[161] "Welcome to GNAHRGIS."

The disclaimer expresses the limitations of survey data within GNAHRGIS by first explaining that historic resource surveys capture a moment in time and can become "out of date" rather quickly upon completion. It also explains that not all surveys are visible to all users due to restrictions on public access to information, such as the locations of known archaeological sites. The HPD also restricts the public availability of newly entered surveys until a time when they have been able to review and approve the surveys. The HPD also clearly states in the disclaimer that "computerized data…should be relied upon - do not rely on possible obsolete data printed on the scanned paper survey forms." Data entered manually into GNAHRGIS ought to be more consistent, accurate, and up-to-date than the survey data collected before GNAHRGIS. This does not mean, however, that all pre-GNAHRGIS surveys that have been digitized and entered into GNAHRGIS are inaccurate. The final general disclaimer explains that any database this size is subject to errors and omissions. Because a survey captures a moment in time, it may include historic resources that are no longer extant and it may exclude resources that have only become historic after the time the survey was completed.[163]

Two non-general disclaimers specifically address the accuracy and reliability of the National Register eligibility assessments conducted for most historic resources and the multiple meanings of the phrase "no matches" when it is the result of a search query. While the criteria for significance and integrity of the National Register of Historic Places does not change, an individual historic property's significance and especially integrity could change in the time since the resource was last surveyed. Alterations,

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[162] "GNAHRGIS (Historic Resources) Disclaimers," GNAHRGIS Public, accessed February 21, 2017, https://www.gnahrgis.org/.
[163] "Welcome to GNAHRGIS."

additions, and repairs to historic properties have the potential to destroy a property's

historic integrity if those actions are taken without regard to historic fabric.[164]

   For both public and registered users there are multiple ways to search for specific

surveys or historic resources listed under the Historic tab. Users can search by either

using the search bar at the top left of the web browser or by using the "select tools" at the

top right to define an area on the map within which to search. Sometimes the results of

search queries will be "no matches," which can mean any of the following:

- The geographical area selected has not been surveyed yet.

- Historic resources matching the query may exist in the geographical area
  of the query but are not identified in existing surveys.

- Map coordinates for historic resources may have been inaccurately
  recorded.

This can be the result of the age of the survey, where the coordinate system used in the

survey may not have been recorded at all, while occasionally errors still happen when

recording historic resources; or if addresses were used instead of exact coordinates to

record a resource's location.[165]For resources with approximate addresses, the points in

GNAHRGIS can simply be moved to their correct location, if one takes the time to make

the corrections. In order for the resources, whose coordinate system is incorrect, to

appear in its appropriate location on the map two things must occur: the original

coordinate system in which the data was collected must be known, and the resources

must then be projected in the coordinate system used by GNAHRGIS.[166] An example of

an inaccurate coordinate system would be the 1998 survey of Douglas County. This

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[164] Ibid.
[165] Ibid.
[166] Russo, "GNAHRGIS."

survey does not appear in the public version of GNAHRGIS, because the entire survey

has been located outside of Georgia. Public GNAHRGIS only shows resources that are

located within the state's boundaries; thus, only registered users can see that the 1998

survey of Douglas County is clustered around Myrtle Beach, South Carolina.
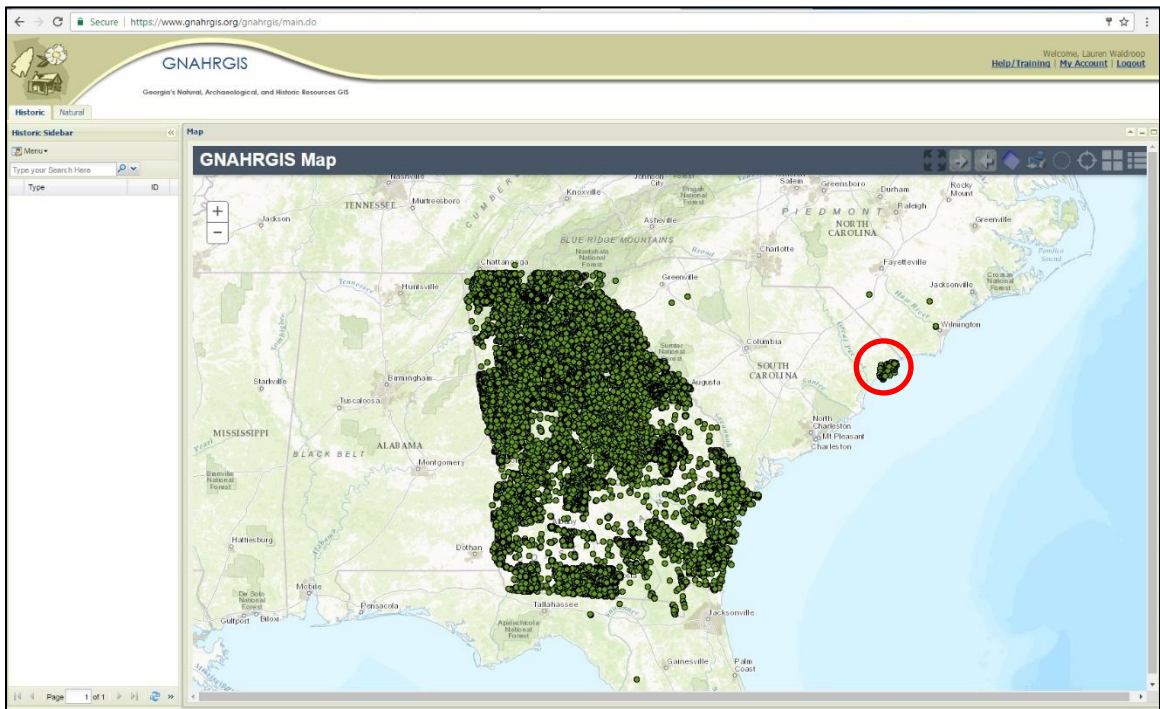
Figure 6-3: GNAHRGIS Registered user's initial view. 1998 Douglas County survey

located in South Carolina is circled in red[167]

Since the entire survey is located there rather than just one or two resources, it is likely

that the original coordinate system used to locate each historic resource is unknown or

inaccurately listed. If it were known, ITOS would have easily been able to correctly

project the data into the coordinate system used by GNAHRGIS.

There are three main tabs in GNAHRGIS: Historic, Natural, and Archaeology.

The Archaeology tab works on GNAHRGIS with the GASF, which houses all the

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[167] "Registered Users," GNAHRGIS, accessed February 21, 2017,
https://www.gnahrgis.org/gnahrgis/main.do.

"information about known archaeological sites of all periods in the state of Georgia."[168] Due to privacy laws, the archaeology tab is hidden from the public and inaccessible to any registered user except qualified archaeologists and archaeology students. The Natural tab does not have a search function; however, layers from that tab are included in the interactive map. Under the Historic tab, historic resources and surveys are searchable by city, county, or keywords.

Due to its nature as a geographically-based database, GNAHRGIS is a great preservation planning tool in that the information could be used for a multitude of things such as analyzing the best possible route for new transmission lines or determining appropriate boundaries for a local historic district. The GDOT also uses it to do historic context research of their own.[169] Thus, there are several layers in GNAHRGIS that directly relate to historic transportation methods: historic bridges, federal roads, and historic trolley resources among others. The other layers available to the public are:

- National Agriculture Imagery Program, infrared imagery, 2009
- Satellite imagery, 2005, 2006, 2007
- Color Infrared Imagery, 1999
- Grey-scale imagery, 1993
- Atlanta Sanborn maps, 1899
- Historic resources[170]
- Public Archaeology – shown in Figure 6-4
- Boundaries[171]

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[168] "General Information," Georgia Archaeological Site File.

[169] Lawrence, "Georgia Department of Transportation Historic Resource Surveys."

[170] These resources are only from the surveys that have been entered or uploaded into GNAHRGIS so far. They are symbolized by resource type once the layer is turned on.

- Hydrography

- Historical Transportation

- Conservation

- Rare Species[172]
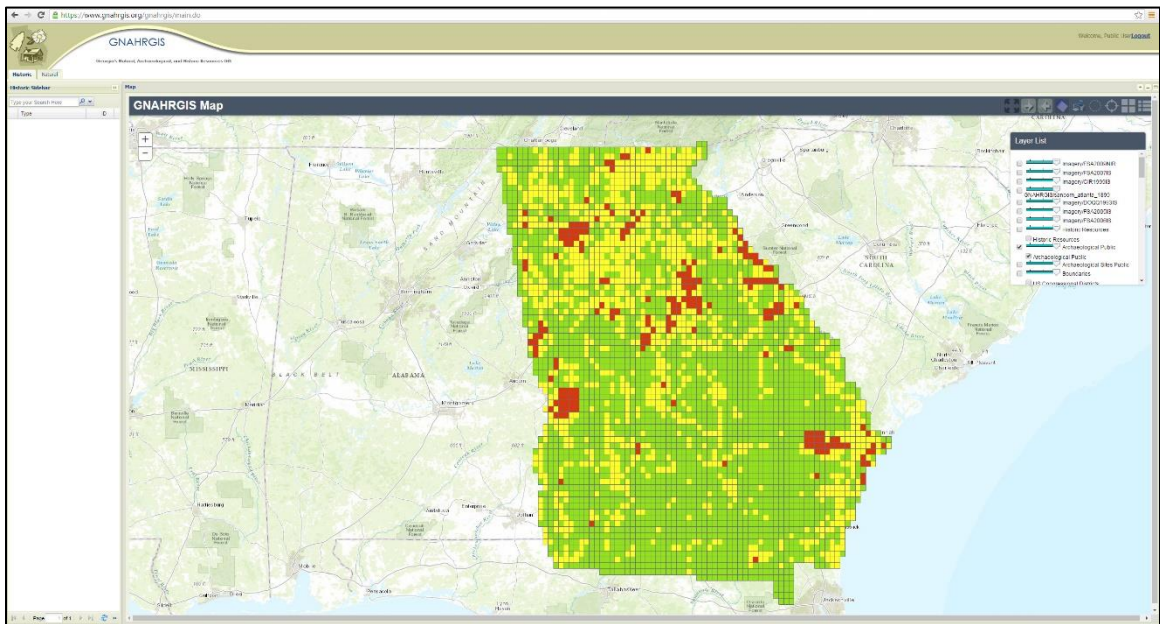
Figure 6-4: GNAHRGIS Registered user's view, public archaeology layer[173]

The accuracy of the data in GNAHRGIS is paramount to its usefulness. As it stands, thousands of historic resource points within GNAHRGIS are imprecisely located or projected on the map.[174] The majority of those points were surveyed before GNAHRGIS, but not all pre-GNAHRGIS surveys are inaccurately placed. For example, the 1998 Douglas County survey mentioned previously is inaccurately located, but a

[171] Boundaries include several subsequent layers such as judicial boundaries, county boundaries, DNR administrative regions, USGS quadrangles and quarter-quadrangles, and regional planning commissions.
[172] "Public Data," GNAHRGIS, accessed February 21, 2017, https://www.gnahrgis.org/gnahrgis/main.do.
[173] "Registered Users." This is a predictive layer that is available for registered users and in the old public version of GNAHRGIS, but not in the new public version. It is based on quarter quadrangles that are symbolized as red, yellow, or green. Red means there's a high probability for archaeological sites, yellow is for a medium probability, and green is for a low probability of archaeological sites. The vast majority of the state is green and yellow. However, there are several clusters of red throughout the state.
[174] Cherry-Farmer, "Georgia's Historic Resource Survey."

survey completed in 1992 for Coweta County has all of the historic resources in their correct locations, and even has the completed resource forms scanned as PDFs and attached to the point. [175] This is precisely the accuracy needed for GNAHRGIS to be its most useful.

Once the historic resource layer is turned on, all historic resources – symbolized by resource type – are shown and available to click on. After clicking on a resource, a small pop-up information window will appear; the information shown in the public view is limited. In the registered users' view, the points are not clickable, but after identifying a resource's GNAHRGIS ID, a user can search that ID number and view the full set of information for that resource, including any PDFs or JPEGs associated with it. [176] Registered users can print the resource reports and attached files. These attached files are not available in the public version.

The HPD instituted their resurvey policy two years ago, which requires contractors surveying a previously surveyed area to edit or correct existing resources within GNAHRGIS instead of creating an entirely new set of resource points for the area being surveyed.[177] Requiring surveyors to correct inaccurate information in GNAHRGIS for their project area improves data quality, even if it is only a small portion of all the inaccurately located resources within the database. Upon entering a new set of data for a historic resource, its location must be recorded first. If at this stage, it is known that a previously created point for the same resource is in GNAHRGIS the surveyor will be prompted to find that resource and associate the new data with the previously existing

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[175] "Registered Users."

[176] Ibid., it should be noted that since this description of GNAHRGIS was written on February 21, 2017, ITOS has updated the registered user version so that the historic resource points are clickable.

[177] Cherry-Farmer, "Georgia's Historic Resource Survey."

point. While this helps alleviate duplicate points within GNAHRGIS, it is done on a project-by-project basis, and correcting all points at once would take a large amount of time and effort. A broad scale proofing of all points within GNAHRGIS would be costly.

The HPD must approve the surveys going into GNAHRGIS for accuracy and consistency in meeting HPD standards; however, the only surveys HPD approves are those completed by CLGs. The FindIt! program's surveys are approved by its program coordinator.[178] Because all FindIt! surveys do not thoroughly evaluate each resource's eligibility for the National Register of Historic Places, the HPD must at least review and approve this portion of the survey data. However, this does not mean that HPD is reviewing each resource in each survey for accuracy of information, spelling, and grammar. That is contingent upon the individual agencies conducting surveys. The GTC surveys conducted outside of FindIt! are inconsistent in being entered into GNAHRGIS, while the GDOT environmental review surveys are not entered at all. If Georgia survey standards are to be followed, all surveys entered into GNAHRGIS should be approved by the HPD, either through the Environmental Review & Preservation Planning Program or the National Register & Survey Program.

With a broad purpose of aiding preservation planning for a variety of agencies and users, it is important to provide the data in a way that is easily retrievable. Many agencies such as the GTC and local or regional planning offices have their own "in-house" GIS. A feature on the new public GNAHRGIS is the option to export survey report data as a CSV or Microsoft Excel spreadsheet. Those file types are easily added and georeferenced to another GIS, where spatial analysis tools can be extensively used for preservation planning. Strangely, this download feature is not available through the

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[178] Ibid.

registered users' view of GNAHRGIS, when registered users are far more likely to use

GNAHRGIS data in the previously mentioned ways. Registered users can print the

currently viewed map or an individual resource report, but that is not as effective for

large-scale research as downloading a CSV or Microsoft Excel file.

A current project being developed by ITOS with regards to the pop-up

information and the HPD's resurvey initiative, is the option for multiple tabs within the

pop-up that would individually represent the information gathered by each survey for a

resource that had been surveyed multiple times. For example, if the Taylor-Grady House

in Athens had been surveyed in 1977, 1989, and 2014, the resource would only have one

point in GNAHRGIS, but its pop-up would have three tabs with the most recent survey

information presented first. This would eliminate duplicate points within the database,

while still presenting all the information.

Another new feature that ITOS is currently working on is a National Register

Data Tracker. The tracker contains three sublayers: one to represent currently pending

National Register nominations, one with points to represent buildings, structures, and

objects already listed, and the other with polygons to define the boundaries of districts

and sites already listed. ITOS obtained the data from the National Park Service's National

Register of Historic Places GIS database. They proofed the accuracy of that data,

especially the district boundaries, and prepared the layers to be presented to HPD for

review and approval.[179] Since the National Register GIS data is projected at a national

level, the boundaries of districts became skewed the further in one zoomed. Those

skewed boundaries needed to be corrected if they were to enter GNAHRGIS and be

represented at a state-wide and local scale. This layer is shown in Figure 6-5 and was

[179] Russo, "GNAHRGIS."

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added to the registered user's view of GNAHRGIS at the end of March, which is why it

is not discussed in the description of GNAHRGIS.
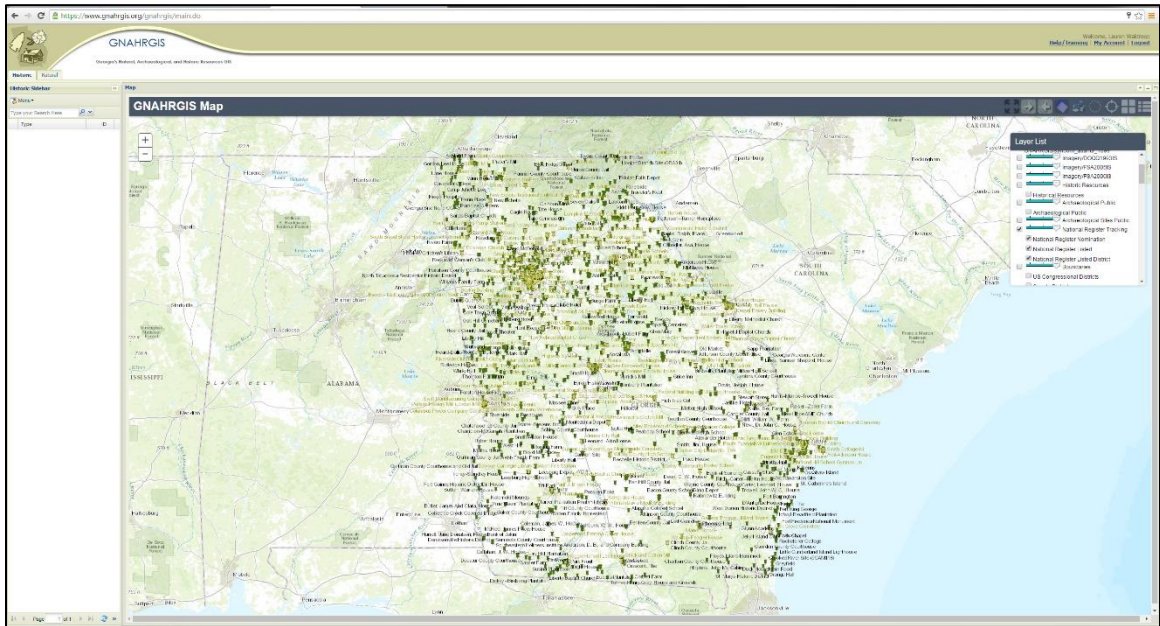
Figure 6-5: GNAHRGIS Restricted user's view, National Register Tracking layer[180]

Through the constant updates to GNAHRGIS, it is obvious that the databases'

stakeholders are always looking to improve the quality of data within GNAHRGIS and

its accessibility to all users. Future goals for GNAHRGIS include establishing a similar

data entry method for environmental review surveys, improving data visualization

through the pop-up information and report views, and enhancing the entire "Natural" tab

to provide more information.[181] While many critiques have been made in this chapter, it

is important to recognize that GNAHRGIS is a powerful and invaluable tool. This

commitment to collaboration and constant improvement is encouraging.

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[180] "Registered Users."
[181] Lawrence, "Georgia Department of Transportation Historic Resource Surveys."

The North Carolina State Historic Preservation Office (HPO) has a couple of ways in which they present the findings from historic resource survey. Archaeological surveys are not available online. The North Carolina Office of State Archaeology is currently working on establishing a GIS for Archaeology specifically, but it will likely have restricted access.[182] The architectural surveys however, are available through the HPO both digitally and in a physical archive, as National Register Bulletin 24 suggests. The physical survey reports, resource forms, and associated drawings and photographs are maintained by the Survey and National Register Branch of the HPO in Raleigh, North Carolina.[183] The database is organized by county, property name, and site number. The architectural survey reports that have been prepared since 2004, when the digital format was first introduced, are all available online. Surveys conducted in the decades before the digital format are partially available and are systematically being scanned and made available online.[184]

The second place that houses survey data is North Carolina's online geographic information system (HPOWEB) made available to the public. HPOWEB contains all designated historic properties and districts, and most properties surveyed regardless of designation.[185] There are two versions of HPOWEB for the web browser. The first version is meant for a more "general audience," and the second version is for an "advanced user." The Advanced HPOWEB provides spatial analysis and enhanced

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[182] "Data Inventory & Geographic Information Systems," NC OSA: GIS Services, accessed March 08, 2017, http://archaeology.ncdcr.gov/programs/gis.
[183] Brown, "North Carolina's Survey Program."
[184] "The Statewide Architectural Survey," North Carolina State Historic Preservation Office, Department of Natural and Cultural Resources, December 2016, accessed March 03, 2017, http://www.hpo.ncdcr.gov/bldgsurv.htm.
[185] Ibid.

searching tools. Some of its extra features include state plane coordinate conversion, georeferenced historical aerial imagery, and a 40-year collection of annotated USGS topographical maps.[186]

Before using either the General Audience or the Advanced HPOWEB, a pop-up window with an introduction to the site, including video tutorials, metadata links, quick tips, and technical specifications, a user must agree to their terms and conditions.[187] This introductory pop-up provides a lot of information on how to use the HPOWEB. There are more than twenty video tutorials that are extremely useful, especially for users without experience with mapping technology.[188] The most recent update, made in December 2016 to both versions of HPOWEB, was the addition of statewide aerial photographs from 1993, 1998, and 2010 made available as background views for the map.[189] The imagery becomes clearer the more the user zooms into the map. Aerial photography is an important part of HPOWEB. Since 2012, a different quarter of the state is flown each year to update the imagery.[190] Other background views include the standard ESRI backgrounds: Open Street Maps, USGS Topography, Light Grey background, and ESRI Aerial. The Advanced HPOWEB also includes two more topographic views and a Dark Gray background.[191]

[186] "HPOWEB GIS Service (Advanced User)," North Carolina State Historic Preservation Office, Department of Natural and Cultural Resources, March 01, 2017, accessed March 03, 2017, http://gis.ncdcr.gov/hpoweb/default.htm?config=AdvancedUser.xml.

[187] "HPOWEB GIS Service (General Audience)," North Carolina State Historic Preservation Office, Department of Natural and Cultural Resources, March 01, 2017, accessed March 03, 2017, http://gis.ncdcr.gov/hpoweb.

[188] "HPOWEB Tutorial Videos," North Carolina State Historic Preservation Office, Department of Natural and Cultural Resources, last updated December 03, 2015, accessed March 30, 2017. http://www.hpo.ncdcr.gov/gis/videos/Videos.html.

[189] "Look back in time – or at least 23 years," North Carolina State Historic Preservation Office, Department of Natural and Cultural Resources, December 7, 2016, accessed March 03, 2017, https://nchpo.wordpress.com.

[190] Ibid.

[191] Ibid.

Figure 6-6: HPOWEB General Audience[192]

The HPOWEB for General Audiences is meant for general research purposes, and
as such includes layers that focus on providing the data concerning the architectural
surveys. The layers are:

- National Register: points and boundaries

- Study List: points and boundaries

- Determined Eligible: points and boundaries

- Surveyed: points

- Local Landmarks and Districts: points and boundaries

- Boundary Shading

- Base Data

    o DOT Roads

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[192] "HPOWEB GIS Service (General Audience)."

- o Railroads

- o Municipal Boundaries

- o USGS Index Grid

- o Congressional Districts 2012

- o County Boundaries[193]

The legend explains that the "National Register" layer includes all properties and districts listed on the National Register of Historic Places. By clicking on a resource in the map view, a pop-up window appears providing basic information about the resource, as well as a link to its National Register nomination. The "Study List" layer includes all historic resources surveyed in an architectural survey and determined potentially eligible for the National Register. The "Determined Eligible" layer contains the resources determined eligible for the National Register after being surveyed for Section 106 or environmental review. Finally, the "Surveyed" layer includes all resource points that have been surveyed, either through architectural survey or Section 106/environmental review. These layers also show which historic resources have been destroyed or moved.[194]

    The Advanced HPOWEB has additional layers meant to be used in conjunction with the additional spatial analysis tools available. The extra layers are:

- North Carolina Flood Zones

  - o Echo Institutions

  - o NC Floodplain Mapping Program

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[193] Ibid.
[194] Ibid.

- Parcels

- Road Labels[195]

In the HPOWEB for General Audiences there are no spatial analysis tools available. The information is purely meant to be viewed and exported for research. There is an option to print the map as a PDF or JPEG. The results of search queries can be exported as either a CSV or Txt file. The linked National Register nominations are available as printable PDFs as well. Some of the survey reports are also linked to the resources they identified, but not all.[196] To view those reports that are not linked, a user must identify the resource by its HPO Site ID and ask the HPO for further assistance. It may require the user to go to Raleigh to view the paper files kept in the HPO archive.
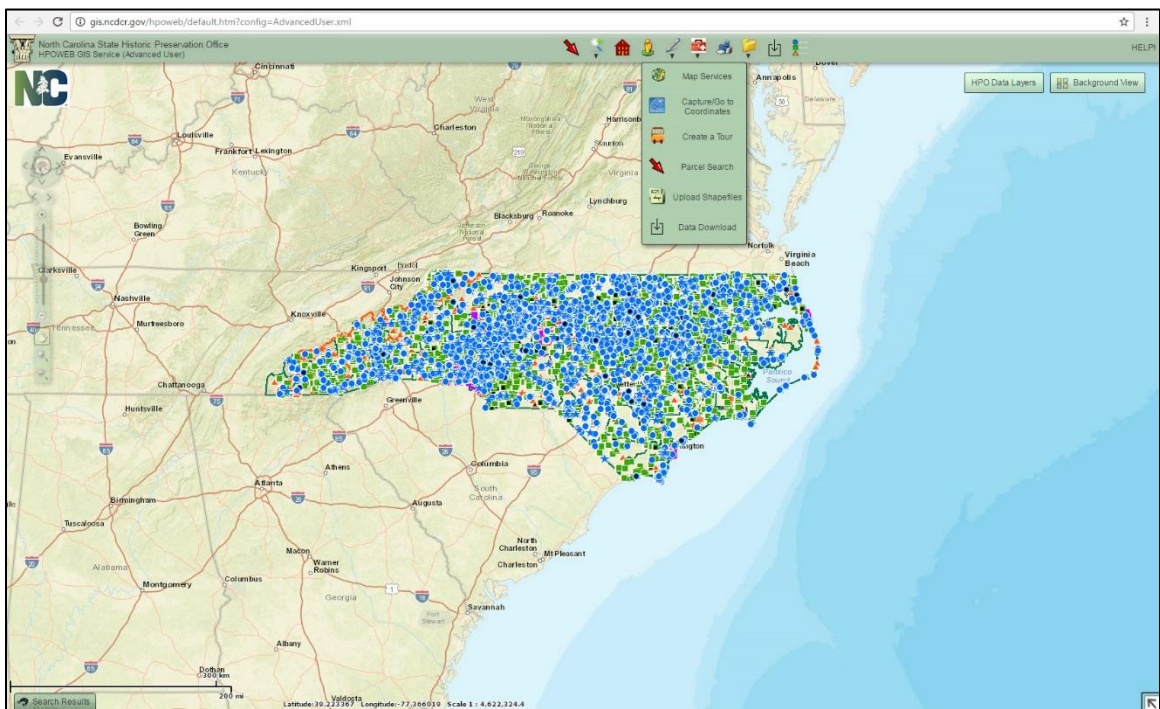
Figure 6-7: Advanced HPOWEB[197]

[195] "HPOWEB GIS Service (Advanced User)."
[196] "HPOWEB GIS Service (General Audience)."
[197] "HPOWEB GIS Service (Advanced User)."

The Advanced HPOWEB includes spatial analysis tools to help users not only view the data, but to use it. These advanced tools include:

- Map Services

- Capture/Go to Coordinates

- Create Tour

- Parcel Search

- Upload Shapefiles

- Data Download[198]

"Map Services" provides additional aerial imagery and USGS topography maps as shapefile layers. The "Capture/Go to Coordinate" tool allows the user to pinpoint exact coordinates and project them into another coordinate system. The "Create Tour" tool allows the user to create a tour between two addresses by either the shorter time or distance between the two. The tool also allows the user to create stops along the path between the addresses. The "Parcel" tool will provide basic information about individual tax parcels. The final two tools are for users that have experience with GIS, but may or may not have their own personal GIS. A user without GIS, who needs to do spatial analysis may upload their shapefiles and use the tools available online. The data download allows users with their own GIS to download the data as a geodatabase. This data download is available as a zipped file and is updated by HPO at the beginning of every month.[199] This ensures the accuracy of the information.

Both versions of HPOWEB also include a list of helpful links to further inform users of preservation services across the state. While HPOWEB is only available on a

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[198] Ibid.
[199] Ibid.

web browser, there are HPO maps available via the "ESRI Explorer for ArcGIS" mobile

application for smartphones and tablets.[200] The maps available separately show specific

surveys (Charlotte Phases I and II), resource types (Rosenwald Schools), or show the

entire General Audience HPOWEB. The mobile app functions similarly to the General

Audience HPOWEB in that it does not provide the advanced tools. Otherwise the

viewing capabilities and links to survey reports and National Register nominations work

just the same as the HPOWEB for the browser. By providing the data in multiple formats,

the North Carolina HPO is attempting to accommodate all types and skill levels of their

users.

Data accuracy is of utmost importance to the North Carolina HPO, which is why

they have strict policies outlined in their survey manual regarding the information to

collect during a survey and what data is entered into their access database, which informs

the HPOWEB. They are slowly improving the completeness of the data in HPOWEB, as

they are systematically adding and referencing the older surveys. However, it is obvious

that they prioritize the accuracy and usability of the data over its completeness as it is

presented in HPOWEB.

<div align="center">WISAARD</div>

The Washington Department of Archaeology and Historic Preservation (DAHP)

is the official repository for all statewide information concerning historic, cultural, and

archaeological sites in Washington. The DAHP maintains an archive of all paper records,

USGS quadrangle maps, photographic negatives, prints, slides, videos, and electronic

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[200] Ibid.

data about these resources.[201] These records are available to the public, excluding those exempt from public disclosure. The records that are exempt from public disclosure include:

- "Data, the disclosure or information of which if disclosed could result in private gain and/or public loss.

- Drafts and intra-agency memos that express an opinion, formulate policy, or make recommendations.

- Correspondence between agency staff and the Attorney General's Office.

- Information whose release would constitute an invasion of privacy as defined in RCW 42.56.050.

- Records, maps, and other information that identify the location of archaeological sites, historic sites, artifacts, or the sites of traditional religious, ceremonial, or social uses and activities of affected Indian tribes."[202]

While the DAHP maintains the records, and makes the information available to the public, there are measures in place to avoid the looting or depredation of historic, cultural, and archaeological sites.[203] However, in cases where these sites will be affected a memorandum of understanding is established between the DAHP and other relevant

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[201] "Records Management Program," Washington State Department of Archaeology & Historic Preservation, accessed March 03, 2017, http://www.dahp.wa.gov/programs/records-maintenance-program.
[202] "Public Disclosure," Washington State Department of Archaeology & Historic Preservation, accessed March 03, 2017, http://www.dahp.wa.gov/public-disclosure-0.
[203] "Records Management Program."

agencies, in which information about these sites is made available to ensure that state and

federal laws are followed.[204]

All records are also maintained digitally through DAHP's Geographic

Information System Initiative, the Washington Information System for Architectural &

Archaeological Records Data (WISAARD).[205] WISAARD is a web-based application

that must be launched from the DAHP's website. WISAARD is used to track all

compliance projects and should be used as a place to begin research on historic and

cultural properties.[206] For these two purposes, there are multiple levels of access in

WISAARD. The public view, which will be discussed extensively in this thesis, has the

least amount of access to information. There are also two levels of secure access. The

first level is for historic property data entry, and the second is for secure data entry for

archaeological data, which requires the user to meet one of the following criteria:

- "If you are a professional archaeologist meeting the Secretary of Interior

  Standards and Washington State Statue 27.53.030.

- If you are a Tribal cultural resource staff member.

- If you meet the Secretary of Interior Standards in a discipline other than

  archaeology.

- If you are a Section 106 manager for a Federal or State Agency, but do not

  meet the Secretary of the Interior Standards in any discipline.

- If you have a B.A. in archaeology and 5 years experience in Washington.

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[204] "GIS Program," Washington State Department of Archaeology & Historic Preservation, accessed March 03, 2017, http://www.dahp.wa.gov/geographic-information-system-gis.

[205] "Find a Historic Place," Washington State Department of Archaeology & Historic Preservation, accessed March 03, 2017, http://www.dahp.wa.gov/learn-and-research/find-a-historic-place.

[206] "WISAARD System," Washington State Department of Archaeology & Historic Preservation, accessed March 03, 2017, http://www.dahp.wa.gov/wisaard-and-historic-property-inventory-phase-iii-rollout.

- If you are an anthropology student needing access for a class project.

- If you are an academic researcher."[207]

All forms for requesting secure access are available online with tutorials to help users correctly request the appropriate secure access.

Before launching WISAARD, the DAHP website gives three disclaimers about the information maintained with WISAARD:

- The information is provided on an "as available" basis, and the DAHP and its staff make no warranty of the information.

- The information collected comes from various sources, and the DAHP and its staff are not responsible for the information's accuracy, completeness, reliability, timeliness, or usefulness.

- The information is not intended to be used in lieu of licensed professionals, who can provide accurate information and advice concerning historic, cultural, and archaeological sites.[208]

The DAHP recognizes that thousands of historic resources within WISAARD are inaccurately located within the database.[209] Only secure users have access to enter new data and edit an existing resource. Similarly to Georgia's resurvey initiative, the DAHP requires all new survey data to be checked for previously existing resources within WISAARD. The WISAARD information technology services have developed a tool within WISAARD allowing the merging of multiple points that represent the same

[207] "WISAARD 'The Secure Side,'" Washington State Department of Archaeology & Historic Preservation, accessed March 03, 2017, http://www.dahp.wa.gov/the-secure-side-of-wisaard.
[208] "Find a Historic Place."
[209] Gant, "Washington's Survey Program and WISAARD."

resource.[210] By using the merge tool instead of separately reentering information into a single point, it ensures that all information and files associated with that resource are accurately transferred into a single point on the map. Because most older surveys have simply been scanned and entered as PDFs associated with a location, it is rather simple to merge these files with the most accurately located point for a resource. The resulting information can be found under the resource's details; previous survey information is separated by inventory form with the most recent information presented first.[211]

The initial view in WISAARD is under the map tab which shows the entire state with only the Base Data layers for "Township Range & Sections" and "County Boundaries" showing. The other layers available for viewing on the map are:

- Property: Inventories and Derived from Assessor

- Register Public: Heritage Barns, Register Properties (points, lines, and polygons), and Register Districts

- Parcels

- Maritime: points and polygons

- Base Data

    o City Boundaries

    o Quadrangle Boundaries

    o Railroads: active and abandoned

    o Environmental: lakes and rivers

- Predictive Model

- GLOs

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[210] Ibid.

[211] "WISAARD," Washington State Department of Archaeology & Historic Preservation, accessed March 03, 2017, https://fortress.wa.gov/dahp/wisaardp3.

- o   GLO Features: water features, Indian sites, and trails

- o   GLO Survey Plat Map Layer[212]
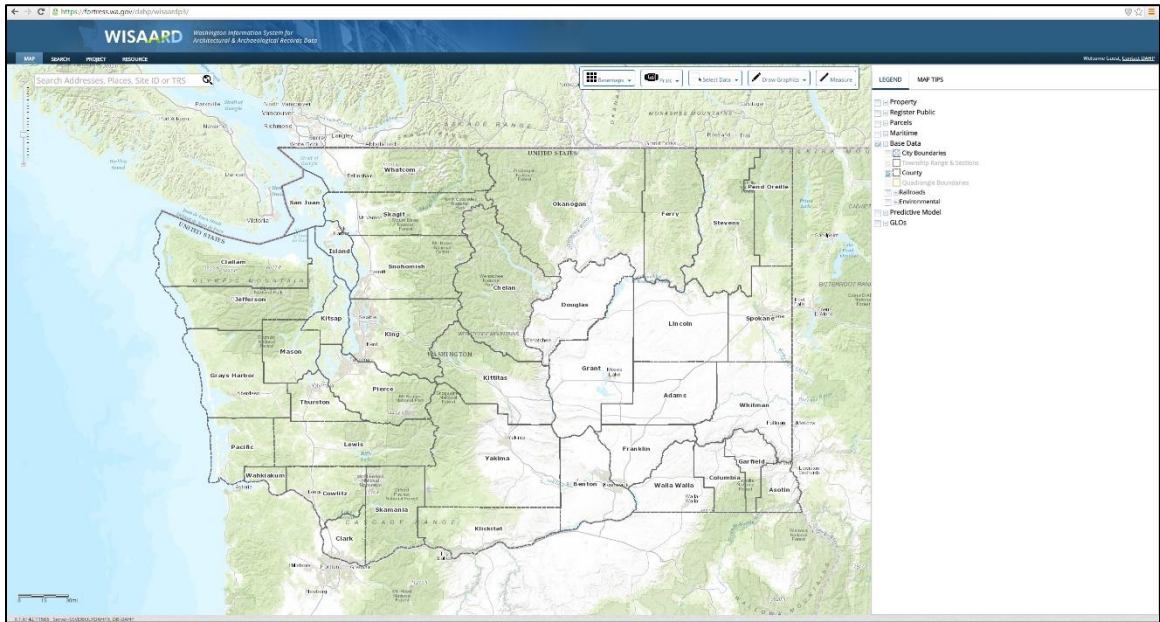
Figure 6-8: WISAARD map view[213]

The property layer will show all resources surveyed and symbolizes them by whether or

not they have been determined eligible for the National Register of Historic Places. This

layer also contains a sub-layer titled "Derived from Assessor." This sub-layer contains

information obtained for every tax parcel within the state from the tax assessor's office.

This sub-layer was added in 2011 to help inform future survey work and projects for

local governments.[214] As such, much of the information in this sub-layer is restricted to

secure users, though basic information for each parcel is available to the general public.

The Predictive Model layer shows the likelihood of finding archaeological

resources in an area on the map. While this layer does not directly reveal restricted

information regarding archaeological sites, it will help users identify the potential for

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[212] Ibid.

[213] Ibid.

[214] Gant, "Washington's Survey Program and WISAARD."

archaeological sites. This type of layer would be extremely useful for infrastructure

agencies such as the Department of Transportation, as they are choosing possible

locations for new routes and lines and expanding existing roadways.
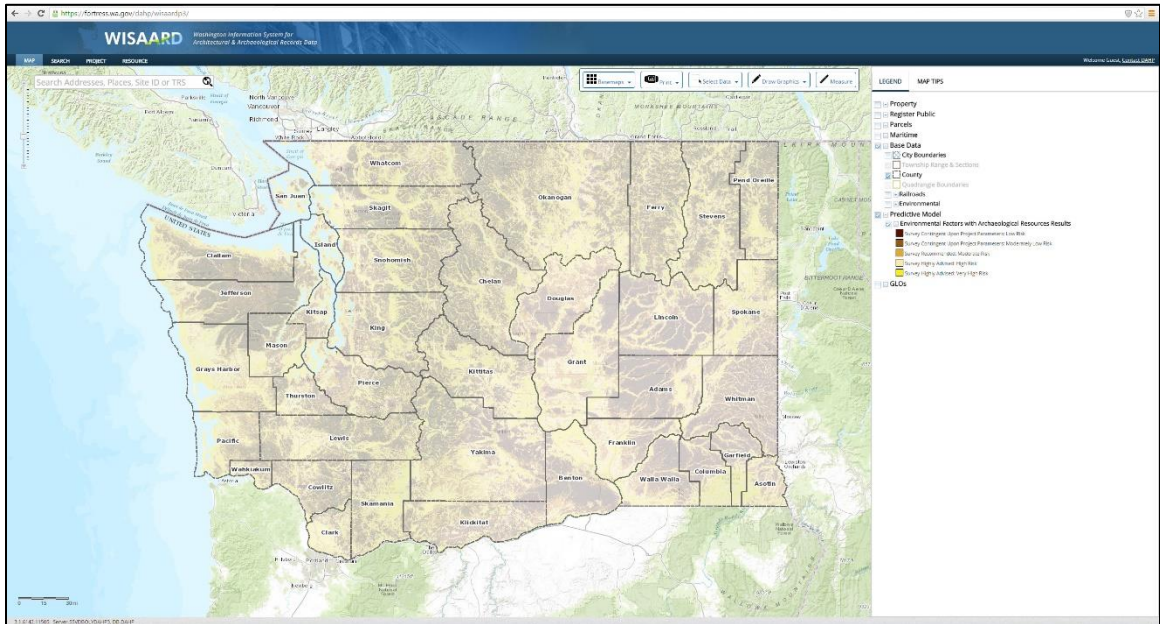
Figure 6-9: WISAARD map view, predictive model layer[215]

The GLO layer shows the General Land Office maps from 1812-1900, which

have been scanned as JPEGs in WISAARD and georeferenced. These maps were created

from the survey of all U.S. public lands before settlement. To conduct these surveys, land

was divided into square six-mile blocks called "townships," which was sub-divided into

"sections" and "ranges." Each subdivided area was given its own map or GLO.[216]

While turning on one of these layers will reveal the features – points, lines, and

polygons – in the layer, clicking on any of the features on the map will only reveal the

information about the resources allowed to the user based on their type of access – public

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[215] "WISAARD."

[216] "Historic General Land Office Plat Maps," ArcGIS, WAGeoservices, last modified August 10, 2016, accessed March 03, 2017,
https://www.arcgis.com/home/item.html?id=1dd51e15aafe4bf6b24f3465890b5535.

or secure. There is a search bar in the top left corner of the map that allows for searching

by address. The select data tools also allow for searching by an area selected using the

tool. A list of resources found in the selected area will appear on the right-hand side of

the screen, and can be looked at in further detail.
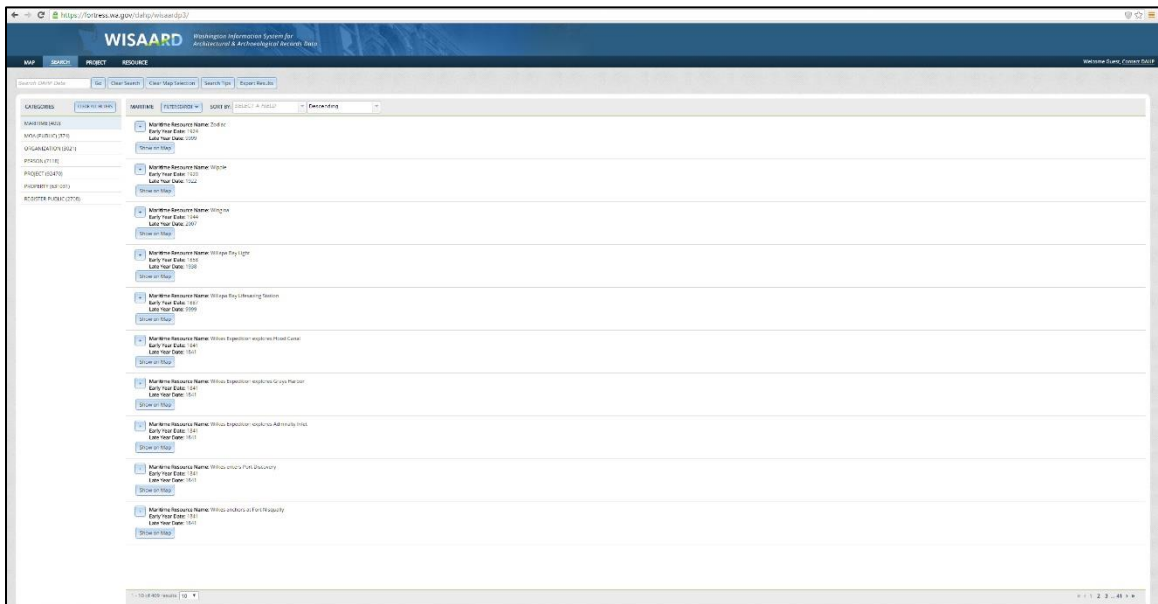
Figure 6-10: WISAARD search view[217]

The search tab at the top allows users to search by keywords, location, or

category. The categories of resources are:

- Maritime

- MOA (public)

- Organization

- Person

- Project

- Property

- Register Public[218]

[217] "WISAARD."

The major categories within the search tab are the Project and Property categories. The Project category lists nearly 92,000 resources and refers to all resources surveyed as part of a Section 106 or environmental review survey. The Property category lists over 630,000 resources and refers to all resources surveyed through a historic resource survey within the state.[219] Resulting resources will be listed 10 per page, showing basic information – property ID, historic name, common name, address, county, resource ID, and if it has images – along with a link to a more detailed page. The detailed page is opened under the Resource tab and will only show information regarding that resource if the user has the appropriate access to view the information. The Project tab is only available for a secure access user, and it shows all the Section 106 and environmental review surveys. Under this tab, users can create a new survey project or add to an existing survey project by entering inventory forms for surveyed resources.[220]

A feature that is accessible for secure access users only is a "Cultural" category and layer that outlines all areas that have been surveyed and has linked all survey reports with the appropriate survey area. This allows users to specifically see what areas of their state have been surveyed and what the findings of those surveys were. Many of the cultural resource surveys are not available for public viewing simply because they contain small amounts of restricted information, usually 1-2 archaeological sites within the survey area. As with most features though, the higher access a user has, the more they can view.[221]

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[218] Ibid.
[219] Gant, "Washington's Survey Program and WISAARD."
[220] "WISAARD."
[221] Gant, "Washington's Survey Program and WISAARD."

The final tab at the top of the page, the Resource tab, gives further detail about historic resources the user may have clicked on elsewhere when using the search functions. If the user has access to the detailed information, the entire inventory form along with images and associated PDFs will be available to view and print.
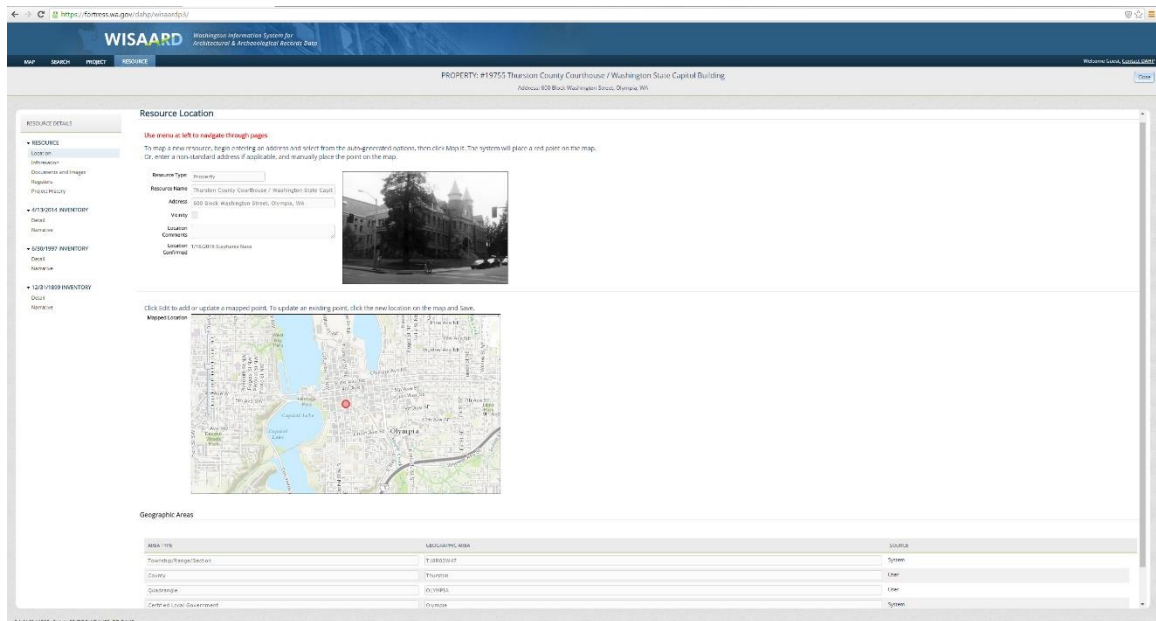
Figure 6-11: WISAARD resource view, Thurston County Courthouse[222]

Older surveys have been scanned and made available as PDFs, which will be associated with the appropriate historic resource.[223] While the documents attached to a resource are all available for download from the resource tab in WISAARD, it is possible to print a resource's report from the search tab. The only printable material that comes directly from the map is a PDF or JPEG of the map from the Map tab. Some reports are printable from the search tab, but the availability of that feature depends on the user's access level.

The Washington DAHP's focus with their digital database, WISAARD, is to have all records in the database. While the data is as complete as possible, the accuracy of

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[222] "WISAARD."
[223] Gant, "Washington's Survey Program and WISAARD."

resource locations and duplicate resource points is a significant issue. Because spatial

analysis tools are not available on WISAARD, the accuracy of a point's location is not as

important as it being in WISAARD. However, if users wanted and were able to download

the data for use with their own GIS, they would need to first correct inaccurate data.

Since data download is also not an option, the geographical accuracy of the information

seems to be for the benefit of DAHP alone.

<div align="center">Recommendations</div>

The Historic Preservation Division's (HPD) main concern with GNAHRGIS is

the quality and usability of the data. So far they have been successful in adding a lot of

data into GNAHRGIS, but at the expense of some accuracy. While there are a lot of small

improvements that could be made to GNAHRGIS that would make it more user-friendly,

something HPD should continuously focus on improving is the quality of the data within

GNAHRGIS. Before making any major changes or improvements to GNAHRGIS, HPD

needs to decide what area of data quality is more important, based on the goals of

GNAHRGIS: accuracy or completeness. While it is not impossible to have both accuracy

and completeness, it will be difficult to achieve both in a timely and cost-effective

manner.

The original purpose of GNAHRGIS was supposed to be a starting point for

research, similarly to WISAARD. For this reason, the functions and features of

GNAHRGIS should focus on the effectiveness of the search tools and the usability of the

results. While the search tools on GNAHRGIS are powerful, it is impossible to create a

report from search results. It is possible to export a survey as a CSV or Microsoft Excel

spreadsheet, but not the results from a search query. Registered users can also print individual resource reports, but that is not as effective when conducting research.

The accuracy of the data in GNAHRGIS is slowly being corrected and improved with the resurvey initiative. For research purposes, especially for writing historic contexts, the completeness of data is extremely important. Because surveyors are supposed to reference previous surveys as part of their initial research, it might be beneficial to not only require them to consolidate and fix inaccurate resource points within GNAHRGIS, but also to scan and attach old survey forms. This method would take surveyors significantly more time to complete, but it would improve both the accuracy and completeness of the data within GNAHRGIS. In order for this to work, it may be beneficial for HPD to create tutorials – North Carolina creates videos and Washington uses PDFs – on how to consolidate and correct inaccurate information in GNAHRGIS. This would help cut down work time for surveyors. Surveyors also need to know exactly what is required of them with the resurvey initiative, so that they can budget for the necessary steps and actions.

While HPD maintains a running list of counties and municipalities that have completed historic resource surveys, visualizing that information would be helpful for the HPD and programs such as FindIt! to understand where a county-wide survey is most needed. This could be a layer similar to the one on WISAARD and only viewable by secure access users, that uses polygons to show where surveys have been completed and have their final survey reports linked to those polygons. ITOS is currently working on a similar layer for the National Register tracker: a layer of polygons with attached PDFs. Using a similar method, it is possible to create a layer for completed survey areas.

Regardless of what and how improvements are made in GNAHRGIS, the goal should always be to improve its research functionality. It is not realistic to use spatial analysis tools within the web-browser application until the accuracy of the data has drastically improved. So for now the improvements should remain focused on its usefulness for researchers.

CHAPTER 7

CONCLUSION

Historic resource survey has been around as a nationwide preservation tool for nearly a century. While technologies, cameras, and databases have changed drastically, the core principles and purpose of survey have not. From the Historic American Building Survey to the state specific survey programs, the purpose of survey has never changed: to inform authorities and the public of historic and cultural resources for use in preservation planning. Preservation planning has come to mean several things at several levels from a restoration plan after a natural disaster to the decision on where to put a new transmission line. Historic resources are an important aspect of planning and have been made so through law with the National Historic Preservation Act of 1966.

This thesis began by looking at the history of historic resource survey within the United States. The Historic American Building Survey (HABS) set the first standards for historic resource survey. And while the National Historic Preservation Act of 1966 drastically changed the preservation world at national, state, and local levels, historic resource survey remained nearly the same. The HABS standards are still easily identifiable in state survey standards and processes used today.

New technologies drive new practices, and that is no exception with historic resource survey. The most prominent changes in technology deal with data storage and historic resource inventories. With ever-changing technologies, it is important to keep the goals of historic resource survey at the core. As seen in the comparative examples,

historic resource databases can be presented in multiple ways and function in multiple things. The purpose of Georgia's Natural, Archaeological, and Historic Resource Geographic Information System (GNAHRGIS) is for research: research for private use, for academic studies, and to produce historic contexts used to evaluate significance of historic resources and inform further survey work. While GNAHRGIS was ahead of its time, having been established in 2002 before both the North Carolina and Washington GIS-based databases, and has been a powerful tool, it is not perfect. There is room for improvement: some minor technical improvements and some major data management improvements.

Before any more fuel needs to be added to the proverbial fire, the Georgia Department of Natural Resources, Historic Preservation Division (HPD) needs to decide if the purpose of GNAHRGIS is changing. Because HPD does not actually own or maintain GNAHRGIS, they will need to negotiate with the Georgia Department of Transportation (GDOT) and the University of Georgia Information Technology Outreach Services (ITOS). If no understanding can be had between these organizations over the future of GNAHRGIS, it would behoove the HPD to consider utilizing an application such as Arches to maintain the state's survey record in a GIS due to its affordability, availability, and adaptability. Though it will likely not come to that, since these organizations have been working together on GNAHRGIS for over a decade.

Process standardization is essential to data accuracy, consistency, and management. Something the HPD could implement immediately is the required use of their historic resource form by all agencies and contractors. The other forms used in the state are so similar, it would not be difficult for agencies who conduct historic resource

survey to switch to the state's form. Environmental review surveys could still be treated differently though their inclusion in GNAHRGIS similarly to Washington's system that presents both in their geographic database while still keeping them separate from historic resource survey. Archaeology is another area of survey that is treated separately from and different than historic resource survey. Looking at their methodology and standards may also inform decisions made about historic resource survey and how to make the program more inclusive and comprehensive.

While the idea of a digital mobile application for data collection is simply phenomenal, the application thereof is not so simple. With the way GNAHRGIS is coded, it would be simpler to use an application such as Microsoft Access, which would require the form to be rewritten for that application, rather than to develop a GNAHRGIS-specific mobile data collection application. Both Microsoft Access and a mobile application would allow for batch uploading, decreasing the amount of time to complete a survey. If the survey process and form are standardized, ITOS' apprehension to batch upload due to frequent data inaccuracies should be alleviated.

While there are many ways in which the process of conducting historic resource surveys has and will change with ever-evolving technologies, the need for such an essential preservation tool will not change. As technology evolves, it is important to keep efficiency of the process, program, and work in mind to ensure that the new technologies are best suited to making historic resource survey as effective as it can be. State Historic Preservation Offices such as the Historic Preservation Division in Georgia are crucial to this ever present challenge; but collaboration with organizations such as the Georgia

Department of Transportation and the Georgia Transmission Corporation will make success possible.

While the focus of this thesis was limited to looking at the historic resource survey form and Georgia's Natural, Archaeological, and Historic Resource Geographic Information System, there are areas for further research that would be helpful in improving Georgia's historic resource survey program and assessing programs across the country. This thesis would have liked to examine programs like the Getty Conservation Institute's Arches more in-depth. Data collection is a topic that was originally a focus of this thesis, but was not explored due to its need for process standardization, which is why that topic was chosen. Without some sort of standard, a mobile application will not be as useable or effective for all agencies conducting survey; therefore, this thesis explored process standardization.

Survey methodologies are constantly being tested and improved. The FindIt! program is currently testing what they call the CAMA methodology. CAMA stands for computer assisted mass appraisal. CAMA data is stored in a geographic database and use in Georgia by tax assessors to maintain their records. In Georgia tax assessors update information in a rotating third of their county each year, so the information for an entire county is updated every three years. Due to the types of information gathered about individual properties, CAMA data could be used as a great research tool in the initial stages of survey, especially in planning for a survey. The CAMA methodology uses a combination of CAMA data, GNAHRGIS, Google Street View, and Bing StreetSide to conduct historic resource survey from the computer, and only verifying data and taking photographs in the field. The purpose of this methodology is to increase the amount of

information gathered while reducing the cost and time it takes to complete a historic resource survey. It will be interesting to see what results come from testing this methodology, and if and how it might be implemented at the state level. Looking at how other states survey methodologies are changing would inform any further research on this topic.

The need for historic resource survey will always be present, but the types of resources surveyed may change, and the ways in which survey is conducted may be modified. The purpose of historic resource survey as a preservation planning tool may even expand using geographic databases for spatial analysis, but at its core it will remain unchanged. The collaboration between the state, local governments, and other agencies conducting historic resource survey is necessary for survey programs to continue to improve and be successful. In eighty years, historic resource survey has proven that while the field of historic preservation may change and technologies improve, historic resource survey will remain a foundation of the field.

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APPENDIX: SURVEY AND INVENTORY FORMS

Historic American Buildings Survey, Short Format Example. Demosthenian Hall,

University of Georgia, Athens, Georgia. Written report.

HABS NO. 14-87
Page 1

HABS
GA
30-ATH
4A-

DEMOSTHENIAN HALL

Athens, Clarke County, Georgia
University of Georgia

Owner: Demosthenian Literary Society.

Date of Erection: 1824.

Architect or Builder:

Present Condition: Good.

Number of Stories: Two. Faces West.

Materials of Construction: Foundation and exterior walls brick

stuccoed. Wood floors. Roof metal.

Other Existing Records: College Life in the Old South, E.M.Coulter,

History Teacher at University. HABS Records 1934 by P. T. Marye.

Article, "Demosthenian Hall" by Inez Parker Cumming in Georgia Alumni
Record November, 1936.

Additional Data: Built in 1824 and occupied by Demosthenian Literary

Society. The society was organized 1803 for promotion of oratory and

named for Demosthenes.

Ornamental plaster cornice and center ceiling piece,

wood paneled wainscot and carved mantels in square assembly room which

occupies entire second floor except for narrow stair hall at back. The

first floor was formerly used for library and sitting room, later for

book and supply store, now for offices and music room.

Simplicity characterizes the exterior. The walls are

approximately two feet thick with deep set windows of eighteen small panes

each. Fanlight doorway. Outside chimneys. Hip roof.

HAROLD BUSH-BROWN Dec 26,
DISTRICT OFFICER HABS 1936

Historic American Buildings Survey, Outline Format Example. Pavilion IX, University

of Virginia, Charlottesville, Virginia. Written report, page 1.

HISTORIC AMERICAN BUILDINGS SURVEY

UNIVERSITY OF VIRGINIA, PAVILION IX   HABS No. VA-193-G

Location:	East Lawn, University of Virginia, Charlottesville, Virginia.
Present Owner:	University of Virginia.
Present Occupant:	Currently occupied by Professor Norman Knorr and his family as a private residence.
Significance:	Pavilion IX is part of one of the nation's most important architectural collections. The University of Virginia, chartered in 1819, was founded by Thomas Jefferson. Located on the southwest section of the lawn, Pavilion IX is one of ten pavilions designed by Jefferson that comprise the original portion of the University. The Palladian layout of the lawn is composed of 10 pavilions and 54 student rooms. Designed as "models of good taste and architecture", the pavilions are, for the most part, based on specific models from classical architecture. Pavilion IX is unique, demonstrating a break from the traditional, and introducing the French Neo-classic style, popular in the early eighteenth century.

PART I.   HISTORICAL INFORMATION

   A.   Physical History:

      1.   Date of erection: The original pavilion was completed in September of 1821. Additions to the west facade occured c. 1830 and 1860.

      2.   Architects: Thomas Jefferson was responsible for the original design, possibly influenced by Benjamin Latrobe. The architect of the additions is unknown.

      3.   Original and subsequent owners: Pavilion IX was constructed as part of the University of Virginia and has remained in the University's ownership.

Historic American Buildings Survey, Outline Format Example. Pavilion IX, University

of Virginia, Charlottesville, Virginia. Written report, page 2.

4. Building, contractor: Richard Ware, a resident
of Philadelphia erected several of the public
and private buildings at the University. It
is probable that he was responsible for the
construction of Pavilion Nine.

5. Original plans: Photocopies of the original
Thomas Jefferson drawings are on file in the
Manuscripts Room of Alderman Library at the
University of Virginia. They are also available
in, Thomas Jefferson's Architectural Drawings, by
Fredrick D. Nichols, published in 1978, by
the University of Virginia Press.

6. Alterations and Additions: Detailed information
concerning the alterations and additions to
Pavilion Nine is not available. Possible dates
for any changes to the structure can be found
in the Board of Visitors Minutes. The first
alteration to Pavilion Nine occurs between
1829 & 1837, when the building was occupied by
Professor Tucker. At this time the west facade
was altered by a small addition, the remaining
additions were added c. 1860.

The interior of the Pavilion has been altered
slightly. On the basement level the rooms
remain as they were, with the exception of the
flooring and the fireplace in the southwest room
which has been sealed. The ground floor has been
opened up with the removel of the doors. A
Tuscan arch was constructed in the dining room,
opening it to the additions. With the addition
to the west facade, several windows were sealed
on the first and second floors, and a doorway
constructed at the western end of the central
hallway.

B. Historical Context:

The University of Virginia, chartered in 1819, was founded
by Thomas Jefferson. An advocate of quality education
for the common man, Jefferson began planning his academical
village as early as 1816. By 1817 the site had been
selected and 200 acres of land conveyed to the University
by John M. Perry for $1,518.75. Thomas Jefferson was
responsible for the design of the University; possibly
inspired by Union College in Schenectady New York,
constructed in 1812, as well as the curriculum. With the
advice of several important architects, most notably William
Thornton and Benjamin Latrobe, the designs were finalized

Historic American Buildings Survey, Outline Format Example. Pavilion IX, University

of Virginia, Charlottesville, Virginia. Written report, page 3.

UNIVERSITY OF VIRGINIA, PAVILION IX, page 3
HABS No. VA-193-G

and work began. Although Jefferson was still designing
the Pavilions on the east lawn, the first corner stone
was laid October 6, 1817 on Pavilion Seven, located midway
on the west lawn. President Monroe officiated the opening
ceremonies. Work began on the remainder of the pavilions
on the west lawn soon after Pavilion Seven was started.
Pavilions Three, Five, Seven and Nine were completed by
September 30, 1821. The total cost of Pavilion Nine
was 8,785.04, the least expensive of all the buildings.

Funds for the University were obtained by subscription.
Joseph C. Cabell, John H. Cocke, and Thomas Jefferson
each made an initial subscription of one thousand dollars.
Each subscriber was asked to make the donation payable
on April 1, 1818, in whole or in part to be paid in four
installments. Through this approximately thirty-eight
thousand dollars was raised. In addition, materials for
construction were contributed.

Richard Ware, a resident of Philadelphia, is credited,
with the construction of several of the Universities
public and private buildings, including Pavilion Nine.
Answering an ad in the Philadelphia Journal, he visited
Charlottesville, submitted a bid and accepted the contract
on the condition he be allowed to hire better trained
brick-makers and layers from the north.

All of the materials used for the construction of the
University were local, with the exception of the carrara
marble, imported from Italy. The marble was used for the
capitols of the Rotunda Columns, when local stones were
found unsuitable for carving. The bricks manufactured
by local men, Perry, Thorn, Carter, and Chamberlin,
were burnt and molded in the neighborhood. The hydraulic
mill, also owned by Perry and other local firms was used
to supply the lumber. John Van Lew and Company,
Brochenbrough and Hume, two companies from Richmond
supplied the glass and hardware. The painting and glazing
is credited to Edward Lauber, also of Philadelphia, and
the ornamentation of the entablatures in the Pavilion
drawing rooms is credited to W.J. Coffee, an expert from
the north. The labor for the construction of the University
was supplied by slaves, who were hired on one year contracts.
John Herron, the overseer, supervised thirty-two laborers
in 1821.

The first professor appointed to the University was Dr.
Samual Knox of Baltimore. Two months before construction
began he accepted the professorship of languages, letters,
history, geography and rhetoric. Dr. Knox's salary was
five hundred dollars annually plus an additional fee
of twenty-five dollars for each student enrolled in his classes.

Historic American Buildings Survey, Outline Format Example. Pavilion IX, University

of Virginia, Charlottesville, Virginia. Written report, page 4.

Dr. Thomas Cooper of Pennsylvania was accepted on
October 7, 1817 as professor of chemistry and also law
until it could be filled. He was hired several years
before classes began for a fee of three thousand, five
hundred dollars per year. In 1820 the Board dismissed
Dr. Cooper, due to poor financial circumstances, although
Jefferson highly favored Dr. Cooper. The University
settled with him for approximately one third of his annual
salary.

Of the American men solicited at this time, George Tucker
was the first to accept, Francis Walker Gilmer was the
first to be approached but did not accept until later.
Dr. John Patton Emmet, was engaged at this time to teach
Natural History and Chemistry. He assumed the position
of Chairman of the Faculty. The remaining professors
were sought in Europe. This created a controversy,
many people believing there should be enough qualified
Americans to teach at the University. Professor Gilmer,
selected to make the trip, traveled through Europe
acquiring the services of: Dr. Roby Dunglison, as head
of the Medical Department; Charles Bonneycastle as
Professor of Natural Philosophy; Dr. Thomas Heuitt Key,
Professor of Mathematics; Dr. Bluetterman, Instructor of
Modern Languages and George Long as Professor of Latin.

These men arriving from Europe in early 1825 were the
only professors present when the University opened its
doors in March 7, 1825, to sixty-eight students. Professor
Emmet was appointed later, George Tucker was traveling
and Professor Gilmer was ill.

Professor George Tucker was the first person assigned to
Pavilion Nine. In May of 1824 he was invited to accept
the Chair of Ethics. At that time he was a member of
Congress, representing the Lynchburg, Virginia district.
Professor Tucker, almost fifty years old at the time of
his appointment, was the oldest member of the faculty.
Due to his experience and age he was the first elected
Chairman of the Faculty. Born in Bermuda to a family
important politically and socially, Tucker came to
America to study law. He choose William and Mary,
possibly to be close to a cousin who resided in Williamsburg.

Tucker was the most popular of all the professors "whose
genality never ran dry, and who never failed to delight
with his keen sense of humor, his inexhaustable fund
of ancedotes and his racy information on every subject
that arose in conversation."[1]

Historic American Buildings Survey, Outline Format Example. Pavilion IX, University

of Virginia, Charlottesville, Virginia. Written report, page 5.

In addition to his political aspirations, Tucker was
also an author. He wrote several books and poems, the
most popular being Valley of Shenandoah, which was
reprinted in England and translated into German. Tucker
also wrote numerous articles for periodicals and
journals. He took his writing seriously although none
of his colleagues admired his efforts, finding his
reputation distracting. Though none of his books
survive today in popular form, Tucker had a small
following in his day. Tucker remained at the University
twenty years; in 1845 he retired moving to Philadelphia
in order to pursue his writing.

During his years with the University Professor Tucker
was a well liked and outgoing man. While living in the
Pavilion, he and his wife Maria made several changes:
in 1829 and in 1837 "additions were made to the west
facade, extending the whole length and elevation of the
building about ten feet in width."[2] Tucker made the
additions and changes to the rear and was later reimbursed
by the University. It was also Tucker who planted the
now famous McGuffy Ash.

Professor Tucker also played a role in establishing
rules and regulations to govern the students. "It was
due to an attack on Professor Tucker and Professor
Emmet, during an early student riot, that strict rules
and regulations came into force. The young men at the
University were accustomed to drinking, carrying firearms,
and gambling at home, with almost complete freedom they
became disorderly. One evening the students had gathered
and were yelling "down with European professors." Tucker
and Emmett trying to break it up were attacked with a
cane. This incident provoked the faculty into demanding
an effective regulating policy or they would resign.
The Board of Visitors under Jefferson's recommendations
adopted strict regulations: students had to be in their
room by nine, up at dawn, eat breakfast by candlelight
and wear uniforms. Gambling, smoking and drinking were
forbidden and all funds were deposited with a proctor who
doled it out in small sums."[3] The students remained
quiet for several years, but the disturbances arose again
and continued to do so throughout the University's
early history.

After Tucker's retirement in 1845, Reverand William Holmes
McGuffey resided in Pavilion Nine. He remained at the
University until his death in 1873. McGuffey had a wide
reputation as a metaphysican and lecturer. His classes were
very popular and students would break into applause during
his lectures. "It is said of McGuffey that he possessed an

Historic American Buildings Survey, Outline Format Example. Pavilion IX, University

of Virginia, Charlottesville, Virginia. Written report, page 6.

extraordinary power to stimulate his pupils to think
and reason for themselves. "He never seemed so happy,"
remarks Judge R.T.W. Duke, Jr., one of his pupils, "as
when, with his class around him, in his lecture room, he
threaded the mazes of psychological inquiry, pouring a
flood of illustration on points the most obscure and
preplexing, now luring on by the beauties of his imagery,
now arousing the glowing fervor of his style, now going
back on his course to encourage those who sluggish minds
had been unable to follow him, mingling incident, and
antidote, humor and pathos".[4]

In addition to being a well liked and dynamic professor,
Rev. McGuffey was also the first clergy to become a
member of the faculty. Although he preached in pulpits
of other denominations, he was a member of the strictest
sect of Presbyterians. McGuffey fought for religious
reformation at the University and continued to do so
until his death. In 1849 the Sons of Temperence were
organized, McGuffey as well as Professors Minor and
Cabell played a large role in bringing total abstinence
to the University. In 1856 a Temperence Hall was dedicated
(on the site of what is now referred to as The Corner).
The religious instruction of the community was also
important to McGuffey, who played a large role in setting
up and supplying teachers to local missions. He
along with other faculty members and students supplied
gospel instruction in Sunday schools and worked with
local negro families.

McGuffey's widest fame is derived from his McGuffey
Reader's. The Eclectic Readers and Spellers were the
most popular works of that type for years, over 122,000,000
copies have been sold. According to legend the Ash tree
was named for McGuffey, who was said to have gathered
small children under the tree teaching them from his
readers.

During the Civil War the Pavilions fell into disrepair.
Although it is not clear exactly what additions and
repairs took place after the war, it is probable the
porch on the west facade was added. McGuffey an ardent
supporter of the south remained in the Pavilion through
the war and until his death in 1873.

After Reverand McGuffey's death, Colonal William E.
Peters resided in Pavilion Nine until 1906. Peters
was a professor of latin concentrating on grammar and
syntax. Also part of his curriculum was a course in
sanskrit. His most noted quality was his love of
accuracy and exactness, "he had a pervasive and
insistant personality in the classroom and was a postmaster

Historic American Buildings Survey, Outline Format Example. Pavilion IX, University

of Virginia, Charlottesville, Virginia. Written report, page 7.

in the art of cross questioning. He did not use the
club of sarcasm or the rapier of ridicule in dealing
with his students. He demand"proper respect for
recognized authority and proper performance of known
duty. But he was heartily loved."[5] He was a domineering
figure and successful instructor.

Col. Peters was held in high regard by his peers and
the students. As well as being a distinguished and
demanding professor, Peters was also admired for his
bravery in the Civil War.

An intense and earnest man, Peters was instrumental in
the construction of Fayerweather Hall, a new gym which
opened in September of 1893. He also served on the faculty
committee to solicit funds for the reconstruction of the
Rotunda after the fire. In July of 1893, Peters supported
a petition advocating the admission of women to the
University. Recommendations were drawn up and filed in
1894 by the committee. Peters was one of four out of
sixteen professors supporting the proposal which was
voted out on September 15, 1895. Professor Col. W. E.
Peters remained with the University until just after
the turn of the century.

In 1902 Professor Thomas Fitzhugh took over the Chair
of Latin occupied by Peters. Fitzhugh, a student from
1879 until 1883, received his masters of Arts from the
University of Virginia. Upon his resignation in 1899,
Peters urged the appointment of Fitzhugh, who was
approved. After his approval he was given a leave of
absence to complete his studies in Europe. Upon the
death of his wife, Fitzhugh returned to America and came
to the University. At this time the School of Moral
Philosophy and Mathematics were the only original schools
that had not been altered by subdivision.

Acheson Hench was the next occupant of Pavilion Nine,
he remained there until 1963, when Bob J. Harris moved
in. Professor Harris occupied the pavilion until 1978.
After the Harris' departed the family of Norman Knorr,
the current occupants, moved in. Detailed information
on the careers of Professors Hench, Harris and Knorr
is not available. For further information on the
history of the pavilion occupants or the University of
Virginia see the bibliography listings.

Historic American Buildings Survey, Outline Format Example. Pavilion IX, University of Virginia, Charlottesville, Virginia. Written report, page 8.

UNIVERSITY OF VIRGINIA, PAVILION IX
HABS No. VA-193-G (Page 8)

Footnotes

[1]Phillip Alexander Bruce, History of the University of Virginia (New York: Venis Publishing Company, 1904), p. 33.

[2]Board of Regents Minutes, University of Virginia. VLI, p. 227.

[3]Virginius Dabney, Mr. Jefferson's University (Charlottesville: University Press of Virginia, 1981), p. 8.

[4]Bruce, p. 91.

[5]Dabney, p. 3.

Historic American Buildings Survey, Outline Format Example. Pavilion IX, University

of Virginia, Charlottesville, Virginia. Written report, page 9.

II. ARCHITECTURAL INFORMATION

    A. General Statement:

        1. Pavilion Nine is two stories, resting on a full
           basement. The federal style building constructed
           in 1821 illustrates the influence of the French
           Neo-classic style. Originally square in form,
           subsequent additions have given it a rectangular
           shape. "The major motif of the pavilion is a
           block with low wings and a domed niche door
           opening, it is similar to C.N. Ledoux's Hotel
           Guimard, constructed in 1770. Jefferson's
           expressed concern for what he calls cubic
           and spherical architecture illustrates his
           awareness of the trends of the French Neo-
           classic. Pavilion Nine represents a contemporary
           approach to architecture."[1]

                   Endnote

        1. William H. Pierson, Jr., American Buildings
           and Their Architects (Garden City, New York:
           Archor Press/Doubleday, 1976), p. 330-332.

        2. Condition of the Fabric: Pavilion Nine
           is well maintained and in good physical condition.

    B. Description of Exterior:

        1. Overall Dimensions: The East (front) facade is
           divided into three bays, originally all facades
           consisted of three bays. Currently, the east
           facade is the only one to retain its original
           appearance. The symetrical building measures
           30'2" across and 40'4" in depth. The east facade
           features an exedra, with two Ionic columns
           set in antis. The design of the columns was
           taken from the Temple of Fortuna Virilis.

        2. Foundation: The structure rests on a full
           basement constructed of brick, with a plain
           watertable.

        3. Roof: Pavilion Nine is covered by a low pitched
           hipped roof, finished with slate shingles.

        4. Chimney: Located centrally in the hipped roof
           the chimney serves six fireplaces. The chimney
           is constructed of brick corbeled at the top.

Historic American Buildings Survey, Outline Format Example. Pavilion IX, University

of Virginia, Charlottesville, Virginia. Written report, page 10.

5. Openings

    A. Doors: The front double doorway is located centrally in the curve of the exedra. The three paneled doors are set in a 4'6" by 7'3" opening. Each door measures 1'8½" wide with brass hardware. The opening is finished with a decorative molding.

        The west facade consists of a porch on both levels, on the first floor, two doors open onto the porch. The main entrance is a three paneled door topped by an overscaled fanlight. The secondary entrance is a double door also topped by a light. The second floor has a centrally positioned paneled door, balanced on either side by a double hung window.

C. Description of Interior:

    1. Floor Plan: Pavilion Nine is based on a central hall plan with two rooms on either side. This plan is reflected in the basement and second floor. The ground floor has one large room on the south side which originally served as a classroom, now functioning as the living room.

    2. Basement: The full basement follows the plan of the second floor, with two smaller rooms to the north of the hallway, a large room (originally the kitchen) and the stair hall to the south.

    3. First Floor: The main entrance leads into a central hall. On the north is the living room, which measures 29'2" by 14'10½". Following the living room is the kitchen, a modern addition. To the south of the hall is the stair hall, and the dining room. The arched opening in the dining room leads to a study which is a later addition.

    4. Second Floor: To the north of the central hallway are two bedrooms. Directly beyond the bedrooms is a modern bathroom. To the south of the hall is the stair hall and a large bedroom, which originally functioned as the parlor.

    5. Stairway: Pavilion Nine is the only Pavilion designed with an open stairwell. The stairs running the full height of the house open into a large stair hall on each level. The open stair-case is decorated with ornamented brackets and a plain stair railing. The balustrade and newel are undecorated.

Historic American Buildings Survey, Outline Format Example. Pavilion IX, University

of Virginia, Charlottesville, Virginia. Written report, page 11.

6. Flooring: The flooring in the Pavilion is of pine wood. The planks running in an eastwest direction are of random widths, approximately 4½" to 7". The basement floor originally bricked is now covered with linoleum. The kitchen and bathrooms are also linoleum.

7. Wall and Ceiling Finish: The walls and ceilings are plastered, each room is trimmed with a baseboard and an undecorated cornice, with the exception of the northwest bedroom on the second floor, which has a highly decorated cornice.

8. Doors & Doorways: Typical doorways measure approximately 4'4" by 7'6", and are trimmed by a simple molding. The doors on the first floor have been removed.

9. Fireplaces and Mantels: Each of the rooms has a brick fireplace located in a projecting chimney breast, it has a rectangular opening trimmed with architrave molding and dentil work. The basement fireplace in the northeast room has been plastered, the fireplace in the southeast room, originally used for cooking measures 8'3", has an arched opening trimmed in bricks. All of the fireplaces have brick hearths.

D. Site

1. General: As part of the original portion of the University, Pavilion Nine has maintained its original form. The structure faces east onto the lawn, with gardens to the west of the building. Pavilion Nine is balanced on either side by student rooms and is tied to the rest of the lawn by the colonades.

2. Landscaping and Enclosures: The gardens, part of Jeffersons original design, located west of Pavilion Nine, are enclosed by serpentine walls. The garden measures approximately 88' by 115'. Pavilion Nine's garden consists of an informal plan focusing on the McGuffy Ash planted in 1826.

E. Sources of Information

1. Barringer, Paul Brandon, James Mercer Garnett and Rosewell Page. University of Virginia: Its History, Influence, Equipment and Characterics. New York: Lewis Publishing Company, 1904.

Historic American Buildings Survey, Outline Format Example. Pavilion IX, University of Virginia, Charlottesville, Virginia. Written report, page 12.

2. Board of Regents Minutes, University of Virginia, 1829-1982.

3. Bruce, Phillip Alexander. History of the University of Virginia. New York: MacMillion, 1920-1922.

4. Cabell, Nathaniel Francis. Early History of the University of Virginia: As Contained in the Letters of Thomas Jefferson and Joseph C. Cabell. Richmond: C.H. Wayne, Printer.

5. Culbreth, David M.R. The University of Virginia: Memories of Her Student Life and Professors. New York and Washington: The Neale Publishing Company, 1908.

6. Dabney, Virginius. Mr. Jefferson's University. Charlottesville: University Press of Virginia, 1981.

7. Patton, John Shelton. The University of Virginia: Glimpses of its Past and Present. Lynchburg: J.P. Bell Company Printers, 1900.

8. Pierson, Jr., William H. American Buildings and Their Architects; The Colonial and Neo-Classical Styles. Garden City, New York: chor Press/Doubleday, 1976.

III: PROJECT INFORMATION

This documentation was produced by the School of Architecture at the University of Virginia, under the direction of K. Edward Lay, Professor of Architecture. It was done during the Spring Semester of 1982 by Sharman E. Roberts, Graduate Student in Architectural History. The documentation was donated to the Historic American Buildings SUrvey. It was not produced under the supervision of HABS, nor edited by members of the HABS staff.

GEORGIA HISTORIC RESOURCES SURVEY FORM
For use with GNAHRGIS

Resource #:

Photograph #:

Latitude/Longitude:

QUAD:

1. Resource category (circle choice):

   District   Building   Site
   Structure   Landscape Feature   Object

2. Basic Resource Information
   a. Resource Name (historic name, if known):

   b. Address

3. Registration status and Government Preservation Activity
   a. GA/National Register status

   b. Government preservation activity

4. **Use**
   a. original: **b. subsequent:**   **c. current:**

5. Date of Construction:

6. **Architectural Style** (could be a "high style" example or simply have "elements" of a style):

7. **Type** (could be building type, site type, structure type, or object type):

8. **Floor Plan** (original)
   a. rooms across: **b. rooms deep:**

9. **Plan Shape:**

10. Number of Stories:

11. Façade Symmetry and Front Door
    a. Is front façade: Symmetrical or   Asymmetrical
    b. Number of front doors: 1 2 3
    c. Doorway descriptors: Fanlight, Double door, Sidelights, Simple, Transom lights

12. **Roof**
    a. **Roof Material:**   c. **Eaves & Cornices:**
    b. **Roof Type:**   d. **Dormers:**

Items in **BOLD - reference the Historic Resources Survey Form Addendum for answer options; refer to the Georgia Historic Resources Survey Manual for further guidance

13. Chimney(s)
    a.   **Chimney Location:**
    b.   **Chimney Material:**

14. Construction System/Technology:

15. Foundation
    a.   **Material:**
    b.   **Type:**

16. Exterior Material:

17. Windows

Type	Head	Shape	Pattern	Location	Frame material

18. Porch Configurations   No porch present _____

Height	Width	Location	Roof type	Enclosure	Status	Type	Foundation	Pier/Post

19. Porte-Cochere

    a. Location: e. Ground-level surface:

    b. Height: f. Supporting structure:

    c. Roof type: g. Rooftop structure:

    d. Foundation material: h. Enclosure:

20. Carport and/or Garage

    a. Form: e. Utility:

    b. Location: f. Size:

    c. Roof type/form: g. Enclosure:

    d. Design/material:

Items in **BOLD - reference the Historic Resources Survey Form Addendum for answer options; refer to the Georgia Historic Resources Survey Manual for further guidance
Version June 2015

21. Interior Materials (info on interior layout, materials, integrity):

22. **Outbuildings**

Historic outbuildings observed   Not recorded here
        AND/OR   AND   Recorded here (see below)
Non-historic outbuildings observed   Recorded on associated survey form – note GNAHRGIS #_____

Historic outbuildings recorded here
a. Type: **b. Use:**   **c. Exterior material:**

23. **Settings/ Grounds – Yard(s), Setting, Relic Structural Features**

Yard(s)
a. Overall layout: **b. Type:**   **c. If cemetery is present:**

d. Historic/ Non-historic Landscape features:

Setting
a. Cemetery: **b. Streetscaping:**   **c. Rural/Agricultural:**

Relic Structural Features:

24. **Surrounding Environment**

     Type: Rural   Suburban   Unincorporated community   Urban/Incorporated community

     Descriptor of type:

     Age of surrounding environment: mostly more than 50 yrs old   mostly less than 50 yrs old   mix/balance

Items in BOLD - reference the Historic Resources Survey Form Addendum for answer options; refer to the Georgia Historic Resources Survey Manual for further guidance
Version June 2015

25. Description of the Resource:

26. History of the Resource

27. Architect/Engineer/Designer/Builder (if known):

28. **Area of Significance (Historical Theme):**

    a. National Register area(s) of significance:

    b. Level of significance:

    c. Significant date/period:

    d. Justification of significance:

29. **National Register Criteria**

    a. Criteria for evaluation:

    b. Criteria considerations:

30. **Field Survey Evaluation**

Surveyor Name:
Date:

Items in **BOLD - reference the Historic Resources Survey Form Addendum for answer options; refer to the Georgia Historic Resources Survey Manual for further guidance
Version June 2015

FindIt! Survey Form, page 1.

HISTORIC RESOURCE SURVEY FORM

RESOURCE #:

1. Name of resource:	8. Date of construction:
	9. Altered (see item #26)
2. Location:	10. Addition (see item #26)
	11. Moved / Destroyed (see item #26)
3. Total number of resources on site: ____	12. SHPO Evaluation:
4. Number of each kind of resource on site: (answer below)	appears to meet NR criteria appears **NOT** to meet NR criteria
Building ____ Site ____ Landsc Feature ____ Structure ____ Object ____	may meet NR criteria because of
Outbuildings ____)	more information needed (refrain) integrity / age / significance

5. Uses:
Current Use (6) & Original Use (7)

Domestic / Residential
- **Single dwelling**
- **Multiple dwelling**
  - Apt bldg
  - Rowhouse
  - Duplex

Secondary structure
- Storage shed
- Garage / Carriage house
- Kitchen
- Privy
- Wellhouse
- Springhouse / Ice house
- Smokehouse
- Dwelling (secondary)
- Dairy
- Greenhouse / Pool house

Commercial
- Business / office
- Professional / office
- Bank/savings & loan
- Retail store / shop
- General store
- Restaurant / bar / café
- Hotel / inn / motel / b&b
- Department store
- Warehouse
- Multiple coml / shop ctr
- Professional assn / trade org
- Market

Religious
- Church / religious structure
- Church school
- Church-related housing
- Campground / arbor / retreat
- Ceremonial site

Educational
- School
- College / university
- Library
- College-related housing
- Research facility

Agriculture / Food Processing
- Agricultural outbuildings
- Barn / shed
  - (mule / cattle / horse / dairy / wagon / machinery / implement)
- Tobacco
- Chicken coop
- Silo / Windmill
- Corn crib

Agricultural storage
- Cotton / Peanut warehouse
- Grain elevator
- Tobacco warehouse

Agricultural processing
- Animal / Fishing facility
- Agricultural fields
- Tree farm
- Irrigation facility

Industrial/engineering
- Mill / processing / mfg
- Mill / company housing
- Waterworks
  - reservoir / dam / water tower / canal
- Extractive facility or site
- Communications facility
- Energy facility

Transportation
- Rail / Road / H2O / Ped / Air

Government/Public
- Fire station
- Post office
- City / town hall
- Jail / prison / police station
- Public works
- Courthouse (co / fed)
- Militia district
- Gov't office (type)
- Public housing

Entertainment / recreation / cultural
- Theater / opera hall / cinema / playhouse
- Museum / gallery
- Sports facility
- Outdoor rec / campground / picnic
- Auditorium
- Fair / amusement park
- Music fac. / bandstand
- Zoo

Commem. monument / marker
- Resort
- Work of art
- Bot. / horticultural garden

Funerary
- Cemetery
- Grave / mausoleum
- Mortuary / funeral home

Military
- Battle site
- Fortification
- Military facility (type)
- Armory / arms storage
- Military housing

Health care
- Hospital / Medical Clinic
- Business / office
- Spa / springs
- Nursing home / sanatorium

Civic / social
- Fraternal / patriotic org
- Club (common interest)
- Social / civic org.
- Philanthropic housing

Work in progress
Vacant/not in use

unknown
write in / see item #26

13a. (circle one)
High style or elements of style

13b. Style(s) (in alphabetical order)
No academic style

Art Deco	International
Beaux Arts Classicism	Italian Renaissance revival
Chicago School	Italianate
Colonial revival	Mediterranean revival
Craftsman	Moderne
Dutch Colonial revival	Neoclassical revival
Early Classical revival	Prairie style
English vernacular revival	Queen Anne
Exotic revival	Richardsonian Romanesque
Federal	Romanesque revival
Federal revival	Second Empire
Folk Victorian	Shingle
French Vernacular revival	Spanish Colonial revival
Georgian	Stick
Gothic revival (or)	Stripped Classical
Academic Gothic revival	Tudor
Greek revival	N / A
High Victorian eclectic	unknown
High Victorian Gothic	write in / see item #26

14. Building Type(s)

1 to 1 ½ story types

single pen	Ranch
rectangtangle square	Side Gable Cottage
double pen	**2 story types**
hall-parlor	I-house
saddlebag	Cent hallway
2 doors	Hall parlor
cent. door	Dbl pen
central hallway	Saddlebag
dogtrot	Plantation plain
Georgian cottage	Side hallway
Sand Hills cottage	Gabled ell house
Shotgun / Double shotgun	Queen Anne house
Gabled ell cottage	New South house
Queen Anne cottage	American foursquare
New South cottage	Georgian house
Pyramid cottage	Split level
Saltbox	
English cottage	N / A
Extended hall parlor	unknown
Bungalow	write in / see item #26
Front gable	
Side gable	
Hip	
Cross gable	

QUAD :

LAT/LONG:

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FindIt! Survey Form, page 2.

15a. Floor Plan: (original width)
one room
    square
    rectangular   three or more rooms
two equal rooms   central hallway
two unequal rooms   side hallway

15b. Depth : (original depth)
one room   unknown
two rooms   write-in / see item #26
more than two rooms

16. Plan Shape:
rectangularOctagonal   Circular
square   Octagonal
L / T / U / H / E   Triangular / flatiron
Greek Cross   Irregular (use rarely)
Latin Cross

17. Number of stories:_____

18a. Façade: symmetrical or asymmetrical

18b. Front door: 1   2   3   or more _____

19a. Roof types
     gable   shed / pent
         side   flat
         front   truncated hip / deck-on-hip
         cross   dome
         multi   conical
         clipped   complex
         stepped
         parapet   Unknown
     hip   write-in / see item #26
     pyramidal

19b. Roof materials
     composition/asphalt shingle   slate
     metal   asphalt roll
         standing seam   wood shingle
         pressed shingle   concrete tile
         pressed sheet
         corrugated sheet   unknown
     built-up tar and gravel   write-in / see item #26
     clay tile

20a. Chimney placement (indicate # of each)
     gable-end, exterior   lateral interior
     both gable ends   lateral exterior
     gable-end, interior   multiple random
     both gable ends   outside add-on
     double gable end   three or more chimneys
     both gable ends
     center   no chimney observed
     off-center, ridgeline   unknown
     off-ctr within roof surf   write-in / see item #26

20b. Chimney material

     brick   cobblestone / rustic
     fieldstone   stuccoed masonry
     coursed stone   concrete block

                           unknown
                           write-in / see item #26

21. Type of construction: (max 3)
     balloon frame / platform frame   concrete frame
     brick bearing   plankwall framing
     stone bearing   tile block bearing
     log   concrete slab
     mortise-and-tenon / brace frame   glass block
     post-and-beam (wood)   tabby
     metal / steel framing
     concrete block   unknown
     poured concrete (bearing wall)   write-in / see item #26

22. Exterior Material: (max 6)
wood   metal
     weatherboard / clapbrd   wrought iron
board-and-batten   cast iron / pressed tin
     vertical board   sheet metal / corrugated
     novelty siding / shiplap/   porcelain enamel steel
drop siding   write in
     shingles   concrete
     flush board siding   conc block / cinder blk
     beaded tongue&groove   decorative concrete blk
     half-timbering   poured wall
brick (note if handmade)   cast concrete detail
     common / American /   textured concrete
     running bond / veneer   prefabricated panel
     Flemish bond   tabby
     English bond   stucco
stone   glass
     fieldstone / rubble /   glass block
     regular coursed stone   plate glass
     random coursed stone   pigmented sheet glass
     rock-faced stone   carrara / prism glass
     rusticated stone   prism synthetics
     cobblestone / rustic   vinyl / aluminum siding
     stone panels   tarpaper / asphalt sheet
log   patterned asphalt
     hewn   asbestos siding
     V-notch / square notch   permastone
     half dovetail / dovetail   masonite siding
     saddle notch   plastic/fiberglass
ceramic   plywood / particle board
     terra cotta   insulbrick (composition)
     glazed brick / enameled
     tile block / tile mosaic   unknown
                           write-in / see item #26

23. Foundation Material: (max 3)
     Also Note: pier / pier with infill / continuous
     brick
     stone
     concrete   unknown
     wood   write-in / see item #26
     metal

24. Porch Configurations: (max 4)

	location	stories	width	material	roof
verandah					
wrap-around					
recessed					
portico					
stoop					
balcony					
porte-cochere					
arcade					

Roof Types: (fill in above)   NO PORCH AT ALL (not even a stoop)
hip / shed or pent / gable / hood / conical / complex

FindIt! Survey Form, page 3.

25. Window Types: (max 3)

	head (flat, etc.)	pattern (6/6, etc.)	shape (rect. etc.)
double hung sash			
single-hung sash			
casement			
fixed			
factory sash			
triple-hung sash			
jalousie			
pivotal sash			

unknown
write-in / see item #26

26. Physical Description: (write-in)

27. Outbuildings: (max 10)   (include # of each kind)

barn
   dairy / milking
   granary
   livestock
   machinery / wagon
   tobacco
blacksmith house
carriage house
chicken coop
corn crib
cotton house
dairy
Delco gen shed / gas plant
dovecote
flower pit
garage
greenhouse
guest house
ice house
implement shed
kitchen
mixed use
office

pool house
privy
root cellar / potato bank
secondary dwelling
seed house
silo
slave / servant house
smokehouse
springhouse
store
sweet potato house
tenant house
well house
windmill

unknown
write-in / see item #26

28a. Landscape Features: (max 10)

yard setting
   informal / picturesque
   casual / unplanned
   designed fencing / walls
   designed planting beds
   designed drives / walks
   formal / geometric
   terracing / retaining walls
streetscape
   street trees / landscaping
   town / courthouse sq
   street furn / fountain
   artwork / monumnet
   ornamental paving
   median

rural landscape / ag fields
   field systems
   fence / hedgerows
   cemetery
   terracing / contouring
   groves / orchards
   drainage / irrigation
   forest / woods
      natural
      planted

unknown
write-in / see item #26

28b. Surrounding Resources:

new   old   mixed old and new

29. Historical Themes: (max 5)

architecture / agriculture
commerce / industry
religion / education
social / cultural devel
transportation
gov't / politics / law
recreation / entertainment

African Amer. / Native Amer. history
other minority and ethnic groups
engineering / landscape arch
planning / military
exploration / settlement
conservation / public works
arts / letters

30. Significance (use sparingly):

architectural type (common / rare)
architecture style (common / rare)
architectural technique (common / rare)
architectural design
craftsmanship

history
   development
   activity
   person
   event

NAME:

DATE:

29c. Description(s) of Environment

town (residential/commercial)
urban (residential/commercial)
rural (agricultural/ forested/non-
   agricultural/crossroads
   comm)
(write-in)

suburban (residential/commercial)
vacant lots
industrial setting/park
strip development
designed landscape
mixed use

Georgia Department of Transportation Survey Form.

GDOT HISTORIC RESOURCE SURVEY FIELD FORM

1. Name of Resource:

3. Address/Location:

4. Owner/Mailing Address:

5. Classification: Building Site Struc Lscpefeature Object

7. Use current: _____ Single dwg Multiple dwg
Religious Educational Business office Prof office Retail Govt.
Civic Vacant (Other):_____
Use original: _____ Single dwg Multiple dwg
Religious Educational Business office Prof office Retail Govt.
Civic (Other): _____

8. Date of Construction: c. _____ - _____

9. Major changes & date (explain in #25):
__ altered (   )   __ moved (   )
__ addition (   )   __ destroyed (   ).

10. Architect/engineer/designer:

11. Contractor/builder/craftsman:

12. Style: __HIGH STYLE __ELEMENTS __NO ACADEMIC STYLE
__Craftsman __Folk Victorian __Col. Rev. __English Vern.Rev
__Neoclassical Rev __Italianate __Queen Anne __Gothic Rev
__Romanesque Rev __Second Empire __Stripped Classical
__Greek Rev __Spanish Col. Rev __Prairie __Georgian Rev
__Art Deco/Moderne __International __Beaux Arts Classicism
__High Victorian Gothic __Shingle __Italian Ren. Rev.
__Richardsonian Romanesque __Mediterran. Rev __Exotic Rev
__French Vern. Rev __Early Classical Rev __Federal Rev
__High Victorian Eclectic __Dutch Colonial Rev

13. Building Type: Single-Pen (rect., square), Double-Pen,
Hall-Parlor, Saddlebag (2 doors, Central Door), Central Hallway,
Dogtrot, Shotgun, Double Shotgun, Bungalow _____,
English Cottage, Gabled Ell Cottage, Side-Gabled Cottage,
Queen Anne Cottage, Queen Anne House, Georgian Cottage,
Georgian House, Pyramidal Cottage, Temple-Front Cottage,
I-House (Cent Hlwy, HP, Dbl. Pen, Saddlebag), New South
Cottage, New South House, Extended Hall-Parlor, Minimal
Traditional, Ranch, American 4-square, 2-story Hall-Parlor (double
pen, saddlebag), Plantation Plain, Split Level

14. Orig. Floorplan: Width: One room (square/rectangular), Two
equal rooms, Two unequal rooms, Three or more rooms, Central
hallway (passage), Side hallway (passage), Irregular, Unknown,
Other:_____
Depth: One room, Two rooms, More than two rooms, Unknown

15. Plan Shape: Rectangular, Square, L, T, U, H, E (shaped),
Octagonal, Irregular, Unknown

16. # of Stories: 1   1.5   2   2.5   w/basement (full/half)

17. Symmetry: [A] Asymmetrical [B] Symmetrical

Front Doors: 1   2   3 or more

18. Roof Type: Gable-side, Gable-front, Gable-cross, Gable-multi,
Gable-Clipped, Hip, Pyramidal, Gambrel, Mansard, Shed, Flat,
Deck-on-hip, Conical, Complex, Gable-on-hip, :_____
Material: Composition shingle, Clay tile, Asphalt roll, Built-up,
Metal (standing seam, pressed shingle, pressed sheet, corrug.
sheet), Slate, Wood shingle, Unknown, :

19. Chimny Plcment: Gable-end-ext. (1, 2), Gable-end-int. (1, 2),
Center, Off-center-ridgeline, Off-center-w/in surface,
Lateral-interior, Lateral-exterior, Multiple random, 3 or more,
No chimney observed, Unknown, :_____
Materials: Brick, Fieldstone, Coursed stone, Cobblestone/rusti
Stuccoed masonry, Concrete block

20. Construction: Balloon/platform frame, Brick-bearing, Stone-
bearing, Braced frame (mortise/tenon), Metal/steel framing,
Concrete block, Poured concrete (bearing wall), :_____

21. Exterior Materials: Wood (clapboard, bd/batten, vertical,
shiplap/drop siding, shingles, flush bd, beaded bd, half-
timbering), Bric' (common-bond, running-bond/veneer, Flemis
Log, Stone (fieldstone/rubble/unsquared, reg. coursed, randor
coursed, cobblestone/rustic, stone panels), Metal (sheet/corrug
cast iron/pressed tin, porcelain enamel steel), Concrete (block,
poured wall, cast concrete detail, textured concrete, prefab.
panel), Stucco, Glass (block, plate), Synthetics (vinyl/metal
siding, asbestos siding, tarpaper/asphalt siding, plastic,
plywood), Unknown, :_____

22. Foundation Materials: Brick, Stone, Concrete, Wood, Meta
Unknown, Write in:_____
Type: Pier, Pier w/ infill, Continuous

23. Porches Configuration: Verandah, Wrap, Recessed, Portico,
Stoop, Balcony, Porte-cochere, Arcade
Location: Front, Side, Rear, Corner
Height: 1, 2, 3+
Width: Partial, Full
Materials: Wood, Brick, Stone, Metal, Concrete
Type: Hip, Shed, Gable, Hood, Conical, Complex

24. Windows Type: Double/Single hung (___/___), Casement,
Fixed, Factory sash, Triple-hung, Jalousie, Pivotal,
Unknown, :_____
Head: Flat, Segmental, Round, Pointed arched
Shape: Rectangular, Square, Circular, Octagonal, :_____

25. Additional Physical Description:
_____
_____
_____
_____
_____
_____
_____
_____

27. Outbuildings (list):

29. Yard Setting: informal/picturesque, casual/unplanned, designe
fencing/wall, designed plantings/planting beds, designed
drives/walks, formal/geometric, terracing/contouring/retaining
walls
Streetscape: street trees/landscaping, median, street furniture
artwork/commemorative monument, ornamental paving, plante

30. # Bldgs____ #Struct____ #Sites____ #Outbldgs____ #Ldscp_

31. Environment: Urban (Res, Comm), Mixed Use, Town (Res,
Comm), Suburban (Res, Comm), Vacant lots, Industrial, Stri
dev, Design. ldscp
Age: [A] Old [B] New [C] Mixed old and new
Describe:

Historic Preservation Division, Environmental Review form, page 1.

Georgia Historic Preservation Division
Environmental Review Form

At a minimum, the Historic Preservation Division (HPD) requires the following information in order to review projects in accordance with applicable federal or state laws. Please note that the responsibility for preparing documentation, including items listed below, rests with the federal or state agency or its designated applicant. *HPDs ability to complete a timely project review largely depends on the quality and detail of the material submitted. If insufficient information is provided, HPD may need to request additional materials, which will prolong the review process. For complex projects, some applicants may find it advantageous to hire a preservation professional with expertise in history, architectural history and/or archaeology, who would have access to the Georgia Archaeological Site Files and an understanding of HPDs publically available files.*

PLEASE NOTE: THERE IS A 30-DAY REVIEW PERIOD FROM THE DATE HPD RECEIVES THE SUBMITTAL. SHOULD ADDITIONAL INFORMATION BE REQUESTED, PLEASE NOTE THE 30-DAY PERIOD RESTARTS.

I.   **General Information**

    A.   **Project Name**: _____

        Project Address: _____

        City: _____   County: _____

    B.   **Federal Agency Involved**:_____

        State Agency (if applicable): _____

    C.   **Agency's Involvement:**

        ☐   Funding   ☐   Unknown
        ☐   License/Permit   ☐   Other, please explain:
        ☐   Direct/Is performing the action   _____

    D.   **Type of Review Requested:**

        ☐   Section 106 of the National Historic Preservation Act (Federal involvement)
        ☐   Section 110 of the National Historic Preservation Act (Federally owned properties)
        ☐   Georgia Environmental Policy Act (State involvement)
        ☐   State Agency Historic Property Stewardship Program/State Stewardship (State owned properties)
        ☐   Technical Assistance (No Federal or State involvement)
        ☐   Unknown

    E.   **Contact Information**: ☐ **Applicant**   ☐ **Consultant**

        Name/Title/Company: _____

        Address: _____

        City/State/Zip: _____

        Phone: _____ Email: _____

        Agency Contact Info (either State or Federal, according to review type):

        Name/Title/Agency: _____

        Address: _____

        City/State/Zip: _____

        Phone: _____ Email: _____

Historic Preservation Division, Environmental Review form, page 2.

II.   **Project Information**

    A. **Project Type:**

☐ Road/Highway Construction or   ☐ Relicensing
    Improvements   ☐ Utilities/Infrastructure
☐ Demolition   ☐ Unknown
☐ Rehabilitation   ☐ Other: _____
☐ Addition to Existing Building/Structure
☐ New Construction

    B. **Project Description and Plans** This should include a *detailed* scope of work, including *any* actions to be taken in relation to the project, such as all aspects of new construction, replacement/repair, demolition, ground disturbance, and all ancillary work (temporary roads, etc.), as applicable. Attach additional pages if necessary. If a detailed scope of work is not available yet, please explain and include all preliminary information:

_____
_____
_____
_____
_____
_____
_____

    C. **Land Disturbing Activity** This should include a detailed description of all horizontal and vertical ground disturbance, such as haul roads, cut or fill areas, excavations, landscaping activities, ditching, utility burial, grading, water tower construction, etc., as applicable:

_____
_____
_____
_____
_____

    D. Has this identical project or a related project been previously submitted to HPD for review? YES ____ NO ____
           If yes, please enclose a copy of HPDs previous response

    E. Is this project also being reviewed under a tax incentive program administered through HPD? YES ____ NO ____

    F. Is this review request in order to satisfy an application requirement, such as for a grant? YES ____ NO ____
           If yes, are project plans/scope of work available yet? YES ____ NO ____
           If yes, please enclose a copy of the project plans/scope of work as outlined in II.B and II.C above

III.   **Site Information**

    A. In the past this property has been used for:

         1. Farming   YES ____   NO ____
         2. Pasture   YES ____   NO ____
         3. Mining   YES ____   NO ____
         4. Timbering   YES ____   NO ____
         5. Road construction   YES ____   NO ____
         6. Housing   YES ____   NO ____
         7. Landfill   YES ____   NO ____
         8. Commercial   YES ____   NO ____
         9. Industrial   YES ____   NO ____
        10. Other (explain): _____

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B. Describe what currently exists on the property today (i.e. buildings, parking lot, house, barn, outbuildings, woods, grass, garden, etc.):

_____
_____

IV.   **Cultural Resources**

Background research for previously identified properties within the project area may be undertaken at HPD, including National Register of Historic Places files, county and city surveys, and identified sites files. Additionally, research at the Georgia Archaeological Site Files (GASF) in Athens may be undertaken by a qualified archaeologist or site file staff. To make a research appointment or find contact information for GASF, please visit our website. **Please note that as part of the review process, HPD may request an archaeological survey.**

A.   To your knowledge, has a cultural resources assessment or a historic resources survey been conducted in the project area? YES_____ NO _____ DO NOT KNOW _____ (see: http://www.georgiashpo.org/register/survey)
          If yes, provide the title, author, and date of the report:

_____
_____

B.   Area of Potential Effect (APE)

The APE is the geographic area or areas within which a project may cause changes (or effects). These changes can be direct (physical) or indirect (visual, noise, vibrations) effects. The APE varies with the project type and should factor in topography, vegetation, existing development, physical siting of the project, and existing/planned development. For example:

If your project includes...	Then your APE would be...
Rehabilitation, renovation, and/or demolition of a building or structure, or new construction	the building or property itself and the surrounding properties/setting with a view of the project
Road/Highway construction or improvements, streetscapes, pedestrian or bicycle facilities	the length of the project corridor and the surrounding properties/setting with a view of the project
Above ground utilities, such as siren/radio towers, water towers, pump stations, retention ponds, etc.	the area of ground disturbance and the surrounding properties/setting with a view of the project
Underground utilities	the area of ground disturbance

Based on this information, **identify the APE for your project, similar to above, and describe what exists within it** (ie. is it modern or historic residential or commercial development, undeveloped, etc. within the APE):

_____
_____
_____
_____

C.   Is the project located within or adjacent to a National Register of Historic Places (NRHP) listed or eligible historic property or district or a locally designated property or district?
YES ____ NO ____ DO NOT KNOW ____
          *If yes, please provide names:*_____

D.   Within the project APE as identified in IV.B, are there any other buildings or structures that are 50 years old or older? YES ____ NO ____ DO NOT KNOW ____
          If yes, provide photographs of each building or structure and key the photos to a site map.

E.   Are any of the buildings or structures identified in IV.D listed or eligible for listing in the NRHP?
YES ____ NO ____ DO NOT KNOW____
          If yes, please identify the properties (by name or photo #).

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Historic Preservation Division, Environmental Review form, page 4.

<div style="border:1px solid">

F. Effects Information

1. Does the project involve the rehabilitation, renovation, relocation, demolition or addition to any building or structure that is 50 years old or older?   YES _____ NO _____

2. Will the project take away or change anything within the apparent or existing boundary of any of these historic properties?   YES _____ NO _____
    If yes, please explain: _____

3. Will the project change the view from or of any of these properties?   YES _____ NO _____
    If yes, please explain: _____

4. Will the project introduce any audible or atmospheric elements to the setting of any of these historic properties (such as light, noise, or vibration pollution)?   YES _____ NO _____
    If yes, please explain: _____

5. Will the project result in a change of ownership for any historic properties? YES _____ NO _____
    If yes, please explain: _____

V. Required Materials (Submittal Checklist)

☐ Complete Environmental Review Form
   o Include all contact information as HPD will respond via email to the submitter.
☐ Map indicating:
   o Precise location of the project (USGS topographic map preferred: http://www.digital-topo-maps.com/ [1]).
   o In urban areas, please also include a city map that shows more detail.
   o Boundaries of the APE as noted in section II above.
☐ Detailed project plans to supplement section I.F, including (if applicable and available):
   o Site plans (before and after).
   o Project plans.
   o Elevations.
☐ High-resolution color photographs (2 photos per page) illustrating:
   o The project area and the entire APE as defined in section IV above.
   o Any adjacent properties that are within the APE, with clear views of buildings or structures, if applicable.
   o If the project entails the alteration of existing historic structures, please provide *detail* photographs of existing conditions of sites, buildings, and interior areas/materials to be impacted.
   o ***Google Streetview images will not be accepted***
☐ Photo key (map or project plans can be used) indicating:
   o Location of all photographs by photo number.
   o Direction of view for all photographs.
☐ Any available information concerning known or suspected archaeological resources in the APE.

For questions regarding this form, please contact the Environmental Review Program Manager. **We are unable to accept project submittals via facsimile or e-mail.**

When completed, please send this form along with supporting material to:

Dr. David Crass, Division Director, Historic Preservation Division
Attention: Environmental Review
Jewett Center for Historic Preservation
2610 GA Hwy 155, SW
Stockbridge, GA 30281

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[1] Please note, this is not a complete list of websites with topographic map information. This website is not controlled by HPD and HPD bears no responsibility for its content.

4

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North Carolina, Historic Property Field Data Form.

North Carolina State Historic Preservation Office

HISTORIC PROPERTY FIELD DATA FORM
Circle your responses or write custom responses.

ER: _____

County:_____ Survey Site Number:_____ GIS: _____

Property Name: _____

Street Address / location description:_____

Town: _____vicinity   **Ownership:** *fed   state   local   private   non-profit   unknown*

District / Neighborhood Association: _____ *contrib   non-contrib*

Surveyor:_____ **Date:**_____

For Survey Update: No substantial change | change by alteration |change by deterioration | outbuilding loss | rehabilitated | removed or destroyed | not found | no access | file missing | newly identified | needs research

Study List / DOE recommendation: *eligible | not eligible*   **Criteria:** *A   B   C   D*

Material Integrity: *High | Medium | Low | N/A Gone*

Condition: *Good | Fair | Deteriorated | Ruinous | N/A Gone* **Location:** *Original   Moved (year if known_____)   Uncertain*

Const. Date: *ca.* _____ **Major Style Group:** *Georgian | Geo/Fed | Federal | Fed/GkRev Greek Revival | Italianate | Gothic Revival | Queen Anne | Victorian – Other | 19th-20th c. traditional-vernacular | Neoclassical Revival | Colonial Revival | Southern Colonial | Beaux Arts | Spanish Mission | Tudor Revival | Rustic Revival | Craftsman/Bungalow | Period Cottage | Minimal Traditional | International | Moderne | Art Deco | Misc. Modernist Standard Commercial/Industrial | Ranch | Split Level | Other _____*

Construction: *Timber frame | Balloon frame | Load bearing masonry | Masonry veneer | Log | Steel frame | Concrete | Unknown | Other_____*

Primary Original Ext. Material: *Weatherboard (plain beaded molded novelty type unk.) | Batten | Wood shingles | Exposed logs | Brick | Stone | Stucco | Pebbledash | Other_____*

Covering: *None | Aluminum | Vinyl | Asbestos Shingle | Later brick veneer | Metal | Paper | Undetermined*

Height (stories): *1 | 1 ½ | 2 | 2 ½ | 3 | more than 3 (enter) _____*

Roof: *Side gable | Front gable | Triple A | Cross gable | Hip | Gambrel | Pyramidal | Mansard | Parapet | Flat Other_____*

Plan: *Not Known | 1-room | Hall-parlor| 3 room| Side passage| Center passage | Saddlebag | Dogtrot | Irregular Shotgun | Other_____*

Core Form (domestic): *I-house | Single pile | Double pile | Foursquare | other _____*

Design Source:_____ *attributed | documented*

Special Associations / Themes: _____

Outbuildings and landscape features *(continue on back if necessary)*

Use the back (blank) side of this sheet for field notes, sketches, and descriptions. Use additional blank sheets if necessary. Address primary features like porches and chimneys when appropriate; make note of exceptional items such as high quality woodwork, masonry work, decorative painting, original storefronts, and special architectural materials. April 2008; Revised Oct. 2012

Washington, screenshots of a completed Digital Historic Resource Inventory Form.

Thurston County Courthouse, listed categorical view and descriptive narrative view.