OFFICE OF HISTORIC PRESERVATION
DEPARTMENT OF PARKS AND RECREATION
1725 23rd Street, Suite 100
SACRAMENTO, CA 95816-7100
(916) 445-7000 Fax: (916) 445-7053
calshpo@parks.ca.gov
www.ohp.parks.ca.gov

California Office of Historic Preservation
Technical Assistance Series #13

How to Nominate a Property as a California Historical Landmark or California Point of Historical Interest

Introduction

This document describes the criteria and procedures for nominating a historical resource under two of the state registration programs: California Historical Landmarks (Landmarks), and California Points of Historical Interest (Points). The Office of Historic Preservation (OHP), State Historical Resources Commission (Commission), and California State Parks administer these two registration programs in accordance with provisions of the California Public Resources Code (PRC), Sections 5020.4, 5021, 5022, 5022.5, 5031 and 5032. (The text of these sections of the Public Resources Code can be found in Appendix A.)

OHP, a department of California State Parks, is the state agency responsible for statewide administration of historic preservation programs in California. OHP provides staff to the Commission, which holds public hearings on registration program applications. The Commission consists of nine members appointed by the Governor of California.

Because there are thousands of properties in the State of California that have played a prominent part in history and are important to the State or community in which they are located, it is necessary for the Commission to apply criteria in the registration of historical resources.

For the Landmarks and Points programs, the Public Resources Code authorizes the Commission to:

- Receive and evaluate applications for registration of buildings, structures, sites, or places as Landmarks or Points. The commission shall recommend Landmarks and Points that it determines meet the criteria.
- Maintain a register that identifies Landmarks and Points by number and description.
- Recommend to California State Parks the criteria and standards for acceptance of historical buildings, structures, sites, or objects for registration as Landmarks or Points.
- Recommend to OHP a standard design and detail for the marker or plaque that may be erected at registered Landmarks.

Recommend to California State Parks the type of directional sign that may be erected at registered Landmarks and Points.The Commission will review and evaluate all

applications for registration of Landmarks and Points at regular meetings of the Commission. The Commission will recommend registration and marking of Landmarks and Points to the Director of California State Parks. As a result of the Director's action to designate a Landmark or Point, the resource will also be listed in the California Register of Historical Resources.

For information on other historical resource registration programs administered by OHP, please visit the Registration Unit's page on the OHP website at www.ohp.parks.ca.gov/registration .

Landmark and Point Criteria

California Historical Landmarks

The basis for the landmark criteria is found in Sec. 5031 (a) of the Public Resources Code. All resources must be of statewide historical importance to California. They must demonstrate their statewide significance by meeting one of the following three requirements:

- The property is the first, last, only, or most significant historical property of its type in the region. The regions are Southern California, Central California, and Northern California. If a property has lost its historic appearance (integrity) it may be listed as a site.
- The property is associated with an individual or group having a profound influence on the history of California. The primary emphasis should be the place or places of achievement of an individual. Birthplace, death place, or place of interment shall not be a consideration unless something of historical importance is connected with his or her birth or death. If a property has lost its historic appearance (integrity) it may be listed as a site.
- The property is a prototype of, or an outstanding example of, a period, style, architectural movement, or construction, or it is one of the more notable works, or the best surviving work in a region of a pioneer architect, designer, or master builder. An architectural landmark must have excellent physical integrity, including integrity of location. An architectural landmark generally will be considered on its original site, particularly if its significance is basically derived from its design relationship to its site. (Note: Only preeminent examples will be listed for architectural importance. Good representative examples of a style, period or method of construction are more appropriately nominated to other registration programs.)

Resources moved from their original locations will not qualify for landmark designation unless they are significant for architectural value, or if they are the surviving structure most importantly associated with a prominent person or historic event. Two sites cannot be recognized for identical significance. Only one location, either the original site or the moved resource at its new site shall be designated. The Commission will determine which location is more appropriate for the designation.

Nominations may be submitted for individual buildings, groupings of related buildings, or for well-preserved and defined "historic districts" composed of landmarks from the same era or period.

Landmarks must be fifty years of age or older. Resources less than fifty years old will be considered for designation only if they possess exceptional design merit or historical significance that transcends the fifty-year age requirement.

Landmarks must be visibly accessible (not necessarily physically accessible; Landmark status does not require public access to the property) from a public thoroughfare.

All nominations must be accompanied by written consent from the property owner(s). Nominations must have sufficient research and be substantiated by historic context statements and bibliographical documentation. All nominations will be reviewed by the staff of OHP before they are presented to the Commission.

California Points of Historical Interest

The criteria governing the designation of Points are the same as those that govern the Landmark program, but are directed to local (city or county) areas. Points should meet the Landmark criteria stated above within a local geographical context. Point nominations must be accompanied by written consent from the property owner(s).

No historical resource may be designated as both a Landmark and a Point. If a Point is subsequently granted status as a Landmark, the Point designation will be retired.

Preparing the Landmark or Point Application Packet

Landmark and Point nominations are prepared on DPR 523 forms. The table below will help applicants select the appropriate DPR 523 forms for their nomination. The instructions for completing the forms are found in Appendix C. Electronic versions of the DPR 523 forms are available online at www.ohp.parks.ca.gov/registration, in PDF and MS Word format. Nominations must be accompanied by a cover sheet (see Appendix B), and written consent from the property owner for the nomination.

Printed forms should be accompanied by digital media containing the MS-Word files of all DPR forms and supplemental materials. CD-R or CD-RW or USB Flash drives are acceptable, as is submittal via email or Internet-based FTP site. Forms submitted via email must still be accompanied by hardcopy forms sent to the OHP office.

Category	Examples	Required DPR 523 Form(s)
Building	houses, barns, stables, sheds, garages, courthouses, city halls, social halls, commercial buildings, libraries, mills, factories, stationary mobile homes, train depots, hotels, theaters, schools, stores, and churches	523A, 523B, 523I, 523K, 523L
Structure	bridges, tunnels, dredges, fire towers, turbines, dams, corncribs, power plants, silos, shot towers, grain elevators, windmills, kilns, mounds, earthworks, cairns, palisade fortifications, railroad locomotives and cars, boats and ships, telescopes, carousels, bandstands, gazebos, mines, aircraft	523A, 523B, 523I, 523J, 523K, 523L
	canals, ditches, flumes, pipelines, roads, utility lines, fences, rock walls, railroad grades, and historic footpaths	523A, 523B, 523E, 523I, 523J, 523K, 523L
Object	sculpture, monuments, boundary markers, statuary, fountains, and maritime resources	523A, 523B, 523I, 523J, 523K, 523L
Site	habitation and village sites, rock shelters, hunting and fishing sites, petroglyphs and rock carvings, grounds and gardens, battlefields, campsites, shipwrecks, cemeteries and funerary sites, ruins of historic buildings and structures, treaty signing sites, natural features such as: springs, rock formations, Native American Ceremonial areas and pictographs, and other land areas having cultural significance	523A, 523C, 523I, 523J, 523K, 523L
	designed landscape	523A, 523B, 523I, 523J, 523K, 523L
	trails, and the ruins of canals, ditches, flumes, pipelines, roads, utility lines, fences, rock walls, an railroad grades	523A, 523C, 523E, 523I, 523J, 523K, 523L
Historic District	college campuses, central business districts, residential neighborhoods, commercial areas, large forts, industrial complexes, civic centers, rural villages, complex canal or irrigation systems, groups of habitations and associated activity areas, large ranches/estates/plantations, transportation networks, and large landscaped parks	523A (for the district and for each contributor), 523D, 523I, 523J, 523K, 523L

Helpful Hints

- Use Continuation Sheets (DPR 523L) if the form does not provide enough space for the full physical description and the statement of significance.
- When preparing the physical description, provide a full narrative description of the property as it appears today, and as it appeared historically. Note the date of construction, architectural style, exterior construction materials, type of roof, number of stories, basic plan, and distinguishing architectural features. Fully describe any changes that have been made to the building since its original construction. Other buildings, structures, and objects on the property such as carriage houses, barns, garages, sheds, fountains, and pools should also be fully described and dated, as should significant landscape and garden features.
- All buildings, structures, and objects within the boundary of the nomination should be identified as contributing or noncontributing depending on whether or not they relate to the significance of the property.
- Remember when preparing the statement of significance to provide specific information about the events, persons, architectural styles, or methods of construction that make the property significant in social, cultural, economic, agricultural, political, military, or architectural history. The statement of significance should specifically identify the historic function of the property, the historic themes represented by the property, and the period of time when the property played a significant role or acquired significance.
- All statements must be supported by reference to some form of evidence. Supporting documentation may include published and unpublished books, manuscripts, historic photographs, oral histories, and newspapers or magazines.
- Sketch maps must clearly show the boundary of the nominated property, the footprint of all resources, a scale and a north arrow. Boundaries should be drawn to include the full extent of the historic resource.
- Provide good, clear photographs. Digital photos must be accompanied by a CD-R with all original photo files in JPEG, RAW or TIFF format (minimum resolution 2 megapixels, 1200x1600 image size.) Photo prints must be printed on inkjet paper intended for photographs, minimum print size 5”x7”. The photographs must show all façades of the property, views of the property in its setting and significant exterior and interior features. Photographs should be numbered, dated, and labeled with the property name, the view (e.g., east side, camera facing west), a brief description, and name of photographer, in pencil or archival ink, or printed on whitespace on digital photo prints. 35mm prints are acceptable.
- Letters of support from interested parties are not required, but are welcome and become part of the public record.
- Supplementary materials to the nomination should be placed at the end of the nomination on continuation sheets. Such materials may include newspaper articles, scholarly reports, additional graphics, and photocopied materials. Digital scans of supplementary materials may be pasted onto continuation sheets or included as digital files on the media used for nomination documents and photos.

Completed Nominations

Completed nominations are submitted to OHP where they are reviewed by staff. Nominations requiring minor revisions will receive an RFI (Request for Information) letter with recommendations to address any deficiencies within a nomination. Those that do not have written consent from the property owner(s), are inadequate, or are not prepared according to the instructions will be returned to the applicant. When OHP has an acceptable nomination it is scheduled for hearing by the Commission. Nominations will not be scheduled for a hearing until they are considered complete by OHP staff. If approved by the Commission, nominations are forwarded to the Director of California State Parks for final approval.

The State Historical Resources Commission meets on a quarterly basis to review nominations, including CHL and PHI nominations. If a nomination is scheduled for hearing by the Commission, staff will notify the applicant, the property owner, the county board of supervisors, the mayor (if applicable), and the current Certified Local Government (CLG) representative (if the municipality is a CLG) 60 days prior to the hearing by mail. Pending nominations are posted on the OHP website at http://www.ohp.parks.ca.gov/?page_id=24368 on the same date.

Removal of Landmark or Point Designation

The Commission may withdraw the designation of a Landmark or Point for cause. The following may be grounds for removal:

- Substantial error in professional judgment as to whether the property meets the criteria for evaluation.
- Substantial procedural error in the nomination process.
- In the case of designation for architectural significance, a substantial loss of physical integrity, including marked changes in the setting of the resource, shall be grounds for removal. In general, any action that destroys or erodes the integrity or the significance that was the basis for the architectural designation shall be grounds for withdrawal of the official registration.
- In the case of designation for historical significance, a substantial loss of integrity, or the demolition or destruction of the resource shall result in the designation being renamed as the “Site of . . .”

OFFICE OF HISTORIC PRESERVATION
DEPARTMENT OF PARKS AND RECREATION
1725 23rd Street, Suite 100
SACRAMENTO, CA 95816-7100
(916) 445-7000 Fax: (916) 445-7053
calshpo@parks.ca.gov
www.ohp.parks.ca.gov

Appendix A

Sections of California Public Resources Code Related to Landmarks and Points Programs

The full text of all State of California codes can be found on the internet at http://www.leginfo.ca.gov/calaw.html.

5021. Registration of State Landmarks and Points of Interest; publications of archeological investigations.

The department shall consider all recommendations for registration made by the commission, and shall register, as state historical landmarks, those buildings, structures, sites, or places which the department deems to be important historical resources and shall register, as points of historical interest, those buildings, structures, sites, or places which the department deems to be historical resources of sufficient historical interest to qualify for the placement of signs pursuant to Section 5022.5. The commission shall maintain a register which shall identify by number and description such historical landmarks and points of historical interest. The department may publish results of office and field archaeological investigation annually and shall issue additional publications, such as detailed site reports and area resource reports, as necessary, to inform the public and educational institutions.

5022. Landmark and Point of Interest Plaques.

The department may contract with or cooperate with public or private agencies for suitable plaques, markers, and directional signs at the site of, or on the approaches to, registered historical landmarks or points of historical interest, including signs on highways and roads.

5022.5. Landmark and Point of Interest Directional Markers.

There shall be two categories of places of historical significance: the registered historical landmark and the registered point of historical interest. The location of the point of historical interest shall be designated by a sign indicating "Point of Historical Interest" with an appropriate direction, which sign shall be erected and maintained by the Department of Transportation, as to state highways, or the county authorities or city authorities, as to streets or highways under their jurisdictions. A local historical group or organization may raise a marker or plaque at a registered point of historical interest. Nothing herein shall require the signing of such points where parking is not available or where such signing would cause a traffic safety hazard or would interfere with the normal flow of traffic.

5022.6. Landmark and Point of Interest Markers; design; misdemeanor violation.
The department shall adopt standard design and detail for the marker and for the plaque which may be erected or raised at registered historical landmarks. The use of such marker or plaque shall be prescribed by rule adopted by the department. Any person who maliciously or for commercial purposes, or contrary to such rule, uses or allows to be used any reproduction or facsimile of such standard marker or plaque in any manner whatsoever is guilty of a misdemeanor.

5023. Landmark and Point of Interest Markers; duty to maintain.

(a) It shall be the duty of the Department of Transportation to keep in repair all objects or markers adjacent to a state highway which have been erected to mark registered historical places and to keep such monuments or markers free from vegetation which may obscure them from view.

(b) It shall be the duty of the county authorities, in charge of county highways, and all city authorities, with respect to streets and highways under their respective jurisdictions, to keep in repair or cause to be kept in repair all objects or markers adjacent to a public highway which have been erected to mark registered historical places and to keep such markers and monuments free from all vegetation which may obscure them from view.

(c) It shall be the duty of the department to keep in repair or cause to be kept in repair all objects, markers and monuments designating any registered historical places in respect to which no obligation in respect thereto is imposed on other governmental agencies by this section, and the department shall keep such markers and monuments free from all vegetation which may obscure them from view.

5031. Qualified Historical Property.

"Qualified historical property" means privately owned property which is not exempt from property taxation, is visually accessible to the public, and which is:

(a) All landmark registrations up to and including Register No. 769, which were approved without the benefit of criteria, shall be approved only if the landmark site conforms to the existing criteria as determined by the California Historical Landmarks Advisory Committee or as to approvals on or after January 1, 1975, by the State Historical Resources Commission. Any other registered California historical landmark under Article 2 (commencing with Section 5020) of this chapter, except points of historical interest, and which satisfies any of the following requirements:

(1) The property is the first, last, only, or most significant historical property of its type in the region;

(2) The property is associated with an individual or group having a profound influence on the history of California; or

(3) The property is a prototype of, or an outstanding example of, a period, style, architectural movement, or construction, or if it is one of the more notable works, or the best surviving work, in a region of a pioneer architect, designer, or master builder; or

(b) A property which is listed on the national register described in Section 470A of Title 16 of the United States Code; or

(c) A property which is listed on a city or county register or inventory of historical or architecturally significant sites, places or landmarks, provided, that such property satisfies any of the requirements set forth in paragraph 1, 2 or 3 under subdivision (a).

5032. Additional criteria.

(a) "Qualified historical property" pursuant to Section 5031 includes:

(1) Individual sites having structures.

(2) Facades or portions of entire sites.

(3) Historic districts.

(b) "Qualified historical property" does not include individual sites without structures.

(c) Commercial operation in itself does not necessarily disqualify a landmark's registration. However, should a commercial enterprise by its physical development plans, or its proximity, impact, excessive use, or management philosophy so dilute or erode the significance of or quality of the landmark's integrity, then an adverse effect shall have occurred and its registration may be withdrawn.

OFFICE OF HISTORIC PRESERVATION
DEPARTMENT OF PARKS AND RECREATION
1725 23rd Street, Suite 100
SACRAMENTO, CA 95816-7100
(916) 445-7000 Fax: (916) 445-7053
calshpo@parks.ca.gov
www.ohp.parks.ca.gov

Appendix B

Landmark and Point Cover Sheet

This form is available electronically (in MS Excel format) on the OHP website at http://www.ohp.parks.ca.gov/pages/1056/files/landmark_point%20registration%20form.xlt
All Landmark and Point nominations require a cover sheet.

If you need assistance please contact the Registration Unit staff at http://www.ohp.parks.ca.gov/registration

State of California – The Resources Agency
DEPARTMENT OF PARKS AND RECREATION
OFFICE OF HISTORIC PRESERVATION

APPLICATION FOR REGISTRATION

☐ **CALIFORNIA HISTORICAL LANDMARK**
(Results in Automatic listing in the California Register)

☐ **CALIFORNIA POINT OF HISTORICAL INTEREST**

NAME OF HISTORIC PROPERTY
ADDRESS
CITY/STATE/ZIP CODE

COUNTY	ASSESSOR'S PARCEL NO.

NAME OF OWNER OF HISTORIC PROPERTY
ADDRESS
CITY/STATE/ZIP CODE

NAME OF APPLICANT	APPLICANT TELEPHONE NO.

ADDRESS
CITY/STATE/ZIP CODE

RECOMMENDED BY CHAIR, STATE HISTORICAL RESOURCES COMMISSION	DATE
APPROVED BY DIRECTOR, CALIFORNIA DEPARTMENT OF PARKS AND RECREATION	DATE
DESIGNATION NO.	

Appendix C

INSTRUCTIONS FOR PREPARING DPR 523 FORMS FOR NOMINATING A CALIFORNIA HISTORICAL LANDMARK OR CALIFORNIA POINT OF HISTORICAL INTEREST

Office of Historic Preservation
1725 23rd Street, Suite 100
Sacramento, CA 95816-7100

Revised September 2011

I. Introduction

In this manual, you will find the instructions for preparing the DPR523 forms used for nominating historical resources as a California Historical Landmark (Landmark) or California Point of Historical Interest (Point).

The State Historical Resources Commission (Commission) has determined the Historical Resources Inventory Form (DPR Form 523 A through L) series, henceforth DPR Form 523, provides the best means for recording the necessary level of information. The DPR 523 forms provide the means to locate, describe, and evaluate the nominated resource.

II. Selecting the Appropriate DPR 523 Forms

Depending on the nature and complexity of the resource, it may be necessary to use several of the forms included in this manual. For every Landmark and Point nomination, the minimum level of information required must be completed on forms:

- DPR 523A Primary Record
- DPR 523B Building, Structure, and Object Record (if applicable for the resource)
- DPR 523C Archeological Site Record (if applicable for the resource)
- DPR 523D District Record (if applicable for the resource)
- DPR 523L Continuation Sheet (as needed)

A. Classifying Historical Resources

When nominating a historical resource, it is useful to classify it. Categories of historical resources eligible for nomination and their definitions are as follows:

- **Building:** A resource created principally to shelter or assist in carrying out 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.
- **Structure:** The term used to describe a construction made for a functional purpose rather than creating human shelter.
- **Object:** The term is used to distinguish those constructions that are primarily artistic in nature or are relatively small in scale and simply constructed, as opposed to a building or structure. Although it may be movable by nature or design, an object is associated with a specific setting or environment. Objects should be in a setting appropriate to their significant historic use, role, or character. Objects relocated to a museum are not eligible for listing.
- **Site:** The location of a significant event, a prehistoric or historic occupation or activity, or a building or structure, whether standing, ruined, or vanished, where the location itself possesses historic, cultural, or archeological value regardless of the value of any existing building, structure, or object. A site need not be marked by physical remains if it is the location of a prehistoric or historic event and if no buildings, structures, or objects marked it at that time.

- **Historic District:** Historic districts are unified geographic entities which contain a concentration of historic buildings, structures, or sites united historically, culturally, or architecturally. Historic districts are defined by precise geographic boundaries. Therefore, districts with unusual boundaries require a description of what lies outside the area, in order to define the edge of the district and to explain the exclusion of adjoining areas.

B. Required DPR 523 Form(s)

The table below provides examples of classified resources and the required DPR 523 forms necessary to complete a nomination for these particular resources.

Category	Examples	Required DPR 523 Form(s)
Building	houses, barns, stables, sheds, garages, courthouses, city halls, social halls, commercial buildings, libraries, mills, factories, stationary mobile homes, train depots, hotels, theaters, schools, stores, and churches	523A, 523B, 523I, 523K, 523L
Structure	bridges, tunnels, dredges, fire towers, turbines, dams, corncribs, power plants, silos, shot towers, grain elevators, windmills, kilns, mounds, earthworks, cairns, palisade fortifications, railroad locomotives and cars, boats and ships, telescopes, carousels, bandstands, gazebos, mines aircraft	523A, 523B, 523I, 523J, 523K, 523L
	canals, ditches, flumes, pipelines, roads, utility lines, fences, rock walls, railroad grades, and historic footpaths	523A, 523B, 523E, 523I, 523J, 523K, 523L
Object	sculpture, monuments, boundary markers, statuary, fountains, and maritime resources	523A, 523B, 523I, 523J, 523K, 523L
Site	habitation and village sites, rock shelters, hunting and fishing sites, petroglyphs and rock carvings, grounds and gardens, battlefields, campsites, shipwrecks, cemeteries and funerary sites, ruins of historic buildings and structures, treaty signing sites, natural features such as: springs, rock formations, Native American Ceremonial areas and pictographs, and other land areas having cultural significance	523A, 523C, 523I, 523J, 523K, 523L
	designed landscape	523A, 523B, 523I, 523J, 523K, 523L
	trails, and the ruins of canals, ditches, flumes, pipelines, roads, utility lines, fences, rock walls, an railroad grades	523A, 523C, 523E, 523I, 523J, 523K, 523L
Historic District	college campuses, central business districts, residential neighborhoods, commercial areas, large forts, industrial complexes, civic centers, rural villages, complex canal or irrigation systems, groups of habitations and associated activity areas, large ranches/estates/plantations, transportation networks, and large landscaped parks	523A (for the district and for each contributor), 523D, 523I, 523J, 523K, 523L

III. How to Prepare DPR 523 Forms

Following are step-by-step instructions for completing the various DPR 523 forms. Required information is indicated with a **sidebar, asterisk, and bold type** in the instructions that follow. All records must be typewritten or computer-generated. Please make every effort to produce clear and easily readable maps, photographs, and drawings when they are required.

A. DPR 523 Primary Record Form

The Primary Record Form is required for every Landmark and Point nomination, regardless of the resource. It is used to nominate Buildings, Structures, Objects, Sites, and Districts. The form documents the information to locate and describe a nominated resource.

Header Block: Information provided in the shaded header block at the top of the form will be used to track resource records and the decisions made about a nominated resource. Enter the appropriate information in the spaces provided for Primary Number, Site Trinomial/Historic Resources Inventory Number, henceforth HRI Number, Other Listings, and National Register of Historic Places (NHRP) Status Code when known. The space provided for Review Code, Date, and Reviewer will be completed by the Office of Historic Preservation (OHP) and should always be left blank.

Primary Number: Enter a number only if one has already been assigned by a Regional Information Center.

Trinomial and/or HRI Number: Enter the appropriate number only if a number has already been assigned by OHP or an Information Center.

NRHP Status Code: Enter a 7 in this field for “not evaluated”.

Other Listings: Enter any national, state, and/or local designation program in which the resource is listed. Provide a reference number if applicable. Enter only those designations which have already been approved at the time of nomination. Use the following abbreviations: HABS (Historic American Building Survey), HAER (Historic American Engineering Record), NHL (National Historic Landmark), or provide the name of the local register where applicable.

Review Code/Reviewer/Date: To be completed by OHP staff.

***Resource Name or #:** Use this field to provide an identifier assigned by a recorder that can be used to link all the pages of the nomination. The identifier can be a historic or common name, parcel number, or any other designator which will consistently refer to the resource.

P1. Other Identifier: This space may be used to provide an identifier that relates to a project name, agency designation, or other unique identifier that pertains to the resource.

***P2. Location:** First, indicate whether or not the location of the resource should be kept confidential. Then provide the following information:

***P2a. County:** Give the name of the county or counties in which the resource is located. If it is located in more than one county, list first that county containing the majority of the resource. Include the appropriate county and state for resources whose boundaries extend outside of California.

***P2b. USGS 7.5' Quadrangle, Township, Range, and Section:** Provide the name of the United States Geological Survey 7.5' quadrangle(s) that cover(s) the area in which the resource is located and describe its legal location to the nearest quarter section where possible. For large or linear resources spanning an extensive geographic area, it may be helpful to provide several legal descriptions. Indicate the township, range, and base meridian for each legal description.

P2c. Address: Enter the complete address, if one exists, for the parcel on which the resource is located. Include the street or highway number and name, town or city, and zip code. For numbered highways, use "State Route" or "County Road" followed by a number.

***P2d. UTM:** Universal Transverse Mercator, henceforth (UTM), coordinates **are required for sites and should also be used for other resources that either do not have a street address or cannot be accurately located by the address due to the size of the parcel**. For example, linear structures rarely have addresses and many rural buildings are located on large parcels. In such cases, UTMs should be provided to more accurately pinpoint the location of the resource.

Begin by entering the name of the United States Geological Survey quadrangle(s). Note the date the map was published or photorevised. For resources less than 10 acres, enter the UTM coordinate for the point corresponding to the center of the resource. Four UTM coordinates are required when identifying the corners of larger resources. UTM coordinates should be provided for both ends of linear structures and sites (or for the recorded segment of that resource). When more than one UTM coordinate is given, each reference point should be depicted on a Location Map.

P2e. Other Locational Data: While no further locational data is required, it may be helpful to supply additional information such as a parcel number; lot, block, and subdivision; and/or directions to a resource. Parcel numbers may be particularly useful to local governments that make decisions affecting historical resources.

***P3a. Description:** Provide a concise, well-organized description of the resource. Describe its physical characteristics and appearance and summarize any features that

are associated with it. Where possible, note all aspects of the resource that are observed, even if some of these elements are not recorded in detail.

Descriptions of buildings, structures, and objects should identify construction details, materials, workmanship, and alterations. Buildings should be described in terms of overall shape, number of stories, siding type, roof shape and materials, dormer shape, window location and pattern, door location, porch type, and ornamentation. Information on the nature and extent of any alterations should also be included. Boundary descriptions may be brief and refer solely to the resource's parcel where appropriate. Describe the area outside the boundaries, mentioning landscape, use, architecture, and other aspects related to the setting of the resource, as appropriate.

Descriptions of linear structures and linear sites should include an overview of the entire resource when possible, even in cases where only a segment of that resource is nominated. The overview should attempt to describe the type of resource, when it was constructed, how long it is, its shape, origin and destination, how it was constructed (e.g., materials, workmanship, special engineering accomplishments, etc.), setting and physical condition, and, to a limited degree, its function. When only a portion of a linear resource is nominated, that segment should be identified on a Location Map (DPR 523J).

Descriptions of sites should summarize observed physical characteristics and major cultural and natural features (e.g., midden, lithic scatter, shell mound, housepits, rock art, bedrock milling features, etc.). While interpretive comments may also be included, the principal goal of this section is to describe the site in as much detail as possible.

When nominating traditional cultural places (TCPs), the description should be based on information provided by members of that community which is historically associated with the resource. Refer to National Register Bulletin 38 (National Park Service 1990) for further information about recording TCPs.

Descriptions of districts should briefly summarize overall characteristics, setting, and the numbers and types of contributing and non-contributing resource elements. Discuss the characteristics that link the elements of the district to form a distinctive resource in and of itself. Mention natural and cultural features as appropriate. If you are describing an element of a district, provide the Primary Number and/or the resource identifier of the district, when known.

***P3b. Resource Attributes:** From the list of Resource Attributes in Section V of this document, enter those attributes which best define and describe the resource. Provide the code and a brief description for each attribute identified. For example, a complex resource may contain several attributes, such as “(HP2) single family property,” “(AH2) building foundation," and "(AP4) bedrock milling feature.” The codes provided in this data field will enable attribute-based record searches which, when combined with other variables, will facilitate contextual research.

<u>*P4. Resources Present:</u> When nominating a resource with superimposed elements, such as a building located on top of an archeological site, check all categories that apply. If the resource is part of a district, check the box for "Element of District" in addition to the appropriate box (or boxes) that best describe the resource. If the record is being prepared to document a district, check the district box.

<u>*P5. Photographs, and/or Drawings and Descriptions:</u> At least one clear and descriptive photograph is required for all records documenting buildings, structures, or objects, and may also be supplied when documenting sites. Describe the subject, view, date the photograph was taken, and the number of the photograph (roll and frame number) fi 35mm film was used, in Field P5b. Digital photographs must be at least 2 megapixels in size (minimum resolution 1200x1600 pixels), accompanied by digital media with all photo files in JPEG, TIFF or RAW format. Digital photo prints must be printed on inkjet paper intended for photographic prints. Digital photos and prints should be in color, not black & white.

Photographs of buildings, structures, and objects should provide an overview of the resource in its setting or a detailed view of the resource itself where appropriate. One contemporary photograph showing the front and one side of the resource is usually sufficient for a district, but a nomination for a single property may require more than one photo. For some resources, it may be useful to provide additional views, supplementary historical pictures, photographs of details, and photographs of ancillary structures placed on Continuation Sheets (DPR 523L). This space may also be used for drawings, plans, maps of minor resources and isolated archeological finds, or for supplementary text where a photograph or other graphics are not required. A digital image may be posted into the DPR form's image box, or pasted into continuation sheets, but the nomination must also be accompanied by digital image files and a photo print of each nomination photograph.

***P6. Date Constructed/Age and Sources:** Indicate whether the resource is prehistoric, historic, or both; list the construction date or period of use; and briefly describe how that date or period was determined (e.g., 1930, Building Permit). Indicate whether the date or period of use is factual or estimated. The term "historic" applies to all historical resources associated with non-indigenous peoples, as well as those used by Native Americans after direct contact with non-indigenous peoples. The term "prehistoric" applies to all historical resources used by Native Americans prior to direct contact with non-indigenous peoples. Cite any references used to determine the age of the resource.

<u>*P7. Owner and Address:</u> Give the name and address of the resource's current owner(s). If the owner is a government agency, clearly identify the agency by name (not simply "the State of California" or "the federal government"). The name and address of the managing unit may also be provided.

<u>*P8. Recorded By:</u> Enter the name of the person who prepared the nomination, indicating their agency or organizational affiliation, if appropriate. Provide a complete address for that person, agency, or organization.

***P9. Date Recorded:** Indicate the date the nomination was prepared.

***P10. Survey Type:** Enter “California Historical Landmark Nomination” or “California Point of Historical Interest Nomination” in the space provided.

***P11. Report Citation:** Provide a complete citation for any report or publication, if one has been completed or is under preparation, documenting the discovery of the resource. List the name of the author, date of the report or publication, title, and the name of the government agency, private firm, university department, publisher, etc. for whom the report was prepared or published. If no report or publication exists or is planned, enter "none."

***Attachments:** Check any forms that are attached to the Primary Record and list any other attachments, if appropriate.

B. 523B Building, Structure, and Object (BSO) Record

Evaluation is a required field on the BSO Record. Completing an evaluation involves assessing whether a historical resource meets defined criteria to be designated as a Landmark or Point. The BSO Record can be used to evaluate and present detailed information about Buildings, Structures, and Objects.

The significance of a historical resource is best understood and judged in relation to a historic context. A historic context consists of a theme, pattern, or research topic; geographic area; and chronological period. The theme, pattern, or research topic provides a basis for evaluating the significance of a resource when it is defined in relation to established criteria. A historical resource is considered significant and, hence, eligible as a Landmark or Point if it is associated with an important historic context and it retains the integrity of those characteristics necessary to convey its significance. When considering the integrity of a historical resource, it is appropriate to take into account the seven factors of integrity: location, setting, design, materials, workmanship, feeling, and association.

Evaluation involves three basic steps: (1) identification of a significant historic context associated with the resource; (2) identification of the types of resources important in illuminating that context and the physical characteristics those resources must possess to reflect the significance of the historic context; and (3) an assessment of whether the resource being evaluated has those required physical characteristics. The amount of descriptive and historical information needed to establish whether or not a resource has the required physical traits necessary to convey its significance will depend on the complexity and type of resource being nominated.

Header Block: Enter the Primary Number, and HRI Number, and/or site Trinomial Number, if known. Leave these fields blank if the numbers are unknown.

***NRHP Status Code:** Enter a 7 in this field for “not evaluated.”

***Resource Name or #:** Enter the same name or number used in this field on the Primary Record (DPR 523A).

B1. Historic Name: Enter the historic name of the resource, if known. A historic name may be either the formal name used for the resource during its period of significance or a name closely associated with its significance. The historic name may refer to the builder, designer, or historic owner(s); significant persons or events connected with the resource; original or later uses of the resource; or accepted professional, scientific, technical, or traditional names for the resource.

B2. Common Name: Enter the resource's common or presently used name. If documenting a single family dwelling, use the current owner's name only if local residents strongly associate the house with that owner. If historic and common names are identical, enter "same." If the resource has no common name, enter "none."

B3. Original Use: Enter the original use(s) of the building, structure, or object. Other past uses may be described in Field B10 (Significance).

B4. Present Use: Identify the present use(s) of the building, structure, or object.

***B5. Architectural Style:** Use standard architectural terminology to describe the style or construction type of the building when applicable. If necessary, combine terms to describe the style (e.g., "Classical Revival with Craftsman elements"). See National Register Bulletin 16A (National Park Service 1991), Blumenson (1981), McAlester and McAlester (1984), City of Oakland (1978), and Whiffen (1969) for suggested stylistic terminology. See Sources of Additional Information for complete citations of these publications.

***B6. Construction History:** List alterations to the resource which substantially affect its architectural integrity. Be as specific as possible. For example, put "double-hung wooden sash windows with one pane in each sash" rather than merely "windows." Add the date(s) of the alterations, if known.

***B7. Moved?:** Check whether or not the resource has been moved and give the date of the move, if known. Include any available information regarding the original location of the resource.

***B8. Related Features:** List other important features of the resource. Such features might include barns, carriage houses, garages, outhouses, sheds, windmills, water towers, hitching posts, fences, walls, unusual curbs or sidewalks, formal gardens, prominent or unusual trees, and expansive lawns. Do not include other major historical resources that merit separate documentation.

B9a. Architect: If appropriate, enter the name of the architect, architectural firm, engineer, artist, landscape architect, or planner responsible for designing the building,

structure, or object. If the resource was not professionally designed, as in the case of a house constructed by an owner/builder, put "none." If no information about the designer is known, enter "unknown."

B9b. Builder: In the space provided for "Builder," enter the name of the person or firm actually responsible for the construction of the resource. Do not put the name of someone who merely commissioned the work. If no information is known, enter "unknown."

***B10. Significance:** Resources are generally evaluated using a historic context – an organizational format that groups information about related historical resources based on theme, geographic limits, and chronological period. The information provided in the following fields should describe why the resource is significant within a relevant historic context.

Begin by identifying the historic "Theme"–the subject or topic of historical study important to the resource. Examples include "Commercial Development," "Citrus Industry," "River Transportation," "Residential Architecture," etc. For "Area," list the locale in which the events of the theme occurred. Usually the area is the city or town in which the resource is located; however, there may be exceptions where contemporary boundaries do not coincide with historical boundaries. The area also might be a county, a part of a town, or a place defined by a topographical feature.

"Period of Significance" refers to a chronological period as it relates to the historic context and is defined as a year or range of years [e.g., Commercial Development (theme) in Bakersfield (area), 1896-1941 (period of significance)]. For "Property Type," enter the specific type of resource that is being evaluated within the historic context. For example, the context "Commercial Development in Bakersfield, 1896-1941" may include retail stores and office buildings as associated property types. Therefore, a form documenting the Woolworth Building in downtown Bakersfield would list "retail store" for the property type.

In the space marked "Applicable Criteria," enter the criterion or criteria upon which the resource is being evaluated. **If nominating a property as a California Point of Historical Interest or California Historical Landmark, use the Points and Landmarks criteria (see page 2 of this document), not California Register or National Register criteria.**

The statement of significance should explain why the resource is important in relation to its historic context(s). Make the strongest possible case using historical and/or architectural analysis as appropriate. Compare the resource with others that belong to the same property type and relate to the same historic context. Include an analysis of the integrity of the resource. Additional information about the resource may be included, even if it is not specifically related to the context identified, to the extent that it will help establish the significance of the resource. **If the property is the first, last, only or**

most significant of its type in a region, the statement of significance must support this statement with references and evidence.

B11. Additional Resource Attributes: The historic attributes of the resource refer to its characteristics at the time it gained significance. Choose up to six numbers from the list of Resource Attribute Codes in Section V of this document. Enter each number and a brief description, e.g., (HP3) Duplex. If more than one number is needed, the description may follow the numbers.

***B12. References:** List any documents and style books used to obtain information about the resource. Include page numbers and dates of publication. You may abbreviate citations if necessary, but do not merely cite a general bibliography available elsewhere.

B13. Remarks: Include information about zoning, threats to the resource, previous surveys, and other relevant information in this data field as appropriate.

***B14. Evaluator and Date of Evaluation:** Enter the name of the person responsible for evaluating the significance of the resource and indicate the date the evaluation was completed.

***Sketch Map:** In the space provided, draw or paste in a sketch map of the resource and any associated features discussed in Field B8 (Related Features). This **Sketch Map (DPR 523K)** is required regardless of whether or not a Location Map (DPR523J) is also needed. The sketch map need not be drawn to scale, but must include a north arrow. Name or otherwise identify important features associated with the resource. In urban areas and where possible in rural areas, identify the nearest intersection. Otherwise, show roads (with names), buildings, rivers, railroad tracks, and other features that may help others locate the resource. If the resource's boundaries are other than parcel boundaries, indicate as such. Online resources such as Google Maps, copied and pasted onto the form, are acceptable for use, if a north arrow is included on the map.

Space Reserved for Official Comments: Leave this space blank. Provide comparable space on MS Word electronic forms.

C. DPR 523C Archeological Site Record

The Archeological Site Record can be used to record detailed descriptive information about most historical resources classified as “Sites.” The Archeological Site Record was specifically developed to accommodate the documentation of both prehistoric and historic sites. As such, it includes a number of data fields essential for recording certain types of sites, but is irrelevant for the documentation of others. **Note: Archaeological Site Records are generally not necessary for California Historical Landmark or Point of Historical Interest nominations, and are intended for use by trained archaeologists, not the general public.**

The Archeological Site Record **must be accompanied by a detailed Sketch Map (DPR 523K)**. The Sketch Map should accurately depict the details of the site in its immediate environmental setting thereby providing sufficient detail to allow a person unfamiliar with the resource to identify it on site. An archeological Sketch Map should be drawn to scale. It must include a datum point or points; site boundary; north arrow (labeled either "magnetic" or "true"); bar scale; the plotted location of features, collected specimens, units, and other materials (if present); and a legend. The datum and methods used to map the site should be described in Field A1 on the Archeological Site Record.

The site datum should be a relatively permanent natural or cultural feature. All features should be plotted accurately in correct relation to each other and the datum. Relevant information about the natural and cultural setting of the site should also be depicted. It is acceptable to estimate the locations of such natural features.

Several specialized recording forms have been developed as optional attachments to the Archeological Site Record. They include the Linear Feature Record (DPR 523E), Milling Station Record (DPR 523F), Rock Art Record (DPR 523G), and Artifact Record (DPR 523H). Instructions for preparing those optional attachments are provided later in this manual.

Header Block: Enter the Primary Number and/or site Trinomial Number, if known. Leave these fields blank if the numbers are unknown.

***Resource Name or #:** Enter the same name or number used in this field on the Primary Record (DPR 523A).

***A1. Dimensions:** Enter the length and width of the site, describe the units of measurement, and indicate how the dimensions were determined (i.e., describe methods used to map the site). All sites with prehistoric components must be measured in meters. The use of other appropriate units of measurement is acceptable for sites with historic components. The overall dimensions of multi-component sites should be measured in meters with other units of measurement used to supplement the description of historic features where appropriate. State the orientation of the measurements in the space between parentheses using one of the four basic compass lines. Describe the datum in sufficient detail that it can be relocated by subsequent investigators. Also provide the following information regarding how these limits were defined:

Method of Measurement: Check the box that defines how length and width measurements were made and describe any other methods used.

Method of Determination: Check all factors employed to determine the site boundary, including the distribution of artifacts and features; diminishing densities of cultural materials; changes in soil color or type; distinctive vegetation or topography; cultural materials visible in cut banks, animal burrows, or as the result of test excavation; or the

recognition of a historic property boundary. Provide a brief explanation of any other means used to determine the site boundaries. While it may not be possible to define absolute boundaries for a resource based on surface inspection, a clear justification should be offered for how the site's boundaries were defined.

Reliability of Determination: Estimate how reliable the boundary determination is and check the appropriate box. Explain as necessary.

Limitations: Check any factors that hindered accurate determination of the extent of the site and explain any additional limitations that were noted.

***A2. Depth:** Enter the depth of any archeological deposit(s) which are present at the site. An estimate of depth is acceptable as long as the rationale for that approximation is explained. Leave the space after "depth" blank and check "unknown" if there is uncertainty about the site's depth. Enter "surface" on the line following "depth," check "none" if there is no depth to the deposit, and indicate how this was determined.

***A3. Human Remains:** Record the presence or absence of any human remains observed on the site by marking the appropriate box. Indicate the quantity, condition, and location of any observed remains in the space provided after "explain." The location of observed human remains should be depicted on an attached **Sketch Map (DPR 523K)**. If any osteological material has been removed from the site, identify where it is curated or to whom it was transferred for reinternment or analysis.

***A4. Features**: Assign a number to every feature present on a site, show its location on an attached Sketch Map (DPR 523K), and describe the feature and any cultural constituents associated with it. If no features were observed, enter "none" or "none observed."

The description of each feature should identify, where possible, the type of feature; its age, function, size, and condition; the nature of any associated archeological deposits and cultural constituents; and any other pertinent details. Cultural constituents that are associated with or found near a feature should be described as an aspect of that feature, rather than in the general list of constituents entered in Field A5 (Cultural Constituents). List, briefly describe, and discuss the chronological implications of all cultural constituents associated with each feature or a meaningful sample of them.

Information about the numbers and types of bedrock milling features and rock art features should be briefly summarized in this field. Such features also may be recorded in greater detail on a Milling Station Record (DPR 523F) or Rock Art Record (DPR 523G) if appropriate.

***A5. Cultural Constituents:** List, briefly describe, and discuss the chronological implications of all cultural constituents not associated with features of the site. Constituents that are associated with features of the site should be described in Field A4 (Features). Cultural constituents encompass all artifacts, ecofacts, and other

residues of human activities. Provide a complete inventory of observed constituents when they occur in small quantities. For sites with large amounts of cultural material, describe the types of materials present and estimate their relative abundance, taking care to identify any temporally diagnostic remains.

***A6. Were Specimens Collected?:** Check whether or not any specimens were collected during the field visit that led to the preparation of the Archeological Site Record (DPR 523C).

If any materials were collected, attach an Artifact Record (DPR 523H) or a catalog containing comparable information and show the locations where the specimens were collected as specific points or collection units on an attached Sketch Map (DPR 523K). Be sure to indicate on the Artifact Record where the specimens are curated. Please note that specimens should only be collected under the auspices of a legitimate scientific study and with the permission of the landowner.

***A7. Site Condition:** Indicate the relative condition of the site as a whole by checking "good," "fair," or "poor" and describe existing alterations and/or disturbances of the resource, its major features, and its setting. Indicate the degree of disturbance and the agents that caused that disturbance. Consider whether the site retains integrity of setting, feeling, association, workmanship, design, materials, and location.

***A8. Nearest Water:** Enter the name, or type of water (if not specified in the name), seasonal availability, distance, and direction (from the site datum or site boundary closest to water source) to the nearest natural fresh water source or probable former source (for prehistoric sites) or historic source (for historic sites occupied after that source was created). If the nearest water cannot be determined, enter "unknown."

***A9. Elevation:** Enter the elevation or range of elevations for the site in meters or feet and describe how those measurements were determined (e.g., altimeter, interpreted from map, etc.).

A10. Environmental Setting: Briefly describe the present vegetation zone, plants, animals, soils, geology, landforms, slope, aspect, exposure, and other environmental characteristics of the site and its vicinity to the extent that such conditions are relevant to understanding the site and its importance.

A11. Historical Information: Briefly summarize information gathered from reports, publications, historic documents, and oral interviews. In cases where historic materials are present, but no documentary or testimonial evidence was found, state that the historic use is unknown. Indicate what sources were examined for information about the resource, even if the results were negative. Use a Continuation Sheet (DPR 523L) to attach historic maps and/or photographs if appropriate.

***A12. Age:** Check any categories that apply to the site and explain the evidence used to determine the period(s) during which it was occupied. If occupation of the site

extended over multiple periods, check all that apply. For prehistoric sites, describe any evidence that can be used to infer the site's position in a regional prehistoric chronological sequence where possible.

The protohistoric check box should be marked if a site was occupied by Native Americans during the historic period, as determined from historic accounts and/or the presence of materials introduced by non-native peoples. Specific dates of occupation or site use should be identified for other types of historic archeological sites when these dates are known.

A13. Interpretations: Provide information concerning any interpretations made for the site and discuss the evidence used to substantiate these interpretations. Possible interpretive categories include site function, demographic observations, cultural ecology, research or scientific value, and ethnographic/cultural affiliations. While the observations discussed here may or may not be sufficiently detailed to constitute an evaluation, they should provide data helpful for planning the evaluation and treatment of the site. This field should be used to present a full historic context statement and evaluation of a site for the purposes of a Landmark or Point nomination.

A14. Remarks: This field may be used to note additional information that does not readily fit elsewhere on this form. It may be useful to discuss the history of previous studies at a site, threats to the resource, or other data.

A15. References: List persons interviewed and documents used to discover information about the resource. Enter "none" if no information was sought. Provide a complete citation for each document, sufficient so that others may locate the source. Identify persons interviewed by their full name, address (if permitted by the interviewee), and the date of the interview.

A16. Photographs: This field should be used to record any photographs or other recorded images taken during the documentation of the site. A Photograph Record (DPR 523I) can be attached to the Archeological Site Record as an alternative to completing this field. If no images were taken, enter "none." Photographic documentation is strongly recommended for every site. Photographs should be placed on a Continuation Sheet (DPR 523L) and labeled.

***A17. Form Prepared By, Date, and Affiliation and Address:** Provide this information only if it differs from that given in Fields P8 and P9 on the Primary Record (DPR 523A).

D. DPR 523D District Record

Districts consist of a significant concentration or continuity of associated historical resources. The District Record provides a vehicle for documenting the linkages among individual resources in such a situation. The District Record will be used to evaluate the significance of the resource within the framework of a historic context.

A Primary Record (DPR 523A), Location Map (DPR 523J), and District Record (DPR 523D) are all needed to document the district as a whole. Every component or element of the district is then documented separately on its own Primary Record. In some cases, it may be appropriate to prepare additional documentation, such as on a DPR 523B (Building, Structure or Object) form, on a district component when it appears to be individually significant as well, and worthy of nomination on its own merit.

Minor features such as landscaping, fences, curbing, prospect pits, and widely dispersed archeological materials need not be separately recorded if they are adequately described in Field D3 (Detailed Description) on the District Record.

Header Block: Enter the Primary Number, HRI Number, and/or site Trinomial Number if known. Leave these fields blank if they are unknown.

***NRHP Status Code:** Enter a 7 in this field for “not evaluated.”

*Resource Name or #: Enter the same name or number used in this field on the Primary Record (DPR 523A).

D1. Historic Name: If applicable enter the historic name of the district. A historic name may be either the formal name for the resource during its period of significance or a name closely associated with its significance. The historic name might also refer to accepted professional, scientific, technical, or traditional names for the district.

D2. Common Name: Enter the common or presently used name for the district. If historic and common names are identical, enter "same." If the resource has no common name, enter "none” or a brief description, such as “500-700 block of Maple Street.”

***D3. Detailed Description:** Provide a detailed description of the district, including those characteristics that give coherence to the area. Describe the nature and severity of any intrusions and disturbances. Mention design features, vegetation, and other relevant factors. List every resource which has been documented separately as an element of the district, and indicate whether or not that element contributes to the significance of the district. This information may be included in this field or as a separate entry on a Continuation Sheet (DPR 523L). Addresses should be given for all buildings and structures in a district if applicable. Other types of identified resources may be listed by Primary Number, Trinomial Number, HRI Number, and/or a resource identifier such as a historic name or temporary designation. Minor features of a district such as plantings, mining prospect pits, fences, and curbing need not be separately recorded on individual recording forms if they are adequately discussed in the text of the Detailed Description.

At least two photographs of representative streetscapes or other overall views must be included with the District Record; there is no set number of photos, but enough should be included to give a clear representation of the district, its contributors and non-contributors. Digital photos are preferred; print size should be at least 5”x7”, minimum resolution 2 megapixels (1200x1600 pixel image size.) All digital photos must be

accompanied by digital media containing photo files in JPEG, TIFF or RAW format. Photo prints must be printed on inkjet paper recommended for photo prints. 35mm photo prints are also acceptable. Describe the subject, view, date the photograph was taken, and write this information on the back of the photo print in pencil or archival ink pen. Number all photos for reference. If a DPR 523I (Photographic Record) is included in the nomination that includes photo number, subject, view and date information, only the name of the nomination and photo number needs to be recorded on the photo back.

***D4. Boundary Description:** District boundaries may be described either in a narrative fashion or by entering the measurements of the maximum length and width of the resource. Narrative entries may use street names, property lines, geographical features, or other lines of convenience. When dimensions are given, indicate the units of measurement and describe the method used to obtain those measurements (e.g., taped, paced, extrapolated from map, etc.). The boundaries of the district and the district elements should be clearly depicted on a Location Map (DPR 523J) and/or a Sketch Map (DPR 523K).

***D5. Boundary Justification:** Provide a concise explanation as to how the boundaries of the district were determined, taking into account the property's significant elements, setting, integrity, and historical importance. Boundaries should encompass, but not exceed, the extent of the significant resources and land area that contribute to the importance of the district.

***D6. Significance:** The statement of significance should summarize the importance of the district in terms of its historic context, as defined by theme, period of significance, and geographic scope. The importance of each individual element of the district shall be addressed in the separate Primary Records (DPR 523A) prepared for each contributing resource. Only those resources that convey the significance of the district shall be considered as contributors. Ancillary features of contributing elements need only be described as related features on the individual records. Minor features and non-contributing elements of the district may either be recorded with a Primary Record and Location Map, if necessary, or simply described in Field D3 of the District Record.

Begin by identifying the historic "theme" – the subject or topic of study. Examples include "Commercial Development," "Railroad Logging," "Water Conveyance Systems," "Prehistoric Obsidian Quarry Exploitation," "Historic Mining Camps," etc. Next, identify the geographic scope in the "area" field. The geographic scope is the locale in which the events of the theme occurred. The scope could be a city, county, or region; scope could also encompass an entire state or the nation. The "period of significance," which refers to the chronological period identified in the historic context and is defined by a year or range of years [e.g., Railroad Logging (theme) in Sierra Nevada Region (area), 1890-1940 (period of significance)]. In the space marked "applicable criteria," enter the criterion or criteria upon which the district is being evaluated. In the large blank portion of this section (Significance) explain why the resource is important in relation to its historic context(s). Make the strongest possible case using historical, architectural, archeological, and/or other analyses as appropriate. Compare the district with others

that encompass the same property type(s) and relate to the same historic theme. Include an analysis of the integrity of the district, taking into consideration whether or not it retains integrity of location, design, materials, workmanship, feeling, association, and setting. Also indicate whether the district and its elements remain in use or have been abandoned. Additional information about the district may be included, even if it is not specifically related to the context identified, to the extent that it will help establish the significance of the resource.

***D7. References:** List the documents that were used to obtain information about the district. Include oral interviews, noting the name of persons interviewed, the date of the interview, and the address of the interviewee when possible. Provide a complete citation for each document. The report citation should list the name of the author, date of the report or publication, title, and the name of the government agency, private firm, university department, publisher, etc. for whom the report was prepared or published.

***D8. Evaluator/Date/Affiliation and Address:** Give the name, address, and organizational affiliation of the person responsible for evaluating the significance of the district and enter the date the evaluation was completed.

Sketch Map: A detailed Sketch Map (DPR 523K) is required when the layout and details of the district cannot be clearly conveyed on a Location Map (DPR 523J) due to the compactness of its elements. District Sketch Maps should be drawn to scale and must include the boundaries of the district, a north arrow, a bar scale, the plotted locations of all features and/or elements, and a legend. Include information about the environmental setting of the district. For urban building surveys, a parcel map may be used to create the Sketch Map. The parcel map should include all of the items mentioned above and clearly indicate the names of all streets included within the district.

E. DPR 523E Linear Feature Record

The Linear Feature Record may be used to supplement either minimal or detailed recordation of prehistoric and historic linear structures and sites. Linear features include most long, narrow constructed works classified as structures, like railroads, roads, canals or pedestrian paths, as well as trails, and the ruins of linear structures which are classified as sites. The Linear Feature Record may be used for documenting linear features in their entirety, segments of such resources, or observations made at a particular point along a linear feature.

When a linear feature or a segment of a linear feature is being nominated the nature of the entire resource should be described on the Primary Record (DPR 523A) in Field P3a (Description). Refer to the instructions for Field P3a for the kinds of information that should be included in the overall description of a linear feature. The Linear Feature Record can be used to gather descriptive information about a linear resource or it can serve as a supplement to formal evaluative documentation (e.g. BSO Record, District Record, etc.).

Header Block: Enter the Primary Number, HRI Number, and/or site Trinomial Number if known. Leave these fields blank if they are unknown.

L1. Historic and/or Common Name: Enter the historic and/or common name of the resource. A historic name may be either the formal name for the resource during its period of significance or a name closely associated with its significance. The historic name may refer to the builder, designer, or historic owner(s); significant persons or events connected with the resource; original or subsequent uses of the resource; or accepted professional, scientific, technical, or traditional names for the resource. In addition, a common or presently used name for the resource may also be provided if known. If the resource has no historic or common name, enter "none."

L2a. Portion Described: Check whether the record is for an entire linear feature, a segment of the resource, or a point observation on a linear feature. When recording a segment or point along a linear feature, provide a field designation for that portion or point and depict its location on an attached Location Map (DPR 523J).

L2b. Location of Point or Segment: To prepare a Linear Feature Record for a segment of a linear feature or a point on a linear feature, provide UTM coordinates, and any other locational information that will help identify the specific location that is being documented.

L3. Description: Provide information about the construction materials and techniques used and describe any features, artifacts, and/or archeological sites/deposits that may be associated with the linear feature. Provide plans, sections, or other drawings, as appropriate, on attached continuation sheets (DPR 523L). The observations made in this section should not duplicate information provided in Field P3a (Description) on the Primary Record. If a Linear Feature Record (DPR 523A) is prepared for an entire linear feature, this field may be used to supplement information provided on the Primary Record. When this record is used to describe a particular segment or point along a linear feature, this field should be used to define the specific details observed at that location.

Describe in detail each cultural feature associated with the linear resource. Number or otherwise designate each feature and plot its location on an attached Location Map (DPR 523J) and/or a detailed Sketch Map (DPR 523K). Also indicate if no features are observed. The features of a linear resource generally consist of components integral to the operation and proper functioning of that resource, as opposed to those resource elements such as a ditch tender's camp or railroad depot which would require separate documentation as major resource elements [see Field L5 (Associated Resources)]. Some examples of features of linear resources include:

Resource	Features
roads	retaining walls, culverts, and tunnels
ditches	siphons, flumes, spillgates, and gate valves
trails	blazes, cairns, and paving

railroad grades through cuts, sidings, retaining walls, and trestles

The description of a feature should include information about its construction details, dimensions, and any artifacts found near the feature. Plans, cross-sections, and elevations may be attached to the record using Continuation Sheets (DPR 523L) when dealing with machinery. Feature descriptions should include information about the brand names and patent numbers recorded on the equipment.

L4. Dimensions: Enter the dimensions of the linear feature at the specific observation point, segment, or along the entire resource, or indicate the range of variations in those dimensions. When only a portion of a resource is recorded provide a scaled cross-sectional sketch in Field L4e and define the length of the segment you are recording. For historic resources, all dimensions should be in feet, for prehistoric features, all dimensions should be in metric units. Indicate how that dimension was determined (e.g., taped, estimated, etc.).

L4a. Top Width: Enter the width of the linear feature at its highest point and indicate the unit of measurement. For water delivery systems such as ditches and canals, the top width should be measured at the crest of the berm(s) or wall(s). Record more than one width or a range of widths, if appropriate. For example, a single water delivery system may be composed of a flume, earthen ditch, and concrete canal that each have different top widths which should all be listed in this field.

L4b. Bottom Width: Provide a width for the base of the feature or provide a range of widths, if appropriate.

L4c. Height or Depth: Enter the maximum depth or height of the resource, if applicable, or indicate the variation in that dimension along the length of the linear feature or segment thereof. If the depth/height of a linear feature has been modified (e.g., siltation of ditch), that fact should be noted in this field.

L4d. Segment Length: Enter the overall length of the segment of the resource being recorded and indicate the unit of measurement. If known, the length of the entire resource should be given in Field P3a on the Primary Record, (DPR 523A) and should also be repeated here if recording an entire linear resource. Define where dimensions were measured from (e.g., "from intake structure at dam to junction with Columbia Ditch") and note whether observation, extrapolation from maps, or direct measurement led to the determination of these dimensions.

L4e. Sketch of Cross-Section: Use the space provided to draw a representative scaled cross-section of the linear feature and indicate what direction the drawing faces.

L5. Associated Resources: List previously recorded resources that are historically associated with the use of the linear resource and if known provide a Primary Number, Trinomial Number, and/or HRI Number for each resource. Refer to a resource identifier,

such as a historic name, if a Primary Number is unknown or remains to be assigned. Associated resources which have not yet been recorded may also be mentioned.

L6. Setting: This field may be used to provide a general description of the natural or physical environment of the linear feature where that setting contributes to the significance or appreciation of the resource. Information listed in this category may include descriptions of natural features, landscape characteristics, slope, vegetation, and so forth. For example, it may be important to describe the flora associated with a trail that connects a series of meadows in a forested region or the geology and terrain of a flume hung from the wall of a canyon.

L7. Integrity Considerations: Describe any existing alterations to the resource, focusing on whether or not it retains historic integrity in terms of setting, feeling, association, workmanship, design, materials, and location. Indicate whether the resource remains in use or has been abandoned. Where possible provide an estimate of the proportion of the resource that has been destroyed or modified.

L8a. Photograph, Map, or Drawing: This space may be used for additional graphic documentation of the linear resource at the discretion of the recorder.

L8b. Description of Photo, Map, or Drawing: Enter view, scale, or other descriptive data.

L9. Remarks: This field may be used to present further historical information about the resource, discuss previous efforts to document it, and offer other information that does not fit elsewhere on this form.

L10. Form Prepared By: Provide this information only if it differs from that given in Field P8 on the Primary Record (DPR 523A).

L11. Date: Enter the date this record was prepared.

Mapping Linear Resources: A Location Map (DPR 523J) may be used to depict the portion of a linear resource that has been documented, its features, and those areas depicted through attached cross-section drawings, photographs, or other graphic documentation. For particularly complex linear resources, however, a detailed Sketch Map (DPR 523K) is recommended. Sketch Maps should be drawn to scale and must include a north arrow and bar scale. For large resources, include an overall map including the entire resource and smaller-scale submaps (with locations indicated on the main map) to show segments of the resource where contributing features exist.

F. DPR 523F Milling Station Record

The Milling Station Record may be used to provide a detailed record of one or more bedrock milling stations and any associated artifacts. A bedrock milling station is defined as a non-portable bedrock outcrop or boulder with surfaces and/or depressions ground into it for purposes of milling. The Milling Station Record is an optional form. It is designed to supplement the information in an Archeological Site Record (DPR 523C),

not to replace it. Nominators should prepare a Primary Record, Location Map, and Archeological Site Record when a site with a milling station(s) is submitted for nomination. Additional information may then be collected on a Milling Station Record.

Identify each separate bedrock outcrop with evidence of milling activities (milling station) as a numbered feature of a site. The location of each outcrop (milling feature) should be depicted on the Sketch Map of the site, with the total number of milling surfaces at that feature listed by type in Field A4 (Features) on the Archeological Site Record. The dimensions, rock type, and overall condition of each milling station should be provided in the upper portion of the Milling Station Record, along with the resource name or number listed in the Primary Record and the name of the person who prepared the record.

Give the dimensions of each milling station in metric units. Each dimension should be the maximum extent of the bedrock outcrop or boulder on which milling activities occurred. The height should be measured as the maximum distance from the ground to the highest point on the bedrock outcrop. Outcrops partially covered with archeological deposits should not be excavated to obtain measurements unless that excavation is part of a professional archeological testing program.

Appropriate information should then be entered in the lower portion of the Milling Station Record for each of the individual milling surfaces observed on a culturally modified bedrock outcrop. Spaces are provided for the feature number (milling station number), milling surface number (element of an individual milling station), type, dimensions, contents, and remarks. Use the keys provided at the bottom of the record for abbreviations of the types of features and their contents.

Dimensions for the individual milling surfaces present on a milling station should be measured with a tape in centimeters and recorded as the maximum length, width, and depth of the culturally modified (e.g., pecked and/or ground) bedrock. Use a straight edge laid across the rim of each milling surface to measure its maximum depth. The "Remarks" column may be used to record information such as wear patterns, surface residues, shape, configuration and condition of the culturally modified surfaces, and the presence of any associated artifacts on the outcrop/milling station.

Prepare a plan for each milling station on a Continuation Sheet (DPR 523L) showing the size and shape of the bedrock outcrop and the relative locations of the individual milling surfaces. The plan should include a north arrow (marked true or magnetic), distances between the individual milling surfaces on the outcrop, and a bearing and distance to a site datum. It is often helpful to include other details on the plan such as vegetation, height above ground, and associated artifacts. If a milling station plan is drawn to scale and includes a bar scale, it is not necessary to indicate distance between the individual surfaces on the outcrop.

G. DPR 523G Rock Art Record

The Rock Art Record may be used to record detailed information about individual rock art features. Rock Art is defined as any non-portable bedrock outcrop, boulder, cave wall, or other rock surface intentionally modified by pecking, scraping, grinding, and/or the application of pigment to form a graphic design/image. The Rock Art Record is an optional form. It is designed to supplement the information in an Archeological Site Record, not to replace it. Nominators should generally prepare a Primary Record (DPR 523A), Location Map (DPR 523J), and Archeological Site Record (DPR 523C) when a site with a rock art feature(s) is submitted for nomination. Additional information may then be collected on a Rock Art Record if desirable.

Identify each separate bedrock outcrop or boulder with rock art on it and assign a number to the rock art panel that corresponds with its designation as a feature of a site. The location of each rock art panel (feature) should be depicted on the sketch map of the site and briefly described in Field A4 (Features) on the Archeological Site Record. Use the following instructions to complete the Rock Art Record.

Header Block: Enter the Primary and/or site Trinomial Numbers if known. Leave both fields blank if they are unknown.

Resource Name or #: Enter the same name or number used in this field on the Primary Record (DPR 523A).

R1. Feature/Panel #: Identify the number assigned to the feature and indicate how many total rock art panels are present at the site after the word "of."

R2. Feature/Panel Location: Enter the distance and azimuth from a site datum to a designated position on the rock art panel or feature as shown on a plan. If the site datum is a point within the rock art, so indicate. Also check whether the rock art was found on a cliff face, boulder, bedrock outcrop, cave/rockshelter surface, or other location and describe any other kinds of locations.

R3. Host Surface: Describe the type of rock or other host surface on which the rock art panel or feature appears and identify the color of that surface rock outcrop and rock art images.

R4. Host Background: Check any characteristics that pertain to the background surface of the host rock or ground surface including patination, painting, glacial polish, smoke blackening, lack of natural alteration ("natural"), and other surface conditions. Provide an explanation if you check "other."

R5. Detailed Description of Feature/Panel: Check whether the feature consists of petroglyphs, pictographs, a geoglyph, or a combination of such elements and then describe the size of the feature and host rock outcrop or ground surface, number and types of elements or stylistic motifs, method of production, color of motif, and other relevant descriptive details. All measurements should be taped in metric units.

R6. Feature/Panel Integrity and Natural/Cultural Deterioration: Check whether the rock art feature or panel is in good, fair, or poor condition and note any natural and cultural modification or deterioration by checking any items that apply. Use the space provided to explain in greater detail whether the feature/panel retains integrity of setting, feeling, association, workmanship, design, material, and location.

R7. Style(s) and Suspected Cultural Affiliation: Identify the rock art style(s) and cultural affiliation of the group(s) known or believed to have created the images in the rock art panel. Offer reasons supporting any statements about the stylistic and cultural affiliations of the rock art.

R8. Elements Superimposed?: Check whether or not any elements are superimposed and describe superimposed elements by style, position, and relative age if known. Be sure to clearly depict superimposed elements on the plan showing the rock art panel.

R9. Feature/Panel Visibility: Check whether the rock art feature or panel is visible, semi-visible, or hidden from public view. Take into account the remoteness and accessibility of the site and how obtrusive the rock art is to an untrained observer.

R10. Associated/Nearby Cultural Materials: Describe any artifacts, ecofacts, or other cultural residues found in close proximity to the rock art panel. If no materials are observed near the panel, enter "none."

R11. Conservation Recommendations: Describe any conservation recommendations that may help preserve the rock art panel.

R12. Form Prepared By and Date: Supply the name of the recorder and the date this record was prepared only if it differs from the information supplied in Field P8 on the Primary Record (DPR 523A).

Sketch of Rock Art Panel/Feature: Sketch the panel on a Continuation Sheet (DPR 523L) showing the size and shape of the bedrock outcrop and the relative locations of the individual elements/motifs on that outcrop. The sketch should be drawn to scale, including a north arrow (marked true or magnetic), bar scale, and a bearing and distance to a site datum. Include other details, such as vegetation, height above ground, associated artifacts and distance to a road or trail if relevant. A photograph of the rock art panel is also recommended, attached on a Continuation Sheet.

H. DPR 523H Artifact Record

The Artifact Record may be used to record information about any specimens observed and/or collected at an archeological site. Information comparable to that requested on the Artifact Record is required when any specimens are collected from a site. The Artifact Record is also useful for listing any diagnostic materials that are noted, but not collected. When used as supporting documentation, the Artifact Record may provide details that require only summary description in Field A4 (Features) or Field A5 (Cultural Constituents) on the Archeological Site Record (DPR 523C).

Begin by listing the Primary Number and Site Trinomial Number if known. Then repeat the resource name or number listed on the Primary Record. Describe where any collected specimens are curated, giving the name of the institution and its address. Provide the artifact/specimen number (field designation or accession number), type, condition, description (form, material, etc.), dimensions, and provenience. The location of the specimen may be a collection unit or azimuth and distance from site datum. Show each location on a Sketch Map (DPR 523K), indicate whether the specimen was drawn or photographed, and if it was collected.

I. DPR 523I Photograph Record

The Photograph Record may be used to record information about any type of photographic images prepared as a record of a historical resource. It may be used in conjunction with any of the other records described in this manual. It is designed to identify images taken as still photographs, filmed or taped movies, aerial photographs, slides, etc. and to provide technical details relating to the capture of those images.

Begin by providing the name of the project. List the resource name or number for each resource in the "Subject/Description" column for individual exposures. Spaces are provided for camera format, lens focal length, film type and speed (or digital media type and format), year, media repository, date, time, exposure/frame number, subject, view toward, and accession number (if any). It also may be helpful to identify the places where photographs are taken on an accompanying Sketch Map (DPR 523K).

J. DPR 523J Location Map

The purpose of the Location Map is to accurately depict the location of the resource on a United States Geological Survey (USGS) topographic quadrangle or other government map. The Location Map differs from a Sketch Map in that it generally does not depict the internal arrangement of a resource. The only exceptions to this rule are the Location Maps created for linear resources and districts, which may depict component features and/or elements.

The Location Map is optional for buildings located on small parcels of land in urban areas when an address is provided. It is required for sites as well as other resources that do not have a street address. Location Maps are also recommended for resources that are located on large parcels where an address may not satisfactorily pinpoint the location of the resource within the parcel.

Header Block: Enter the Primary Number, HRI Number, and/or site Trinomial Number, if known. Leave these fields blank if the numbers are unknown.

Enter the same Resource Name or Number used in this field on the Primary Record (DPR 523A).

Provide the name, scale, and publication date of the map(s) used to depict the location of the historical resource in the space provided and include a copy of the appropriate

portion(s) of that map or maps on the Location Map record. If the map has been photorevised, place the date of the revision in parentheses following the original date the map was published. OHP recommends using maps published by the government, particularly United States Geological Survey topographic quadrangles (for rural areas) and Assessor's regional index maps (for urban areas). Because privately published maps are subject to copyright restrictions, it is important to check with OHP before submitting such materials.

All Location Maps should include a bar scale and north arrow. Accurately plot the shape and location of the resource on an appropriate map. Very tiny resources may be depicted with a dot, while the exact configuration of larger resources should be drawn to scale using a heavy black line to indicate the perimeter of the resource. When possible, show the entire alignment of a linear resource, even if only a segment is nominated. Do not obscure map details by solidly filling in the areas covered by large historical resources.

K. DPR 523L Continuation Sheet

The Continuation Sheet is a general form that can be used for a variety of purposes including the presentation of: (1) continued text, (2) feature and artifact illustrations, (3) photographic prints, (4) historic maps, and (5) updating the information from a prior survey effort. Every Continuation Sheet must provide the resource name or number as it appears on the corresponding Primary Record (DPR 523A) for the resource, the name of the recorder, and the date the record was prepared. Continued information should be clearly referenced with the number and name of the data field it relates to. Graphics should be labeled to indicate their subjects, view, scale, and sources as appropriate. The source of all historic photographs, maps, or drawings should be identified.

IV. Resource Attribute Codes

The following codes should be used to define the attributes of historical resources in Fields P3b and B11 on the Primary Record and Building, Structure, and Object Record respectively. The codes are first summarized below and then defined in greater detail in the following pages of this appendix.

Attributes of Historic Resources

HP1. Unknown	HP24. Lighthouse
HP2. Single family property	HP25. Amusement park
HP3. Multiple family property	HP26. Monument/mural/gravestone
HP4. Ancillary building	HP27. Folk art
HP5. Hotel/motel	HP28. Street furniture
HP6. 1-3 story commercial building	HP29. Landscape architecture
HP7. 3+ story commercial building	HP30. Trees/vegetation
HP8. Industrial building	HP31. Urban open space
HP9. Public utility building	HP32. Rural open space
HP10. Theater	HP33. Farm/ranch
HP11. Engineering structure	HP34. Military property
HP12. Civic auditorium	HP35. CCC/WPA property
HP13. Community center/social hall	HP36. Ethnic minority property (list group)

HP14. Government building	HP37. Highway/trail
HP15. Educational building	HP38. Women's property
HP16. Religious building	HP39. Other
HP17. Railroad depot	HP40. Cemetery
HP18. Train	HP41. Hospital
HP19. Bridge	HP42. Stadium/sports arena
HP20. Canal/aqueduct	HP43. Mine structure/building
HP21. Dam	HP44. Adobe building/structure
HP22. Lake/river/reservoir	HP45. Unreinforced masonry building
HP23. Ship	HP46. Walls/gates/fences

Attributes of Historic Archeological Sites

AH1. Unknown	AH9. Mines/quarries/tailings
AH2. Foundations/structure pads	AH10. Machinery
AH3. Landscaping/orchard	AH11. Walls/fences
AH4. Privies/dumps/trash scatters	AH12. Graves/cemetery
AH5. Wells/cisterns	AH13. Wharfs
AH6. Water conveyance system	AH14. Ships/barges
AH7. Roads/trails/railroad grades	AH15. Standing structures
AH8. Dams	AH16. Other

Attributes of Prehistoric Archeological Sites and Ethnographic Sites

AP1. Unknown	AP9. Burials
AP2. Lithic scatter	AP10. Caches
AP3. Ceramic scatter	AP11. Hearths/pits
AP4. Bedrock milling feature	AP12. Quarry
AP5. Petroglyphs	AP13. Trails/linear earthworks
AP6. Pictographs	AP14. Rock shelter/cave
AP7. Architectural feature	AP15. Habitation debris
AP8. Cairns/rock features	AP16. Other

Historic Resource Attribute Definitions

HP1. Unknown: No reasonable guess can be made about the historic use or function of the resource.

HP2. Single Family Property: A building constructed to house one family.

HP3. Multiple Family Property: Any building providing longer than temporary lodging for more than one person or household, e.g., duplexes, apartment buildings, dormitories, bunkhouses, etc.

HP4. Ancillary Building: Barns, outhouses, detached garages, carriage houses, sheds, etc.

HP5. Hotel/Motel: Any building or group of buildings providing temporary lodging for travelers.

HP6. Commercial Building, 3 stories and under: Any type of building dealing with management, retail sales, or marketed services, e.g., stores, banks, gas stations, office buildings, etc. Do not include basement in height count.

HP7. Commercial Building, over 3 stories: Do not include basement in height count.

HP8. Industrial Building: Any building where the manufacture or distribution of products occurs, e.g., canneries, mills, foundries, warehouses, etc.

HP9. Public Utility Building: Any building that houses services available to the public at large, e.g., firehouses, power houses, electrical substations, etc.

HP10. Theater: Any place where plays, variety shows, motion pictures, etc., are presented. Includes amphitheaters.

HP11. Engineering Structure: A structure not covered in any other category, e.g., docks, runways, water towers, etc.

HP12. Civic Auditorium: Publicly owned buildings for concerts, speeches, etc.

HP13. Community Center/Social Hall: Any building designed to hold meetings of social groups, e.g., fraternal halls, women's clubs, boy scout cabins, etc.

HP14. Government Buildings: Any building designed to house government administration or transactions, e.g., post offices, city halls, county courthouses, etc.

HP15. Educational Building: Any building with an educational purpose, e.g., schools, libraries, museums, etc.

HP16. Religious Building: Any building holding religious ceremonies or connected the operations of religious organizations, e.g., churches, seminaries, parsonages, etc.

HP17. Railroad Depot: Stations and other buildings connected to the operation of railroads and streetcars, e.g., sheds, roundhouses, etc.

HP18. Train: Engines, streetcars, and rolling stock.

HP19. Bridge: Any overpass for automobiles, trains, pedestrians, etc.

HP20. Canal/Aqueduct: Any artificial waterway for transportation or irrigation. Includes large pipes, conduits, drainage ditches, and bridge-like structures for carrying water.

HP21. Dam: Any barrier constructed to hold back water.

HP22. Lake/River/Reservoir: Any inland body of water, natural stream of water, or place where water is collected and stored.

HP23. Ship: Any vessel able to navigate inland or ocean waters.

HP24. Lighthouse: Any building or structure from which ships are guided by sight or sound.

HP25. Amusement Park: An outdoor place with various amusement buildings, structures, or devices. Includes zoological parks.

HP26. Monument/Mural/Gravestone: 1) Any object with a commemorative or artistic purpose, e.g., statue, obelisk, sculpture, etc.; 2) Any painting, photograph, etc. on a wall or ceiling.

HP27. Folk Art: Any object that expresses the artistic capacities of a people without being the product of formal training.

HP28. Street Furniture: Any object that is permanently placed near a street, e.g., fire hydrants, streetlights, benches, curbstones, hitching posts, etc.

HP29. Landscape Architecture: Any place in which trees, bushes, lawns, fountains, walls, etc. have been arranged for aesthetic effect.

HP30. Trees/Vegetation: Any plant, whether planted or growing naturally, not part of a landscape plan.

HP31. Urban Open Space: Any area that has experienced little building or other development within in a city limits, e.g., parks, grounds, or large open lots.

HP32. Rural Open Space: Any area that has experienced little building or other development outside city limits.

HP33. Farm/Ranch: Any place where crops or animals are raised.

HP34. Military Property: Any property owned by one of the US armed services, including the National Guard.

HP35. New Deal Public Works Project: Any property built under one of the public works programs of the New Deal. Includes properties aided by funds or personnel from the Works Progress Administration (WPA) and successors, Public Works Administration (PWA), Civilian Conservation Corps (CCC), etc.

HP36. Ethnic Minority Property: Any property closely associated with events, individuals, groups, or social patterns important in the history of an ethnic group. Includes properties designed by important ethnic group members. Add further information by including the name of the ethnic group involved. The Office has abbreviations for five groups, so put these two letters in front of the name: AA African Americans, CH Chinese, JA Japanese, LA Latino, NA Native Americans. The Office will adopt other abbreviations as properties associated with other ethnic groups are identified.

HP37. Highways/Trail: Any roadway, from freeway to footpath.

HP38. Women's Property: Any property closely associated with events, individuals, groups, or social patterns important in the history of women. Includes work of women designers, as well as buildings such as YWCAs and women's clubs.

HP39. Other: If no other code applies, enter HP39.

HP40. Cemetery: Burial ground with monuments (except archeological sites).

HP41. Hospital: Any facility for treatment of the sick.

HP42. Stadium/Sports Arena: Any structure or building that provides a place in which sporting events are viewed.

HP43. Mine: Any structure or building connected with mining, e.g., mine shafts, head frames, stamp mills, shops, etc.

HP44. Adobe Building/Structure.

HP45. Unreinforced Masonry Building.

HP46. Walls/Gates/Fences.

Historic Archeological Site Attribute Definitions

AH1. Unknown: No characteristics listed on the site record.

AH2. Foundations: Structural footings or lineal alignments made from wood, brick, or rock to support a structure, e.g., slabs of concrete, leveled earth pads, pilings, walls, stairs, etc.

AH3. Landscaping: Evidence of modification through contouring of the land or planting vegetation, e.g., hedgerow, orchards, terraces, and ponds.

AH4. Privy Pits/Trash Scatters/Dumps: Any refuse deposits, outhouse pits, or other accumulation of debris, e.g., trash pits, trash scatters, outhouse pits, and dumps.

AH5. Well/Cistern: A hole or receptacle designed to hold or provide access to water which may or may not be lined.

AH6. Water Conveyance System: Any device constructed to transport water over a distance, e.g., flumes, pipes, ditches, canals, and tunnels.

AH7. Road/Trail/Railroad Bed: A lineal construction, either depressed, elevated, or on ground level, designed to facilitate the transportation of people or vehicles, e.g., bridge, railroad grade, tunnel, trail, wagon road, etc.

AH8. Dam: A barrier constructed to contain a body of water.

AH9. Mine: An excavation and associated structures built into the earth to extract natural resources (ore, precious metals, or raw lithic materials). This category includes quarries. Examples include shafts, elevators, mining tunnels, quarry, glory holes, tailings.

AH10. Machinery: A mechanical device, e.g., mills, farm equipment, steam donkeys, windmills, etc.

AH11. Wall/Fence: Any wall or fence including post holes or posts placed at regular intervals, retaining walls, post-cairns, walls, fences, jetties, and breakwaters.

AH12. Grave/Cemetery: Any single or multiple burial location.

AH13. Wharf: A structure or remains of a structure built at the shore of a harbor or river for the docking of ships or boats, pier, dock.

AH14. Ships/Barges: Floating vessels designed for transporting people or goods across water.

AH15. Standing Structure: Any historic building that is still standing, e.g., outhouse, shed, house, cabin, office building, barn, etc.

AH16. Other: Check if there is no other category in which the site description could be placed.

Prehistoric Archeological Site Attribute Definitions

AP1. Unknown: No characteristics listed on the site record.

AP2. Lithic Scatter: A major characteristic of the site is a scatter of chipped or flaked stone resulting from human manipulation, e.g., obsidian flakes and few or no other artifacts.

AP3. Ceramic Scatter: A major characteristic of the site is a scatter of pot sherds. If the site contains both lithics and ceramics, check both.

AP4. BRM/Milling Feature: Site contains one or more bedrock mortars, milling surfaces, or cupules which indicate material processing activity.

AP5. Petroglyphs: Site contains a stone surface which has been scored by humans in a patterned manner for a purpose other than material processing. This category includes intaglios.

AP6. Pictographs: Site includes any design painted on a rock surface.

AP7. Architectural Feature: Site contains any feature which indicates the presence of human construction activity, e.g., post holes, house pits, dance house, sweat lodge, hunting blinds, fish traps, etc.

AP8. Stone Feature: Site contains a patterned arrangement of rocks purposefully constructed or modified, e.g., rock alignments, cairns, rock rings of unknown function, etc.

AP9. Burial: The site contains human bone.

AP10. Cache: The site contains a natural or constructed feature used for storing food or goods.

AP11. Hearths/Pits: Site contains any feature which indicates cooking activity, such as roasting pits, association of cracked or burnt rock, discolored soil, ash, and carbonized wood or plants.

AP12. Quarry: Site contains a source of lithic material with evidence of human usage.

AP13. Lineal Feature: Site contains natural or constructed features indicating human use, such as trails, earth works, windrows or stone fences.

AP14. Rock Shelter/Cave: A concavity within a rock surface evidencing human use.

AP15. Habitation Debris: Site contains a deposit characterized by a wide range of artifacts, materials, or features which represent a variety of human activities.

AP16. Other: Check here if there is no other category in which the site description can be placed.

V. Sources of Additional Information

Advisory Council on Historic Preservation. *Treatment of Archaeological Properties: A Handbook*. Washington, D.C., 1980.

Blumenson, John J. G. *Identifying American Architecture*. Nashville: American Association for State and Local History, 1981.

City of Oakland. *Rehab Right*. Oakland: City of Oakland Planning Department, 1978.

Gebhard, David, Eric Sandeweiss, and Robert Winter. *The Guide to Architecture in San Francisco and Northern California*. Layton: Gibbs M. Smith, Inc./Peregrine Smith Books, 1985.

Gebhard, David, and Robert Winter. *A Guide to Architecture in Los Angeles and Southern California*. Santa Barbara and Salt Lake: City Peregrine Smith, Inc., 1977.

McAlester, Virginia, and Lee McAlester. *A Field Guide to American Houses*. New York: Alfred A. Knopf, 1984.

National Park Service. *Archaeology and Historic Preservation: Secretary of the Interior's Standards and Guidelines*. Washington, D.C., 1983.

_____. *National Register Bulletin 16A: How to Complete the National Register Form*. Washington, D.C., 1991.

_____. *National Register Bulletin 38: Guidelines for Evaluating and Documenting Traditional Cultural Properties*. Washington, D.C., 1990.

Office of Historic Preservation. *California Archeological Inventory Handbook for Completing an Archeological Site Record, DPR 422 A-I*. Sacramento, 1989.

_____. *California Historic Resources Inventory Survey Workbook*. Sacramento, 1986.

_____. *Evaluation of the Survey and Inventory Program Area, National Historic Preservation Program*. Sacramento, 1991.

_____. *Five Views: An Ethnic Sites Survey for California*. Sacramento, 1988

_____. *Instructions for Completing the Historic Resources Inventory Form*. Sacramento, 1989.

_____. *Preservation Planning Bulletin 4(a): Archeological Resource Management Reports (ARMR) Recommended Contents and Format*. Sacramento, 1989.

_____. *Preservation Planning Bulletin 5: Guidelines for Archaeological Research Designs*. Sacramento, 1991.

Whiffen, Marcus. *American Architecture Since 1780: A Guide to the Styles*. Cambridge: M.I.T. Press, 1969.