



COMMONWEALTH OF PENNSYLVANIA
PENNSYLVANIA HISTORICAL AND MUSEUM COMMISSION
BUREAU FOR HISTORIC PRESERVATION
BOX 1026
HARRISBURG, PENNSYLVANIA 17108-1026

Historic Resource Survey Form Packet

The attached Pennsylvania Historic Resource Survey Form and instructions are intended for use by persons requesting the nomination of historic buildings, structures, sites, objects or districts to the National Register of Historic Places and by public agencies and their consultants to obtain the State Historic Preservation Officer's (SHPO) opinion of the significance of historic/architectural resources as required under the National Preservation Act of 1966, as amended, Pennsylvania Historic Preservation of 1978 and related laws and regulations. Please note that archaeological sites require a separate form; instructions and/or information on identifying and evaluating archaeological sites may be obtained by contacting the Bureau for Historic Preservation (BHP).

Attached are instructions on how to complete sections 1 to 30 of the Historic Resource Survey Form for a single property and for a historic district (pages 9-14) and information on National Register Criteria, Integrity and Areas of Significance (pages 3-6). Since the significance of properties must be evaluated in context, survey form preparers are strongly urged to provide information relating the specific properties submitted for evaluation to broader patterns of history, architecture, engineering or culture. For information on establishing historic/architectural context, including surveys or other studies which may have been completed in your area, please contact the BHP.

Also attached are an outline of the results of listing in the National Register (page 7) and priorities that the BHP may use under certain circumstances in processing National Register nominations (page 8). Finally, outbuilding and interior data sheets that may be used to supplement the survey form are included at the end of this packet.

The BHP reviews submitted survey forms on a bi-weekly basis and normally responds within 30 days. Applicants seeking National Register listing will be sent a written evaluation of the surveyed property and, if the property appears to meet National Register Criteria, a National Register Nomination Form and instructions. Agencies seeking to comply with historic preservation laws will be sent the State Historic Preservation Officer's opinion of the properties in question as well as comments on the effects of proposed projects on historic resources.

For further information on completing the attached survey form please write or call the BHP at (717) 783-8946.

Regulations of the U.S. Department of the Interior strictly prohibit unlawful discrimination in departmental federally assisted programs on the basis of race, color, national, origin, age or handicap. Any person who believes he or she has been discriminated against in any program, activity or facility operated by a recipient of Federal assistance should write to: Director, Office of Equal Opportunity, U.S. Department of the Interior, Washington, D.C. 20240.

Evaluation of Significance

The BHP uses the criteria of the National Register of Historic Places in evaluating the significance and integrity of properties proposed for historic registration or identified in connection with public projects subject to historic preservation review. The criteria apply to a wide range of properties which may be significant in local, state or national history.

The National Register Criteria

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

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

Criteria Considerations

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

- A. a religious property deriving primary significance from architectural or artistic distinction or historical importance; or
- B. a building or structure removed from its original location but which is significant primarily for architectural value, or which is the surviving structure most importantly associated with a historic person or event; or
- C. a birthplace or grave of a historical figure of outstanding importance if there is not other appropriate site or building directly associated with his productive life; or

- D. a cemetery which derives its primary significance from graves of persons of transcendent importance, from age, from distinctive design features, or from association with historic events; or
- E. a reconstructed building when accurately executed in a suitable environment and presented in a dignified manner as part of a restoration master plan, and when no other building or structure with the same association has survived; or
- F. a property primarily commemorative in intent if design, age, tradition, or symbolic value has invested in with its own historical significance; or
- G. a property achieving significance within the past 50 years if it is of exceptional importance.

Integrity

To be listed in or eligible for listing in the National Register of Historic Places, a property must meet Criterion A, B, C, or D and must possess integrity. Integrity is the authenticity of a property's historic identity, evidenced by the survival of physical characteristics that existed during the property's historic or prehistoric period. If a property retains the physical characteristics it possessed in the past then it has the capacity to convey association with historical patterns or persons, architectural or engineering design and technology, or information about a culture or people.

Integrity applies to historic resources in seven ways: location, design, setting, materials, workmanship, feeling and association. The principal test to establish whether a property has integrity is to ask whether or not the property retains the identity or character for which it is important.

All properties change over time. The retention of integrity depends upon the nature and degree of alteration or change. It is not necessary for a property to retain all the physical features or characteristics that it had during its period of significance. However, the property must retain the essential physical features that enable it to convey its past identity or character and therefore its significance.

Areas of Significance

The National Register has established several categories of significance in which properties meet National Register criteria. If possible please explain the importance of your property in terms of one or more of the following areas of significance (use block 27 of survey form):

Areas of Significance

AGRICULTURE	The process and technology of cultivating soil, producing crops, and raising livestock and plants.
ARCHITECTURE	The practical art of designing and constructing buildings and structures to serve human needs.
ARCHAEOLOGY	The study of prehistoric and historic cultures through excavation and the analysis of physical remains.
ART	The creation of painting, printmaking, photography, sculpture, and decorative arts.
COMMERCE	The business of trading goods, services, and commodities.
COMMUNICATIONS	The technology and process of transmitting information.
COMMUNITY PLANNING AND DEVELOPMENT	The practical art of designing and changing the physical structure of communities to enhance the quality of life.
CONSERVATION	The preservation, maintenance, and management of natural or manmade resources.
ECONOMICS	The study of the production, distribution, and consumption of wealth; the management; of monetary and other assets.
EDUCATION	The process of conveying or acquiring knowledge or skills through systematic instruction, training, or study.
ENGINEERING	The practical application of scientific principles to design, construct, and operate equipment, machinery and structures to serve human needs.
ENTERTAINMENT/ RECREATION	The development and practice of leisure activities for refreshment, diversion, amusement, or sport.
ETHNIC HERITAGE	The history of persons having a common ethnic or racial identity.
EXPLORATION/ SETTLEMENT	The investigation of unknown or little known regions; the establishment and earliest development of new settlements or communities.

HEALTH/MEDICINE	The care of the sick, disabled, and handicapped; the promotion of health and hygiene.
INDUSTRY	The technology and process of managing materials, labor, and equipment to produce goods and services.
INVENTION	The art of originating by experiment or ingenuity an object, system, or concept of practical value.
LANDSCAPE ARCHITECTURE	The practical art of designing or changing land, bodies of water, and natural elements to enhance the physical environment.
LAW	The interpretation and enforcement of society's legal code.
LITERATURE	The creation of prose and poetry.
MARITIME HISTORY	The history of the exploration, fishing, navigation, and use of inland, coastal, and deep sea waters.
MILITARY	The system of defending the territory and sovereignty of a people.
PERFORMING ARTS	The creation of drama, dance, and music.
PHILOSOPHY	The theoretical study of thought, knowledge, and the nature of the universe.
POLITICS/ GOVERNMENT	The enactment and administration of laws by which a nation, State or other political jurisdiction is governed; activities related to political process.
RELIGION	The organized system of beliefs, practices, and traditions regarding mankind's relationship to perceived supernatural forces.
SCIENCE	The systematic study of natural law and phenomena.
SOCIAL HISTORY	The history of efforts to promote the welfare of society; the history of society and the lifeways of its social groups.
TRANSPORTATION	The process and technology of conveying passengers or materials.

RESULTS OF LISTING IN THE NATIONAL REGISTER OF HISTORIC PLACES

Eligibility for Federal tax provision: If a property is listed in the National Register, certain Federal tax provisions may apply. The Tax Reform Act of 1986 revises the historic preservation tax incentives authorized by Congress in the Tax Reform Act of 1976, the Revenue Act of 1978, the Tax Reform Act of 1984, and as of January 1, 1987, provides for a 20 percent investment tax credit with a full adjustment to basis for rehabilitating historic commercial, industrial, and rental residential buildings. The former 15 percent and 20 percent Investment Tax Credits (ITCs) for rehabilitations of older commercial buildings are combined into a single 10 percent ITC for commercial or industrial buildings built before 1936. The Tax Treatment Extension Act of 1980 provides Federal tax deductions for charitable contributions for conservation purposes of partial interests in historically important land areas or structures. Whether these provisions are advantageous to a property owner is dependent upon the particular circumstances of the property and the owner. Because tax aspects outlined above are complex, individuals should consult legal counsel or the appropriate local Internal Revenue Service office for assistance in determining the tax consequences of the above provisions. For further information on certification requirements, please refer to 36 CFR 67.

Consideration in planning for Federal, federally licensed, and federally assisted projects: Section 106 of the National Historic Preservation Act of 1966 requires that Federal agencies allow for the Advisory Council on Historic Preservation to have an opportunity to comment on all projects affecting historic properties listed in the National Register. For further information, please refer to 36 CFR 800.

Consideration in issuing a surface coal mining permit: In accordance with the Surface Mining and Control Act of 1977, there must be consideration of historic values in the decision to issue a surface coal mining permit where coal is located. For further information, please refer to 30 CFR 700 et seq.

Qualification for Federal grants for historic preservation when funds are available: Presently, funding is unavailable.

PRIORITIES FOR PROCESSING
NATIONAL REGISTER NOMINATIONS
IN PENNSYLVANIA

The Bureau for Historic Preservation has established priorities for processing nominations to the National Register of Historic Places. We anticipate use of the priorities in the following circumstances:

1. to assist the Bureau, when necessary, in scheduling the review of properties (for example, during periods of unusually high volume of nomination activity) and;
2. to assist the Bureau in the administration of grant programs and other projects to nominate properties to the National Register.

Although the priorities may effect scheduling, they have no influence on deciding whether specific properties meet National Register criteria. Properties meeting two or more priority categories will be assigned to the higher of highest priority. The priorities are listed below in order of importance. Priority will be given to properties:

1. having exceptional value or quality in illustrating or interpreting the history and/or architecture of our nation, state or local communities in that order;
2. for which registration will significantly assist in their preservation from threats of alteration, neglect or demolition.
3. which are located in areas which are underrepresented in Pennsylvania's National Register listings;
4. which are proposed for multiple nomination, according to National Register historic district, thematic group or multiple resources formats;
5. which demonstrate the importance of restoration, rehabilitation and reuse of significant resources under federal tax priorities and;
6. which are located in areas for which a solid context for evaluation exists, for example, areas surveyed with PHMC grant assistance.

If you believe your property would possess a nomination priority if the BHP finds it necessary to prioritize applications please circle applicable priority area above and explain briefly on the reverse side of this sheet. If priority #5 is applicable indicate whether a Historic Preservation Tax Certification has been filed with the BHP.

HISTORIC RESOURCE SURVEY FORM INSTRUCTIONS -
SINGLE PROPERTY

Please type form or use legible handwriting. Information requested on the form may be supplemented with floor plans, detailed site plans or interior photos or other information necessary to describe significant aspects of the property. The BHP will request additional information if needed to complete our evaluation. Generally, historical documentation relevant to the significance of the property should be addressed on the Survey Form. Generally copies of deeds, wills, publications or other primary and secondary documents should not be submitted.

Section

- (1) COUNTY: county in which the resource(s) is located.
- (2) MUNICIPALITY: local governmental area in which the resource is located (city, borough, township, not always the same as mailing address).
- (3) SPECIFIC LOCATION: street address or physical location of the resource (not RD mailing address).
- (4) SURVEY CODE: supply if known; refers to properties surveyed under (BHP) Bureau for Historic Preservation sponsored surveys.
- (5) PRESENT NAME: the current name of the property if applicable. (i.e., Greentree Farm; Smith, John, House; Black Forest Apartments),
- (6) HISTORIC NAME: principal name(s) associated with the property in the past; often the name of first or most prominent owner.
- (7) LOCAL SURVEY ORGANIZATION: if known, name, address, phone number of group which recorded the site during a survey.
- (8) OWNERS NAME AND ADDRESS: the current owner's name and address.
- (9) TAX PARCEL NUMBER: local tax number, if applicable.
- (10) GEOGRAPHICAL DATA: the map location of the resource must be submitted on a U.S. Geological Survey topographic map, 7.5 minute series, or on a copy of a section of a topographic map with the name of the map noted (eg., Philadelphia, PA-N.J.) The UTM references will be calculated by the BHP if not available.
- (11) STATUS: note name and date of any survey or inventory which included the property if applicable.

- (12) CLASSIFICATION: check appropriate box or boxes to account for resources documented on survey form: A site is the location of a significant event, a prehistoric or historic occupation or activity, or a building or structure, whether standing, ruined or vanished, where the location itself possesses historic, cultural, or archaeological value regardless of the value of any existing structures. The term "structure" is used to distinguish from buildings those constructions made usually for purposes other than creating shelter, such as dams or bridges.

An object is constructed or sculpted and has functional, aesthetic, cultural, historical, or scientific value. Although it may be, by nature or design, movable, it is associated with a specific setting or environment, such as statuary in a designed landscape or a ship.

A building, such as a house, barn, church, hotel or similar construction, is created to shelter any form of human activity. "Building" may also be used to refer to a historically and functionally related unit, such as a courthouse and jail or a house and barn.

In NR district should be checked "yes" if the resource(s) documented on the form is in an existing or potential National Register district. Identify existing or potential district in block 26 of the survey form. Please note that the BHP discourages nomination of properties located in historic districts already listed in the National Register.

- (13) DATE: construction date or dates of structure, site, object including dates of major additions.
- (14) PERIOD: select appropriate period or periods: before 1700; 1700-1749; 1750-1799; 1800-1824; 1825-1849; 1850-1874; 1875-1899; 1900-1924; 1925-1949; 1950-1974; 1975-2000
- (15) STYLE: select overall style of structure (Folk, Georgian, Federal, Greek Revival, Renaissance Revival, Italian Villa, Italianate, Second Empire, Victorian Gothic, Stick Style, Eastlake, Queen Anne, Shingle Style, Chateausque, Victorian Romanesque, Victorian Vernacular, Beaux Arts Classicism, Neo-Classical/Classical Revival, Georgian Revival, The Commercial Style, Art Deco, Moderne, Bungoloid, Utilitarian, Other, specify_____.
- (16) ARCHITECT OR ENGINEER: if known.
- (17) CONTRACTOR OR BUILDER: if known.

- (18) PRIMARY BUILDING MATERIAL: the major construction material or method of construction (i.e. stone, log, frame, etc.) not siding materials, (i.e. permastone, asbestos shingles, etc.)
- (19) ORIGINAL USE OF THE RESOURCE: Residence, grist mill, etc.
- (20) PRESENT USE OF THE RESOURCE: Residence, store, etc.
- (21) CONDITION OF THE RESOURCE: please select one: excellent, good, fair, poor, ruins, site.
- (22) INTEGRITY OF THE RESOURCE: excellent, good fair, poor.
- (23) SITE PLAN: sketch of the site showing the location of the main structures, outbuildings and road or stream features, label all roads by name and route number and include north north arrow.
- (24) PHOTO NOTATION CAPTION: explanation of the photo view, direction of photo, date of photo.
- (25) FILE LOCATION: not applicable.
- (26) DESCRIPTION: a description of the physical appearance and integrity of a property is important in making an accurate assessment of its significance. To be useful, the description of the property should be concise, factual, detailed, and well organized. All alterations to the resource must be described and dated including restoration treatments. PHMC Outbuilding and Interior Data Sheets, included in this packet, may be stapled to the survey form to expand description of significant interiors and important collections of rural outbuildings.
- (27) SIGNIFICANCE: the statement of significance should convey, in concise terms, how the resource meets National Register criteria and areas of significance. An opening paragraph summarizing the importance of the property should be followed by a more detailed account of the events, personalities, prehistoric or historic occupations, activities, or characteristics that contribute to the property's significance. Please note that before a property's eligibility for listing in the National Register can be determined, its significance must be established in relationship to other properties within a specific historic theme, period and geographical area. The BHP therefore encourages survey form preparers to relate the specific facts on a property to broader events or trends and comparable examples.

(28) BIBLIOGRAPHY: list source from which information for the form was compiled. General reference works on architecture, archaeology, etc. should not be included unless they provide specific information which is of assistance in evaluating the property. Use a standard bibliographical style listing author, full title, date and location of publication, publisher, and page number.

(29 & 30) Name and address of preparer of the survey form and date of preparation.

PHOTOGRAPHS: submit a clear 3"x 5" black and white or color photo showing a principal view of the historic resource. Attach the photo to the card using staples along the edge of the photo. If additional photos are needed to adequately depict the resource - staple an envelope on the back of the survey form and enclose photos. The following data should be recorded in pencil on the back of all photos. Avoid photography during heavy leaf cover.

Name of Resource, County
PD: Date Photographed
PV: View shown in the photograph

FLOOR PLANS: Floor plans are generally not required but may be important in explaining successive periods of construction or in cases where the floor plan is an important and distinguishing feature of the resource (for example, folk and vernacular house types). Floor plan may be of sketch quality; exact measurements are not required.

HISTORIC RESOURCE SURVEY FORM INSTRUCTIONS -
HISTORIC DISTRICT

A district possesses a significant concentration, linkage, or continuity of sites, buildings, structures, or objects united historically or aesthetically by plan or physical development.

A historic resource form for a historic district must address the overall significance of the district, suggested district boundaries and a justification for the boundaries chosen. In filling out the survey form for historic districts the following sections of the form will require special attention.

- (3) SPECIFIC LOCATION: for districts enter either the inclusive street address numbers for all primary buildings and structures, for example: 12-157 Main St., 380 Frost St., and 20-125 Oak St., or a rough description of the boundaries, for example: roughly bounded by Smithfield Lake, North and Lowell Avenues, and Interstate 73; eight blocks in downtown Huntersville centered around University Square.
- (5 & 6) PRESENT OR HISTORIC NAMES: furnish names by which the district is known or now being proposed as name of district. Modifiers such as "commercial", "rural", "industrial", or "residential", may be included to define the predominant historical quality of the district.
- (8) OWNERS NAME AND ADDRESS: If more than one property owner write in "Multiple".
- (12) CLASSIFICATION: write in the word "district".
- (13) DATES: Write in a range of dates which best represent the range of resources contributing to the district (eg., 1825-1935)
- (14) PERIOD: Write in N/A
- (15, 16, 17, 18) STYLE, ARCHITECT, BUILDER, BUILDING MATERIAL: specify one or two if dominant.
- (23) SITE PLAN: see "sketch map" instructions below:
- (26) DESCRIPTION: Supply an overall description of the district including the general character of the district (such as residential commercial or industrial) types of resources represented (including prominent buildings types, construction materials and styles), layout approximate number of buildings, and qualities which distinguish the district from its surroundings. Explain how the district conveys a sense of cohesiveness and address the effect intrusions and noncontributing elements on the district's integrity.

(27) SIGNIFICANCE: Outline the overall significance of the district and discuss how this district meets the National Register criteria.

PHOTOGRAPHS: Submit sufficient 3"x 5" black and white photographs to portray the district and its integrity. Several photos should show a number of contiguous buildings (streetscapes). Be sure to have representative photos from all areas of the district, both of significant/contributing structures and non-contributing structures.

SKETCH MAP: Provide sketch map showing proposed boundaries of district, names of streets, road numbers, north arrow and direction of photo views.

PHMC INTERIOR DATA SHEET

County: _____

Historic Name: _____

Municipality: _____

Describe floor plan arrangement and use of rooms:

Ornamental features:

Doors

Window Frames

Staircase

Mantelpieces

Woodwork

Wall finishes

Hardware

Other

Use separate 8½ x 11" sheet to sketch the floor plans and record additional data.

PHMC OUTBUILDING AND INTERIOR DATA SHEETS: Although generally designed for use by organizations or agencies conducting historic resource surveys PHMC Outbuilding and Interior Data Sheets may be submitted supplementary to survey forms in National Register and Review and Compliance. Their use however is optional.

PHMC OUTBUILDING DATA SHEET

County _____

Historic Name _____

Municipality _____

Outbuilding types:

- | | | |
|-----------------|----------------------|----------------|
| Bake oven | Ice house | Smokehouse |
| Barn | Kiln | Springhouse |
| Butcherhouse | Malthouse/stillhouse | Stable |
| Cattle shed | Milkhouse | Summer kitchen |
| Carriage house | Outhouse, privy | Tobacco barn |
| Chicken coop | Pig sty | Tool shed |
| Corn crib | Pump house | Wagon shed |
| Creamery, dairy | Root cellar | Washhouse |
| Dryhouse | Scale house | Well, cistern |
| Garage | Silo | Windmill |
| Granary | Smithhouse | Other |

Type Of OUTBLDG	Plan Form	Height (level or stories)	Banked (yes or no)	Materials		Stone Type of Bonding	Dominant Shape of Opening
				Walls	Foundat.		

On a separate 8½ x 11" sheet describe briefly the layout and organization of the outbuildings or draw a sketch plan of the complex. Also, describe any notable features such as unique hardware, datestones, framing, roof types, additions, architectural unity, etc. that might appear on specific outbuildings.

PENNSYLVANIA HISTORIC RESOURCE SURVEY FORM BUREAU FOR HISTORIC PRESERVATION Box 1026 PA HISTORICAL & MUSEUM COMMISSION Harrisburg, PA 17120		7. Local survey organization		5. present name	1. County																																									
8. property owners name and address		9. tax parcel number / other number	10. U.T.M. <table border="1" style="display: inline-table; vertical-align: middle;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> <tr> <td colspan="5" style="text-align: center;">zone</td> <td colspan="5" style="text-align: center;">easting</td> </tr> </table> <table border="1" style="display: inline-table; vertical-align: middle;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> <tr> <td colspan="10" style="text-align: center;">northing</td> </tr> </table> usgs sheet:													zone					easting															northing										11. status (other surveys, lists etc.)
zone						easting																																								
northing																																														
12. classification site () structure () object () building () in N.R. district yes () no ()	13. dates(s) (how determined)	15. style, design or folk type	19. original use																																											
14. period	20. present use																																													
16. architect or engineer	17. contractor or builder	18. primary building mat./construction	21. condition																																											
			22. integrity																																											
23. site plan with north arrow		BLACK AND WHITE PRINT(S) 3½" x 5" enlargement or medium format contact note location of negative in block 24.		6. other name (historic name if any)	2. Municipality																																									
24. photo notation																																														
25. file/location																																														
26. brief description (note unusual features, integrity, environment, threats and associated buildings)				3. street address or specific location	4. survey code																																									
(continue on back if necessary)																																														
27. history, significance and/or background																																														
(continue on back if necessary)																																														
28. sources of information		29. prepared by:		30. date	revision(s)																																									
(continue on back if necessary)																																														

ADDITIONAL DATA/PHOTOS Number all continuations from front		4. survey code
EVALUATION		EVALUATOR(S)

November 1979