Instructions
for the
Architectural Resource Assessment Form

Cover photos (Clockwise from upper left): Gas station in Las Vegas at Fremont & 8th Streets (NVSHPO 2017); Amphitheater and schoolhouse at Victorian Square in Sparks (NVSHPO 2016); Settelmeyer Ranch grain silos (NVSHPO 2016); Property in Paradise Palms neighborhood, Paradise Township, Clark County (Nevada Preservation Foundation, 2016); Hunter S. Banks Barn west of Elko (NVSHPO 2017); Auto garage in Carlin (NVSHPO 2016).

Using These Instructions

The Nevada State Historic Preservation Office (NVSHPO) is tasked with supporting and maintaining guidance for local surveys under Section 302303(b)(1) of the National Historic Preservation Act (NHPA). To support survey of above-ground, historic resources in Nevada, the NVSHPO has maintained an architectural inventory form since its establishment in 1977. Beginning as the Historic Resources Information Form (HRIF), and remodeled as the Architectural Resource Assessment Form (or ARA), in the 2000s, survey forms provide a standardized format for documenting Nevada's built environment. They can be used for any local survey, and may be required for documenting resources that are affected by federal undertakings. Pursuant to NRS 383.021(b), completed ARA forms are typically entered into the state's cultural resource database, NVCRIS (Nevada Cultural Resource Information System).

The following instructions were developed in 2017 to support an updated version of the ARA Form released the same year. The new forms and instructions were developed in partnership between the Nevada SHPO, the Nevada Department of Transportation, and a private sector consultant.

The Office wishes to thank all parties who participated in the development of this document.

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Instructions for Completing the ARA Form

General Form Guidance

The ARA Form is intended to be used for various architectural surveys in the State of Nevada. In its full form, the ARA allows for the comprehensive evaluation of an above-ground resource for its eligibility for the National Register of Historic Places. This includes individual eligibility and whether the resource can contribute to a larger historic district. The first page of the form can also be used for capturing data for reconnaissance-level surveys, if short forms are called for in the project scope of work. If submitting one page ARA Forms for any reason, at minimum, a Location Map is still required in order for the individual resource to be included in NVCRIS.

Technical Instructions

- File Formats – The Nevada SHPO has provided both Word (.doc) and PDF (fillable) versions of the form. Each has different functionality based on the nuances of both softwares
  - Using the Word (.doc) Version – For ARA/District RA Form users who have access to Microsoft Word, this may be the easier form to use. All fields are fillable and expandable, and photos & maps can be easily inserted as images (.JPEG, .TIFF, .GIF, .PNG, etc.) into the appropriate fields using the copy-paste tool ("copy" = Ctrl+C; "paste" = Ctrl+V). Since all fields are expandable, there should be no need for continuation sheets when using the Word (.doc) version of the forms.
    - Checking Boxes – If using the MS Word form, to check a box, double-click on the box to fill in that response (i.e., if selecting "Yes" for a Yes/No question, double click on the box next to "Yes" and under "Default Value," enter "Checked."
  - Using the PDF Version – For users who prefer using Adobe Reader, or do not have access to Microsoft Office products, the PDF version is also available, but will require the use of continuation sheets. All forms are either fillable or are simple checkboxes.
    - Update Adobe Reader – To use the full functionality of the PDF version of the ARA form, your Adobe Reader will need to be updated to the latest version (version 10 or later).
    - Inserting Images – In Adobe Reader, all maps and images will need to be PDF. Convert any images (JPEG, GIF, PNG, or TIFF) to PDF before attempting to upload images to the PDF version of the Form.
    - Continuation Sheets – The PDF version is fillable but not expandable, so continuation sheets are necessary if information will not fit on the ARA Form. If needed for additional text, use the fillable Continuation Sheet. Save images or maps as PDFs and insert them as additional pages in Adobe Reader/Acrobat.

General Dos and Don'ts of the Nevada SHPO's ARA Form

Do
- Ask questions. The NVCRIS coordinator, architectural historian, or National Register historian (depending on your project), are available to answer questions about this form, how to address unique situations, etc. It is better in the long-term to ask the question and get the necessary information recorded properly the first time than to submit poorly-filled out forms that will likely delay approval and may need re-recordation in the future.
- Be complete. Leaving fields blank, or providing short or vague justifications of eligibility will generally lengthen the review times as the SHPO may have to ask for more information, and may require the rejection of the forms until more information is provided.
- Remember to evaluate whether a larger historic district may be present, and if the individual resources you are recording might contribute to that district.
- Use National Register guidance as an aid. The purpose of an ARA form is to evaluate non-archaeological resources for their eligibility for the National Register. While this manual and its instructions should provide most needed information, the various National Register Bulletins and White Papers can also be directly informative (https://www.nps.gov/nr/publications/index.htm).
- *If using the fillable PDF form*, update your Adobe Reader/Acrobat to the latest version.
- Attach a Location Map to reconnaissance-level forms using the 1st page of the ARA.

Don't
- Put multiple resources on the same ARA form. Each resource should be given its own ARA form, regardless of if there are multiple resources on the same property parcel. The only exceptions to this are Accessory Resources (small sheds, a garage, etc.). Accessory Resources can be included as such in the appropriate section of the ARA form for the main resource with which they are associated. However, a complex of buildings, such as a barn, creamery, and ranch house, should be recorded separately on individual forms (and should likely be evaluated as a small historic district as well).
- Make up terms on your own. The SHPO has developed a working draft *Nevada Architectural Lexicon* based on established National Park Service terminology to assist individuals in filling out most of the qualitative fields on the ARA Form. This lexicon may be used as a companion to the well-known industry standard architectural style guide publications listed in the "American Architecture" and "Residential Architecture" sections of the *Nevada Companion Bibliography*. These resources make for easier data entry and maximizes the quality of the NVCRIS database as a whole. If the existing terms do not appear appropriate, consult with SHPO staff about a new term before using it on an ARA Form.

Form Metadata

- *SHPO Resource #* - It is required that all ARA Forms have the SHPO Resource # filled in. For more information on how to request a Resource number from the SHPO, visit the SHPO website (http://shpo.nv.gov/services/nvcris) or contact the NVCRIS Coordinator.
    - The architectural resource number system is based on property types:
        - B = building
        - S = structure
        - O = object
        - C = non-archaeological site
        - D = district
    - Resource numbers should be requested from the NVCRIS Coordinator prior to submitting the final ARA forms to SHPO.
    - Please refer to the Site and Resource Assignment Guide, available on the SHPO website, or contact the NVCRIS Coordinator.
    - Resource numbers belong to specific resources, not properties. If a resource has been demolished and a new resource put in its place, the resource number belongs to the demolished resource. Record the property appropriately as directed below for demolished resources.
- *Other Resource #* - It is strongly recommended that survey projects also assign an "Other" Resource number for the purposes of project management. "Other" resource numbers may be project specific field numbers or previously assigned numbers such as agency numbers or trinomials. The "Other" Resource number is invaluable for cross-referencing.
- *Survey Date* – Include the date on which the property was visited and documented in the field.
- *Recorded By* – Include the names of all researchers who assisted in the completion of the form.
- *Agency Report #* - Include the report number assigned by the lead agency/organization for which the report is being completed. Enter "N/A" if the agency/organization did not assign a report number.

Section 1 – Property Type

Check the box corresponding with the property type of the resource in question. Complete guidance on how to select the appropriate property type can be found in National Register Bulletin 16a, *How to Complete the National Register Registration Form*. The guidance below is based on Bulletin 16a as well as other guidance from the National Park Service regarding the National Register of Historic Places.

National Register Property and Resource Types (districts explained in next section)		
Property Type	Definition	Examples
Building	A building, such as a house, barn, church, hotel, or similar construction, is created principally to shelter any form of human activity. "Building" may also be used to refer to a historically and	houses, barns, stables, sheds, garages, courthouses, city halls, social halls, commercial buildings, libraries,

		factories, mills, train depots, stationary mobile homes, hotels, theaters, schools, stores, and churches.
Structure	The term "structure" is used to distinguish from buildings those functional constructions made usually for purposes other than creating human shelter.	bridges, tunnels, gold dredges, firetowers, canals, turbines, dams, power plants, corncribs, silos, roadways, shot towers, windmills, grain elevators, kilns, mounds, cairns, palisade fortifications, earthworks, railroad grades, systems of roadways and paths, boats and ships, railroad locomotives and cars, telescopes, carousels, bandstands, gazebos, and aircraft.
Object	The term "object" is used to distinguish from buildings and structures those constructions that are primarily artistic in nature or are relatively small in scale and simply constructed. Although it may be, by nature or design, movable, an object is associated with a specific setting or environment.	sculpture, monuments, boundary markers, statuary, and fountains.
Landscape (non-archaeological site)	The separation between landscapes and other types of sites has been made by the Nevada SHPO for data management purposes. Archaeological sites should be recorded on an IMACS form so that they can be included in the Archaeological Resources layer of NVCRIS.	Non-archaeological sites, such as small parks, designed landscapes, pastures, and historic trails. Larger landscapes such as large parks, or historic ranches, should be recorded as historic districts (see next section).

Section 2 – Property Overview and Location

This section is used to document the location information of the resource through several different methods in order to ensure that the resource is located accurately in NVCRIS, and is easily found by future researchers. *Please fill out all fields completely*.

- *Street Address* – Include the street address, including numeral, street directional (North, South, East, West), and street name, of the resource being recorded.
- *City, Zip* – Enter the city/town and zip code for the resource being recorded. For town/city, please use the name of the nearest community identified on a USGS quadrangle map. Do NOT use the nearest post office, or the nearest incorporated community. If in doubt, check municipal boundaries or County maps to confirm whether a resource is within or outside of a particular municipal boundary. For further guidance, consult [NRHP guidance](#) regarding locations.
- *County* – Enter the county name in which the resource is found.
- *Assessor's Parcel #* - Enter the parcel number from the County Assessor for the property parcel on which the resource is located. Resources may not have a parcel number, especially in rural areas or for resources on public land. In the event that the County Assessor has not assigned a parcel number, enter "N/A."
- *Subdivision Name* – Enter the name of the subdivision in which the resource sits. This will be most applicable to urban architectural resources in neighborhoods or commercial areas.
- *UTM Location* – Indicate the geographic coordinates of the resource, using NAD (North American Datum) 83, UTMs in Zone 11 North. This information is critical for ensuring the resource is located effectively in NVCRIS and can be located by future researchers.
- *USGS Info* – Enter the various information related to where the resource exists on current U.S. Geological Survey quadrangle maps
  - *Township* – Enter the township assigned under the Public Land Survey System (PLSS)
  - *Range* – Enter the range assigned under the PLSS.
  - *Section* – Enter the section assigned under the PLSS.
  - *USGS 7.5' Quad & Date* – Enter the name of the USGS quadrangle map on which the resource appears, as well as the date of the version used (try to use the most recent version of the appropriate quadrangle map).
- *Ownership* – Check the box for the appropriate ownership type for current ownership. Use County Assessor/Recorder records or a title search to determine.
  - *Private* –All property owned by private citizens, businesses, or organizations.
  - *Public-Local* – Owned directly by a local (county or city) government entity.
  - *Public-State* – Owned directly by a state government entity.
  - *Public-Federal* – Owned directly by a federal government entity.
  - *Multiple* – A combination of public and private owners. Do not count easements or other management overlays.
- *Should the property's location be kept confidential?* – Sometimes it is best if the location of a resource is kept confidential from the public, either due to possible damage or vandalism by the public, or for privacy concerns (NHPA §304 [54 U.S.C. 307103]). A general "rule of thumb" is that if a property does not have an APN, there's a strong chance that it should be kept confidential. Confidential architectural resources display in NVCRIS under the Rural Architecture layer (only available to SOI-qualified archaeologists).

- *Yes* – Check this box if the location of this architectural resource should remain privileged information <u>for the protection of the resource</u> under §304 of the National Historic Preservation Act. Resources with this box checked will be included in NVCRIS in the Rural Architectural Resources layer. If unsure, please consult with SHPO before marking a box.
- *No* – There is no reason to restrict access to this resource's information. This will be the appropriate box in most cases.

Section 3 – Architectural Information

Regarding the "General Dos and Don'ts of the Nevada SHPO's ARA Form" noted above, please *do not use terms that do not appear in **either** the working draft Nevada Architectural Lexicon or industry standard architectural style guide publications (see the Nevada Companion Bibliography for helpful resources in the American Architecture and Residential Architecture sections) without consulting the SHPO staff*.

- *Construction Date* – Enter the date the resource was first constructed. Use primary sources, building permits, or other reliable sources to determine the date of construction. County Assessor's records can suffice, but are notoriously inaccurate and should be confirmed/clarified with historical research where possible.
- *Architectural style* – Enter the most appropriate style to classify the property. If the property represents a fusion of more than one style, enter "Multiple." If the property has no style, enter "No Style." Do not enter the term "Vernacular" – as noted above, vernacular architecture is a field of study, not an architectural style.
- *Architectural type* – Enter the most appropriate type to classify the property. This field should not be left blank, especially if no style could be identified. It is appropriate to enter both style and type. For example, a Craftsman Bungalow should have "Craftsman" entered under *Style* and "Bungalow" entered under *Type*.
- *Roof Form* – Indicate the roof form for the property. This may aid in supporting a classification of the resource. Consult available style guides to identify roof form.
- *Roof Materials* – Enter the roof material for the property.
- *Exterior Wall Materials* – Enter the exterior wall material for the property.
- *Foundation Materials* - Enter the foundation material for the property.
- *Window Type* - Enter the window type for the property.
- *Accessory Resources* - Indicate whether there are accessory resources present that are auxiliary to the main resource, such as a garage or small shed.
    - *Number?* – indicate the number of Accessory Resources for the recorded property
    - Examples: For a house, that has a garage and a backyard shed, these should be recorded as Accessory Resources, with the number counted as 2. For a ranch complex with a ranch house, barn, loafing shed, and creamery, these resources should be evaluated on separate ARA forms.
- *Condition of Resource(s)* – Check the appropriate box describing the physical condition of the resources. Note that "condition" is not the same as "historic integrity." "Historic integrity" should be evaluated in Sections 5 and 6 and relates to a property's ability to convey its significance. "Condition" refers to the physical condition of the resource such as damage or deterioration. Use the following guidelines to determine condition:
    - *Good* – No serious maintenance issues or threats are present.
    - *Fair* – Some major maintenance issues are present, but the resource appears structurally sound.
    - *Poor* – Major maintenance issues are apparent and structural integrity is in doubt. When recording demolished resources, check this box.

- *Explanation* – Describe or list the key maintenance issues affecting the condition chosen. When recording demolished resources, enter "demolished," and if known, include the date of demolition.

Photo Box – A box is provided to insert a primary photograph for the resource. Generally, this photograph should show the façade, or primary elevation of the resource being recorded. Additional photographs can be attached on later pages. If using the fillable PDF version of the form, click on the button for the image, navigate to your image on the computer, and upload the appropriate file. *All images must be converted to PDF files in order to be successfully uploaded to the fillable PDF ARA form.*

Section 4 – Existing Listing & Potential District
This section evaluates whether the resource is already listed in the National Register, and whether or not it may contribute to a district. Contributing status in an existing or potential district has been included here so that page 1 of the ARA form may be used in district-oriented reconnaissance-level surveys.

- *Is the property listed in the National Register?* – Indicate whether the resource has been listed individually in the National Register of Historic Places. If so, provide the date listed, and the National Register Information System reference number for the listing. The NRIS number should be available in NVCRIS, and is available as a list on the SHPO website, here.
- *Contributing to a listed historic district?* – Indicate whether the resource is contributing to an historic district that has already been listed in the National Register of Historic Places. If so, provide the date listed, and the National Register Information System reference number for the district.

Fill in the next set of boxes in Section 4 only if the resource *has not* been listed previously in the National Register:

- *If no, is there a potential district?* – Indicate whether a potential historic district exists in the area surrounding the resource. For the purposes of the Nevada SHPO ARA Form, a potential district is a district that has not been listed in the National Register but may be eligible. Generally, if the "Yes" box is checked under this question, a District Resource Assessment Form should also be filled out that inventories and evaluates the potential district for its National Register eligibility.
- *If so, is the potential district eligible for the NRHP?* – Indicate whether the potential district in which this resource sits would be eligible for the National Register of Historic Places.
- *If so, is this resource contributing?* – Indicate whether this resource would contribute to that potential district.
- *District Name* – If a potential district is present, provide the name of the district as identified on the ARA District Form.
- *SHPO District #* - Provide the Nevada SHPO District number assigned to the district.

As noted on the ARA Form, for the purposes of project review (compliance review under federal or state statutes, historic preservation tax incentives, etc.), a resource that is individually eligible, or contributing to a National Register-eligible district, is considered eligible for the National Register. For this reason, the SHPO generally discourages marking an individual resource as Contributing or Non-contributing to a potential historic district without also evaluating the full historic district on a District RA Form.

Section 5 – NRHP Evaluation

This section provides data regarding the evaluation of the individual resource for the National Register of Historic Places. As an architectural form, this section, and especially the portion determining whether the resource is eligible for the National Register, should be completed by an individual who meets the *Secretary of the Interior's Professional Qualification Standards* for Architectural History. For guidance, use this manual in concert with available guidance from the National Park Service on the National Register of Historic Places. If a resource is already listed in the National Register, this section should not be filled out aside from special circumstances determined by the SHPO.

- *Eligible Under* – Indicate the Criteria under which the resource is eligible for the National Register. If the resource is not eligible, check "Not Eligible." If documentation on the ARA form is not sufficient to provide an evaluation, check "Unevaluated." Note: Every effort should be made to evaluate a resource at the time of documentation. Leaving resources unevaluated creates long-term research and federal compliance challenges.
- *Areas of Significance* – Use the Lexicon from National Register Bulletin 16a to provide the area(s) of significance for an eligible resource.
- *Period of Significance* – Indicate the period during which the resource was significant to the area of significance indicated above.
- *Integrity* – Indicate under which of the seven aspects the resource retains integrity. Note: A resource does not need integrity in all seven aspects to be eligible. Whether or not a resource has integrity depends heavily on the particular significance of the resource. NRHP guidance from the National Park Service (Bulletins 15 and 16a) can provide additional guidance on the relationship between significance and integrity.
- *General Integrity* – check the appropriate box for the resource's overall integrity
  - *Intact* – no significant changes have been made since the period of significance.
  - *Altered* – significant changes have been made since the period of significance. Note: Do not check this box if significant changes are present, but occurred during the resource's period of significance. If recording a demolished resource, check this box and enter the date of demolition, if known.
  - *Moved* – indicate whether the resource has been moved.
  - *Date(s)* – provide the date(s) of major alterations or when the resource was moved.

- o *For demolished resources, do not check any boxes for the seven aspects of integrity.*
- *Threats to Resource* – Describe or list any threats to the resource, such as impending development, deferred maintenance, or erosion.
- *Historic Name* – provide the name of the resource during its period of significance, if one was used historically. If no historic name is apparent, enter "Unknown."
- *Current/Common Name* – provide the current name for the resource, or any other common names that may help identify the resource.
- *Historic/Original Owner* – indicate either the original owner, or the most significant historic owner for the resource.
- *Current Owner* – Provide the name of the current owner (use County Assessor records to determine).
- *Current Owner Address* – enter the current mailing address of the current owner (use County Assessor records to determine).
- *Historic Building Use* – Use the Nevada Architectural Lexicon to enter the historic use of the property.
- *Current Building Use* - Use the Nevada Architectural Lexicon to enter the historic use of the property.

- *Architect/Engineer/Designer* – If known, provide the name(s) of the person(s) responsible for the design, layout, or concept for the resource.

- *Builder/Contractor* – If known, provide the name(s) of the person(s) responsible for building the resource.

Section 6 – Narrative Eligibility Justification

In this section, provide as much information as necessary to explain the resource's eligibility (or lack of eligibility) for the National Register, including supporting historic information, methods for evaluation under the four criteria, discussion of the seven aspects of integrity, and conclusions about eligibility. The resource must be evaluated within its appropriate context, and that context, at least in brief, should be included in this section (for more on contexts, see "Historic Contexts" in the Introduction to the Survey Manual). Use as much space as needed – the form is designed to flow downwards as more information is entered.

It is important to avoid simply "certifying" whether or not a property is eligible; the documentation provided in the narrative justification must clearly demonstrate a case for eligibility or lack of eligibility, and cite the evidence used to come to that determination. Evaluations must be made under all four Criteria, and should consider whether a resource might meet the Criteria Considerations as well. It is strongly advised that researchers consult National Register Bulletin 15, *How to Apply the National Register Criteria for Evaluation* when completing this section.

Also, this section is not considered complete until individual resources have also been evaluated as to whether a larger historic district is present and if this resource is

contributing or non-contributing to that district. The information provided in Section 4, above, should be reinforced in this section with information and analysis.

Section 7 – Narrative Architectural Description

In this section, provide a detailed description of the resource, focusing on the character-defining features of the resource that help it convey its significance, as established in Section 6. The narrative description should include all character-defining features, potential construction methods, potential alterations (both historic and non-historic), and any accessory resources. The landscape should also be described as the surrounding environment often played a role in the historic period, and can affect integrity of setting, feeling, and association.

In general, the Nevada SHPO suggests that descriptions start by describing major features like overall form and materials, then move to an elevation-by-elevation description, and conclude with a description of accessory resources and important landscape features. Architectural guides can be extremely helpful in describing the character-defining features of a resource. See the attached bibliography for suggested architectural guides.

Section 8 – References

In evaluating resources for the National Register of Historic Places, it is imperative that reliable research is used to make determinations. Generally, both primary and secondary sources should be consulted. Primary sources may include County Assessor Records, historic newspaper collections, historic photographs, archival collections, etc. Secondary sources may include historic contexts, Multiple Property Documentation Forms, other survey reports, historic monographs, journal articles, etc.

The Nevada SHPO does not require the use of any specific citation style, but does suggest Chicago Manual of Style. Whatever style used should be used consistently.

Section 9 – Area Location Map

Historic resources cannot be included in NVCRIS without accurate location information, including maps that demonstrate where a resource is located in its geographic context. The Area Location Map should use the U.S. Geological Survey Map series to demonstrate the general location of the resource. If completing a reconnaissance-level survey that is completing forms, and using the first page of the ARA only, an Area Location Map is still required to be attached to each form to include the resource in NVCRIS.

Because of the refinement of Geographic Information Systems (GIS) software, several options are available for submitting an Area Location Map. However, the extent of the included map should be large, showing the larger geographic context of the resource. The following options are available:

- *Preferred:* Provide a GIS-generated map that uses a 7.5'-minute USGS topographical (not aerial imagery) map as a basemap. While a 7.5' is standard,

the actual scale and extent of the map can vary, although the scale should be no larger than 1:24,000. However, a scale bar and north arrow MUST be included in the map; OR

- Provide a scaled photo-copy of a paper USGS quadrangle map with the location of the resource marked. *It is imperative that the printed map's scale is retained in this process. Do NOT change the scale of the photo copy.*

If using the fillable PDF version of the form, click on the button for the image, navigate to your image on the computer, and upload the appropriate file. *All images must be converted to PDF files in order to be successfully uploaded to the fillable PDF ARA form.*

Making a Good Location Map

A good Area Location Map provides the overall context in which the evaluated resource sits. It should contain the following features:

- The marked location of resource being evaluated
- An extent that is not so broad that it is hard to see the specific location of the resource, but not so small as to not have any identifying features, landmarks, or streets identified on the visible area of the USGS map.
- A title identifying what the map is displaying
- A north arrow
- A scale bar
- Identified datum and projection
- Date the Area Location Map was produced
- Author of the map (agency/contractor name is acceptable)
- A map legend

Some examples of good Area Location Maps are shown on the following pages.

This map shows a broad extent, clearly identifying the subject resource, and a broad (but not too broad) area to provide locational context.

Barnes Radio Service - Area Location Map
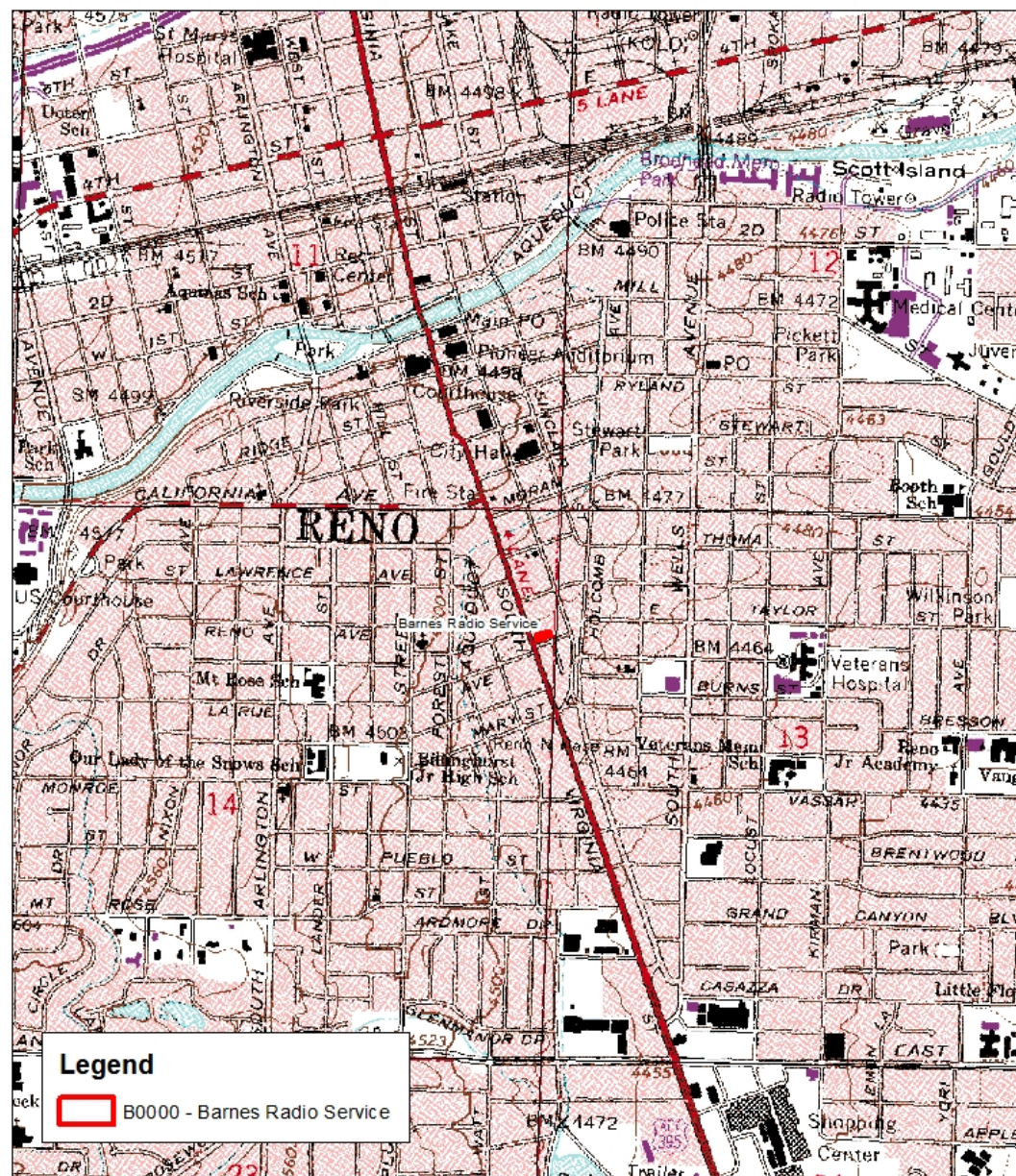
Author: NVSHPO (Bertolini)
Date: 11-2-2017
Datum: NAD 83
Projection: UTM Zone 11 North

Legend
B0000 - Barnes Radio Service

Same resource at a closer, acceptable scale:

Barnes Radio Service - Area Location Map

Legend

☐ B0000 - Barnes Radio Service
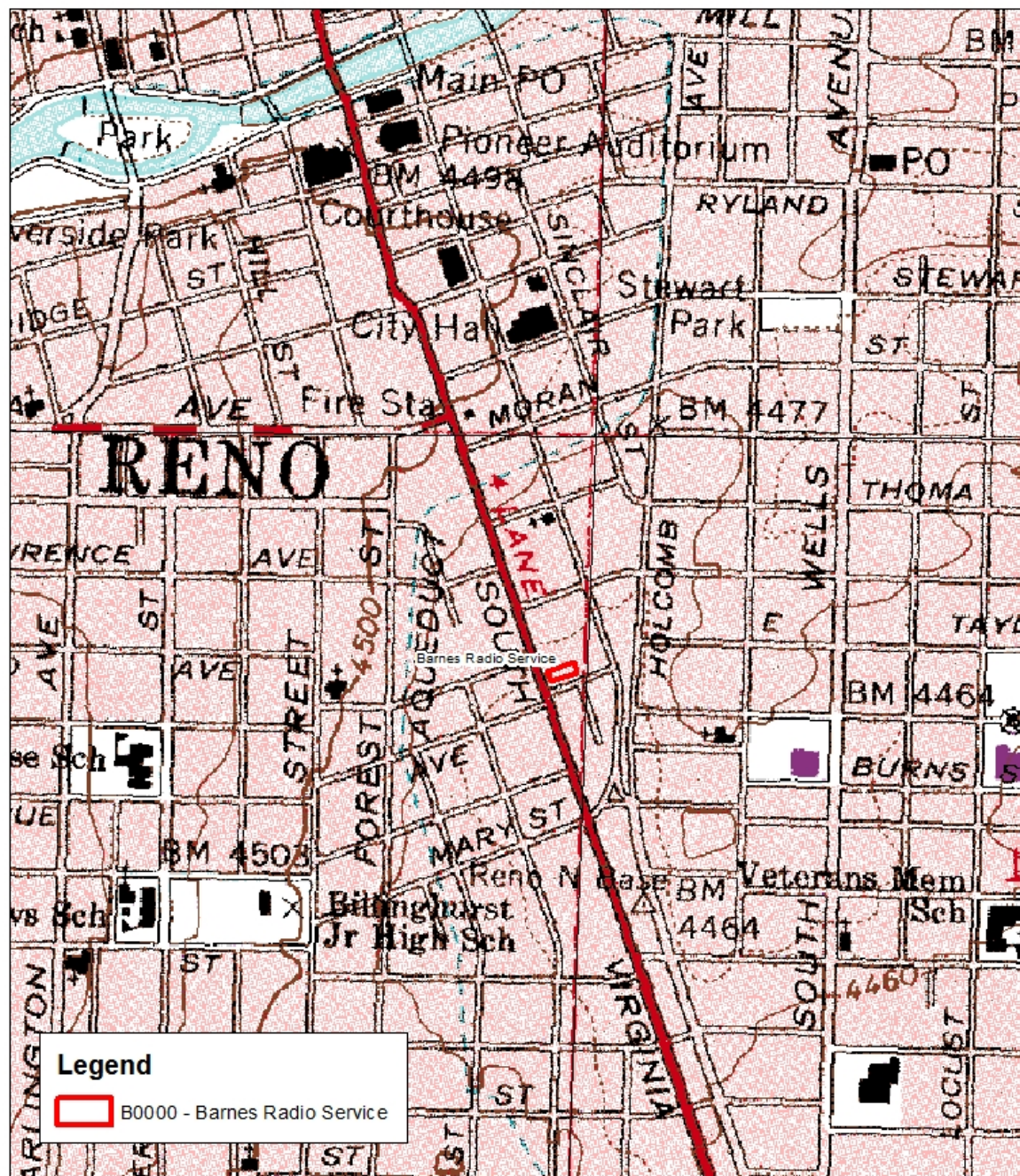
Author: NVSHPO (Bertolini)
Date: 11-2-2017
Datum: NAD 83
Projection: UTM Zone 11 North

0   0.125   0.25   0.5
                            Kilometers

N

Same resource at smallest extent. Note that there are still identified landmarks and cross streets. While the Truckee River no longer appears on the map, which could provide an important landmark for a reader, there's still sufficient landmarks and the presence of street names to provide sufficient context.

Barnes Radio Service - Area Location Map

Legend

B0000 - Barnes Radio Service

Author: NVSHPO (Bertolini)
Date: 11-2-2017
Datum: NAD 83
Projection: UTM Zone 11 North

0   0.1   0.2   0.4
Kilometers

N

BAD Examples of Maps – Don't do this for Area Location Maps:

Although this map provides a great deal of context, and might do in a pinch, there's no need for the extent to be out this far. Please do not include the entire USGS quadrangle. Also, note the lack of a legend on this map.

Barnes Radio Service - Area Location Map

This map's extent is much too close, and provides almost no context or ability to actually tell where the resource is on the surface of the earth, or on its respective USGS quadrangle map. It might be acceptable as a supplemental map, but without many additional landmarks, mapped features, or other elements, it doesn't add much to the documentation. Also note the lack of a legend.

Barnes Radio Service - Area Location Map

Author: NVSHPO (Bertolini)
Date: 11-2-2017
Datum: NAD 83
Projection: UTM Zone 11 North
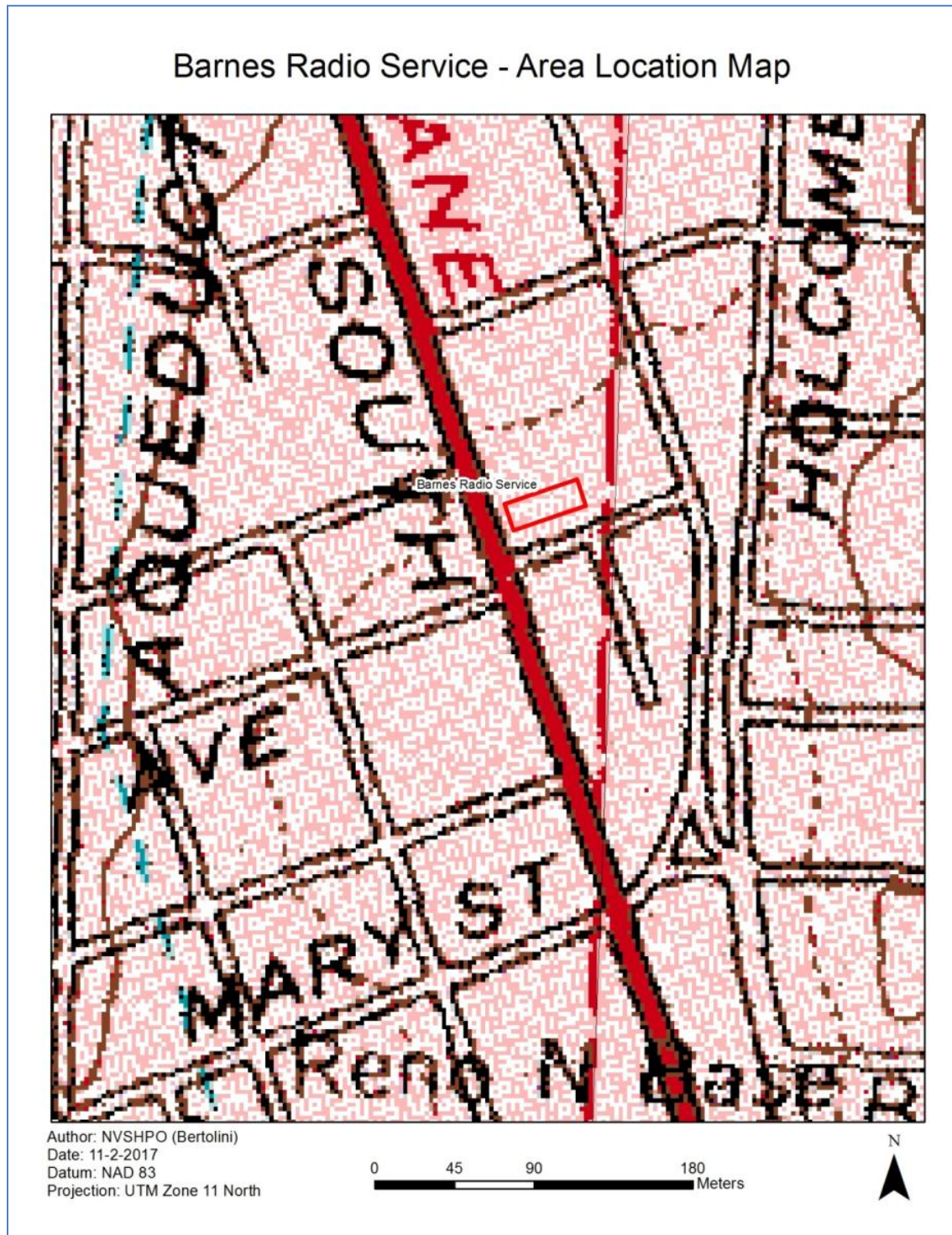
Section 10 – Site Plan Map
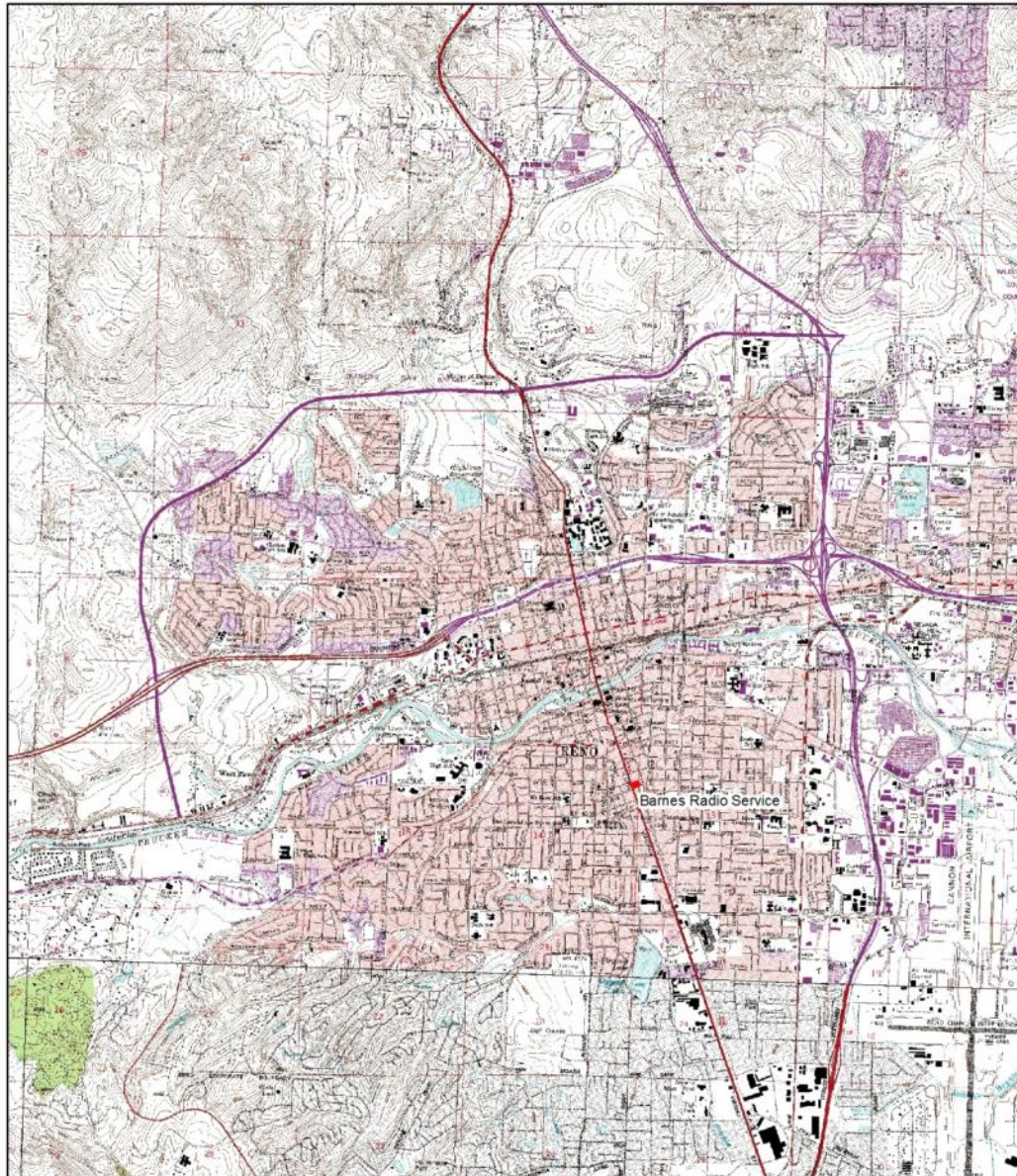
Site Plan maps zoom in to the site of the resource and provide in-depth information about the resource and its spatial relationship to accessory resources, associated landscapes, or neighboring resources. These maps can be scale field sketches, or sketches generated in software such as ArcGIS, Google Earth, AutoCAD, or Google SketchUp. All significant resources should be clearly marked and labeled, and a scale bar and north arrow must be included. Aerial photographs are not required to be used as base maps, but can be helpful, depending on the resource in question.

If using the fillable PDF version of the form, click on the button for the image, navigate to your image on the computer, and upload the appropriate file. *All images must be converted to PDF files in order to be successfully uploaded to the fillable PDF ARA form.*

Sample Site Plan Map:
On this map, the subject property is clearly identified, it has a scale bar, north arrow, and labels identifying features – everything needed to orient the reader. Furthermore, it provides an aerial view of the immediate context surrounding the subject resource, but not so much context that the immediate site surrounding the resource is not visible.

Site Map - Barnes Radio Service

Legend

2017 Midtown Survey - Surveyed Properties

Author: NVSHPO (Bertolini)
Date: 11-2-2017
Datum: NAD 83
Projection: UTM Zone 11 North

0 10 20 40 Meters

N

Section 11 – Photographs

Provide as many additional photographs as necessary to provide an accurate perspective of the resource being documented, such as side and rear elevations, significant interior spaces (if accessed), etc. Be sure to include more photographs than just the one included on the cover sheet of the form. Also, be sure to copy the image used on the cover page into the photo set in Section 11. If possible, all elevations of a subject resource should be photographed and included on the site form.

If using the Word version of the survey form, this section can be expanded as necessary using the copy/paste tools. If using the PDF version of the form, _you must use the most up-to-date version of Adobe Acrobat and convert your images to PDF to insert photos directly into the form._ If more than two photographs need to be included, extra photos can be attached to the end of the form using Adobe Acrobat or other software.

Photo examples:

Full street image showing the façade of the Harrison's Guest House in Las Vegas, which would serve as a good primary photo for a survey form (NVSHPO 2014).

Larger streetscape image of Harrison's Guest House, showing site of the subject property from F and Adams Streets, looking northwest. This is a good supplemental photo showing the secondary (south) elevations.

Commercial building in Ely on Aultman Street, showing the primary elevations and immediate surroundings (NVSHPO, 2017).

Section 12 – Accessory Resources

If Accessory Resources are present, fill out an entry for each resource. Basic information including the type, name, and location of the resource, as well as a representative photograph, should be included for each. If using the Word version of the survey form, this section can be expanded as necessary using the copy/paste tools. If using the PDF version of the form, *you must use the most up-to-date version of Adobe Acrobat and convert your images to PDF to insert photos directly into the form.* If more than two Accessory Resources need to be included, extra entries can be attached to the end of the form using Adobe Acrobat Pro or other software.

Instructions for Completing the Historic District Resource Assessment Form

General Form Guidance

The Historic District Resource Assessment (RA) Form is intended to allow for documentation and evaluation of groups of resources that meet the definition of an historic district, specifically for its eligibility for the National Register of Historic Places. This includes neighborhoods, commercial areas, complex linear networks, ranch complexes, archaeological districts, abandoned mining towns, large rock art complexes, etc. Because of the nature of historic districts in Nevada, there is a strong possibility that historic districts may include both archaeological and architectural resources. While the forms for each, IMACS for archaeology and ARA for architectural, should be used, both can be referenced on a District RA regardless of whether resources are archaeological, architectural, or a mixture of both.

Technical Instructions

- File Formats – The Nevada SHPO has provided both Word (.doc) and PDF (fillable) versions of the form. Each has different functionality based on the nuances of both softwares
  - Using the Word (.doc) Version – For ARA/District RA Form users who have access to Microsoft Word, this may be the easier form to use. All fields are fillable and expandable, and photos & maps can be easily inserted as images (.JPEG, .TIFF, .GIF, .PNG, etc.) into the appropriate fields using the copy-paste tool ("copy" = Ctrl+C; "paste" = Ctrl+V). Since all fields are expandable, there should be no need for continuation sheets when using the Word (.doc) version of the forms.
    - Checking Boxes – If using the MS Word form, to check a box, double-click on the box to fill in that response (i.e., if selecting "Yes" for a Yes/No question, double click on the box next to "Yes" and under "Default Value," enter "Checked."
  - Using the PDF Version – For users who prefer using Adobe Reader, or do not have access to Microsoft Office products, the PDF version is also available, but will require the use of continuation sheets. All forms are either fillable or are simple checkboxes.
    - Update Adobe Reader – To use the full functionality of the PDF version of the ARA form, your Adobe Reader will need to be updated to the latest version (version 10 or later).
    - Inserting Images – In Adobe Reader, all maps and images will need to be PDF. Convert any images (JPEG, GIF, PNG, or TIFF) to PDF before attempting to upload images to the PDF version of the Form.
    - Continuation Sheets – The PDF version is fillable but not expandable, so continuation sheets are necessary if information will not fit on the ARA Form. If needed for additional text, use the fillable Continuation Sheet. Save images or maps as PDFs and insert them as additional pages in Adobe Reader/Acrobat.

General Dos and Don'ts of the Nevada SHPO's District RA Form

Do
- Ask questions. The NVCRIS coordinator, architectural historian, or National Register historian (depending on your project), are available to answer questions about this form, how to address unique situations, etc. It is better in the long-term to ask the question and get the necessary information recorded properly the first time than to submit poorly-filled out forms that will likely delay approval and may need re-recorded in the future anyway.
- Be complete. Leaving fields blank, or providing short or vague justifications of eligibility will generally lengthen the review times as the reviewing specialist has to ask for more information.
- Use National Register guidance as an aid. The purpose of an RA form is to evaluate a grouping of resources for their eligibility for the National Register as an historic district. While this manual and its instructions should provide most needed information, the various National Register Bulletins and White Papers can also be directly informative.
- *If using the fillable PDF form*, update your Adobe Reader/Acrobat to the latest version.

Don't
- Make up terms on your own. The SHPO has developed a working draft *Nevada Architectural Lexicon* based on established National Park Service terminology to assist individuals in filling out most of the qualitative fields on the ARA Form. This lexicon may be used as a companion to the well known industry standard architectural style guide publications listed in the "American Architecture" and "Residential Architecture" sections of the *Nevada Companion Bibliography*. These resources make for easier data entry and maximizes the quality of the NVCRIS database as a whole. If the existing terms do not appear appropriate, consult with SHPO staff about a new term before using it on an ARA Form.
- Forget to provide a full list of resources in the district, and outline whether they are contributing or non-contributing. A table for this is provided on page 2 of the District RA Form.

Form Metadata
- *SHPO District #* - It is required that all District RA Forms have the SHPO District # filled in. For more information on how to request a Resource # from the SHPO, visit the SHPO website (http://shpo.nv.gov/services/nvcris) or contact the NVCRIS Coordinator.
- *Survey Date* – Include the date on which the property was visited and documented in the field.
- *Recorded By* – Include the names of all researchers who assisted in the completion of the form.
- *Agency Report #* - Include the report number assigned by the lead agency/organization for which the report is being completed. Enter "N/A" if the agency/organization did not assign a report number.

Section 1 – District Overview & Information

This section provides the overall information regarding the evaluated historic district, including its name, geographic location, and ownership.

- *District Historic Name* – Provide the name of the historic district during its period of significance.
- *Current/Common Name* – Provide the current or common name used to refer to the district.
- *City, Zip Code(s)* – Provide the city or town name, and the zip codes in which the district is found.
- *County* – Name the county (or counties) in which the historic district is found.
- *Subdivisions* – Name the subdivision(s) in which the historic district is found. For a series of subdivisions, such as a post-war housing development with multiple tracts, simply providing the series (i.e., Williams Addition 1 through 5) is acceptable.
- *UTMs* – provide the geographic coordinates that correspond to the vertices (corners) of the historic district boundary. All coordinates should be captured/generated using NAD 83 (North American Datum 1983) and using Universal Transverse Mercator (UTM) coordinates in meters. Enter as many coordinates as needed to accurately outline the boundary of the district.
- *USGS Info* – provide information relating to the U.S. Geological Survey geographic information relating to the district, including its location under the Public Land Survey System established in 1785.
  - *Township* – Provide the Township number(s) where the historic district is present.
  - *Range* – Provide the Range(s) in which the district is present.
  - *Section* – Provide the Section(s) in which the district is present.
  - *USGS 7.5' Map & Date* – Provide the USGS Quadrangle name, and the date of the map version used to locate the historic district.
- *Total Acres in the District* – provide the total acreage that is included in the historic district boundary.
- *Ownership* – Check the box for the appropriate ownership type for current ownership. Use County Assessor/Recorder records or a title search to determine.
  - *Private* –All property owned by private citizens, businesses, or organizations.
  - *Public-Local* – Owned directly by a local (county or city) government entity.
  - *Public-State* – Owned directly by a state government entity.
  - *Public-Federal* – Owned directly by a federal government entity.
  - *Multiple* – A combination of public and private owners. Do not count easements or other management overlays. Count fee simple ownership only.
- *Should the district's location be kept confidential?* - Sometimes it is best if the location of a resource is kept confidential from the public, either due to possible

damage or vandalism by the public, or for privacy concerns (NHPA §304 [54 U.S.C. 307103]). A general "rule of thumb" is that if a property does not have an APN, there's a strong chance that it should be kept confidential. Confidential architectural resources display in NVCRIS under the Rural Architecture layer (only available to SOI-qualified archaeologists).

- o *Yes* – Check this box if the location of this district should remain privileged information <u>for the protection of the resource</u> under §304 of the National Historic Preservation Act. Resources with this box checked will be included in NVCRIS in the Rural Architectural Resources layer. If unsure, please consult with SHPO before marking a box.
- o *No* – There is no reason to restrict access to this resource's information. This will be the appropriate box in most cases.

Section 2 – National Register Eligibility

This section provides the overview information on whether the historic district being documented is eligible for the National Register of Historic Places.

- *Is the district listed in the National Register?*
  - o *Yes/No* – indicate whether the district being documented has already been listed in the National Register of Historic Places. If yes, included the date the district was listed, and the National Register Information System number assigned to the listing. The NRIS number should be available in NVCRIS, and is available as a list on the SHPO website, [here](#).

If the district is not already listed, than continue and fill out the rest of Section 2.

- *Eligible Under* – Indicate under which Criteria the district is eligible for the National Register, or if it is Unevaluated or Not Eligible.
- *Area(s) of Significance* – Indicate under which Areas of Significance the district is eligible.
- *Period(s) of Significance* – Indicate the period(s) during which the district was significant under the area(s) outlined in the preceding box. <u>Note: Be sure to indicate when the district was *significant.* Simply evolving over time does not indicate significance. A period of significance need not be contiguous – split periods of significance (i.e., 1867-1882 and 1905-1928) are perfectly acceptable. Carefully reference the narrative justification when developing the period.</u>
- *Total Resources* – indicate how many resources, in total, are in the district.
  - o *Contributing* – indicate how many of the total resources numbered on the left contribute to the significance of the district.
  - o *Non-contributing* - indicate how many of the total resources numbered on the far left do not contribute to the significance of the district.
- *General Integrity* – check the appropriate box for the resource's overall integrity. This should address the level of historic integrity (i.e., ability of the district to convey its significance) for the full collection of resources within the district boundary.

- o *Intact* – no significant changes have been made since the period of significance.
- o *Altered* – significant changes have been made since the period of significance. <u>Note: Do not check this box if significant changes are present, but occurred during the district's period of significance.</u>
- o *Moved* – indicate whether resources within the district have been moved.
- o *Date(s)* – provide the date(s) of major alterations or when resources in the district were moved.
- *Integrity (continued)* – Indicate under which of the seven aspects the district retains integrity. <u>Note: A district does not need integrity in all seven aspects to be eligible. Whether or not a district has integrity depends heavily on the particular significance of the resource. NRHP guidance from the National Park Service (Bulletins 15 and 16a) can provide additional guidance on the relationship between significance and integrity.</u>
- *Condition of District* – Check the appropriate box describing the physical condition of the resources. Use the following guidelines to determine:
  - o *Good* – No serious maintenance issues or threats are present.
  - o *Fair* – Some major maintenance issues are present, but most resources in the district appear structurally sound.
  - o *Poor* – Major maintenance issues are apparent and structural integrity of district resources is in doubt.
- *Explanation* – Describe or list the key maintenance issues affecting the condition chosen.
- *Threats to Resource* – Describe or list any threats to the resource, such as impending development, deferred maintenance, or erosion.

Section 3 – District Inventory
Every District RA Form should include an exhaustive inventory of resources within the district boundary, with certain critical information. Fill out this table in detail, following the instructions below for each category:

- *SHPO Resource # and/or Trinomial* – Enter the SHPO Resource Number (B-series for Buildings, S-series for Structures, O-series for Objects, C-series for non-archaeological sites [landscapes], and Smithsonian Trinomials for archaeological sites) for the resources in the district. Resource numbers are assigned by the NVCRIS coordinator. When making a number assignment request, please be sure to include the first page of the Resource ARA or IMACS, and GIS shapefiles with polygons for all requested resources (preferred).,If GIS is not available, a clear site map outlining locations of resources in the district is acceptable. Not every resource in the evaluated district must have a SHPO Resource #.

  The determination of whether resources in a district receive an individual resource number is at the discretion of the NVCRIS Coordinator. In cases where the resources within the surveyed district will not be evaluated individually (such

as a post-war residential area where individually-eligible resources are unlikely), the surveyor may substitute field numbers for a SHPO Resource Number or Trinomial. The NVCRIS Coordinator generally will not assign Resource Numbers unless the individual resources in the district have been fully evaluated for the National Register.

- *Name* – Enter the historic name associated with the specific resource. If no historic name is apparent, using a current or common name, or a naming convention assigned by the researcher, is fine, provided the naming convention is consistent.
- *Address* – Enter the street address (numeral and street name) for the resource. For resources in a district that share an address, simply repeat the address as needed.
- *Year Built* – using available primary and secondary evidence, provide a date, actual or estimated, for when a resource was first developed/constructed. If the date is estimated, please indicate so with a "circa" symbol (i.e., c.1890).
- *Contributing*? – Enter "Yes" or "Y" for resources that are contributing, and "No" or "N" for resources that are Non-Contributing.

Section 4 – Narrative Eligibility Justification

In this section, provide as much information as necessary to explain the district's eligibility (or lack of eligibility) for the National Register, including supporting historic information, methods for evaluation under the four criteria, discussion of the seven aspects of integrity, and conclusions about eligibility. The district must be evaluated in its appropriate context, and that context, at least in brief, should be included in this section (for more on contexts, see "Historic Contexts" in the Introduction to the Survey Manual). Use as much space as needed – the form is designed to flow downwards as more information is entered.

It is important to avoid simply "certifying" whether or not a district is eligible; the documentation provided in the narrative justification must clearly demonstrate a case for eligibility or lack of eligibility, and cite the evidence used to come to that determination. Evaluations must be made under all four Criteria, and should consider whether a district might meet the Criteria Considerations as well. It is strongly advised that researchers consult National Register Bulletin 15, *How to Apply the National Register Criteria for Evaluation* when completing this section.

Section 5 – Written Description

In this section, provide a detailed description of the district, focusing on the character-defining features of the overall district that help it convey its significance, as established in Section 4. The narrative description should include all character-defining features of the contributing resources, including potential construction methods, potential alterations (both historic and non-historic), and any significant landscape features, such as topography, street layout, etc. that may be important in conveying the historical significance of the district.

In general, the Nevada SHPO suggests that descriptions start by describing major features like overall site plan, topography, and design, and then move into descriptions of the various contributing properties and their key, defining characteristics. In cases where districts include multiple examples of similar kinds of resources (i.e., a post-World War II housing development), grouping descriptions by the different types of resources (i.e., Minimal Traditional type homes, Ranch-type homes, Contemporary-style homes, etc., or variations of each) is perfectly acceptable – a description of each resource in these cases is not required. Architectural guides can be extremely helpful in describing the character-defining resources of a district, whether urban, rural, or archaeological. In most cases, there is standardized terminology among architects and architectural historians for certain features. That common terminology should be used on SHPO forms, and these guides help reinforce that common language regarding the built environment. See the bibliography to the Survey Manual for suggestions, as well as the NPS National Register guidance at www.nps.gov/nr.

Section 6 – References
In evaluating districts for the National Register of Historic Places, it is imperative that reliable research is used to make determinations. Generally, both primary and secondary sources should be consulted. Primary sources may include County Assessor Records, historic newspaper collections, historic photographs, archival collections, etc. Secondary sources may include historic contexts, Multiple Property Documentation Forms, other survey reports, historic monographs, journal articles, etc.

The Nevada SHPO does not require the use of any specific citation style, but does recommend Chicago/Turabian's. Whatever style used should be used consistently.

Section 7 – District Location Map
Historic districts cannot be included in NVCRIS without accurate location and boundary information, including maps that demonstrate where a district is located in its geographic context. The District Location Map should use the U.S. Geological Survey Topographic Map series to demonstrate the general location of the district.

Because of the refinement of Geographic Information Systems (GIS) software, several options are available for submitting an Area Location Map. However, the extent of the included map should be large, showing the larger geographic context of the resource. The following options are available:

- Provide a GIS-generated map that uses the USGS topographical map as a basemap. The basemap used should be 7.5', but the actual extent of the map can vary. However, a scale bar and north arrow MUST be included in the map; OR
- Provide the full USGS quadrangle map with the location of the resource marked.

If using the fillable PDF version of the form, click on the button for the image, navigate to your image on the computer, and upload the appropriate file. *All images must be converted to PDF files in order to be successfully uploaded to the fillable PDF ARA*
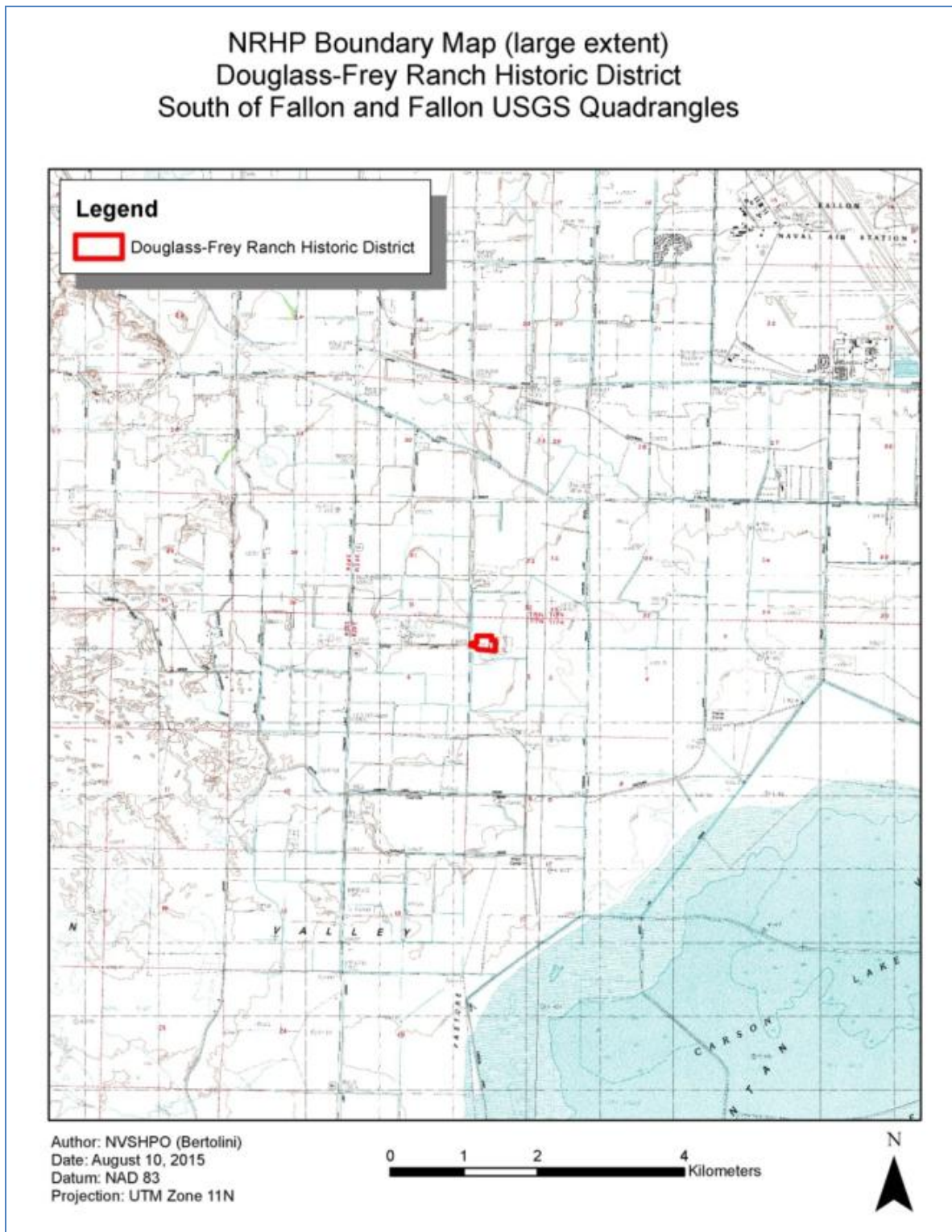
form.

Making a Good Location Map

A good Area Location Map for an historic district provides the overall context in which the evaluated district sits. It should contain the following features:

- The marked boundaries of the district being evaluated
- An extent that is not so broad that it is hard to see the specific location of the district, but not so small as to not have any identifying features, landmarks, or streets identified on the visible area of the USGS map.
- A title identifying what the map shows
- A north arrow
- A scale bar
- Identified datum and projection
- Date the Area Location Map was produced
- Author of the map (agency name is acceptable)

Below is an example of a good district location map, this one for the Douglass-Frey Ranch in Churchill County, listed in the National Register of Historic Places in 2016:

This map shows a broad extent, clearly identifying the subject resource, and a broad area to provide locational context. Since the resource is in a relatively flat area, it helps to have a larger extent so that identifying features, like Naval Air Station-Fallon and Carson Lake, appear on the map.

NRHP Boundary Map (large extent)
Douglass-Frey Ranch Historic District
South of Fallon and Fallon USGS Quadrangles

Legend
Douglass-Frey Ranch Historic District

Author: NVSHPO (Bertolini)
Date: August 10, 2015
Datum: NAD 83
Projection: UTM Zone 11N

0   1   2   4   Kilometers

N

BAD Example of a map – Don't do this:

This map has almost no context in which to locate the historic district boundary in its broader geographic context. Without that context, either additional information, or additional maps are needed to explain where the subject district is located.

Legend
☐ Douglass-Frey Ranch Historic District

Author: NVSHPO (Bertolini)
Date: July 15, 2015
Datum: NAD 83
Projection: UTM Zone 11N

0   35   70   140
Meters

N
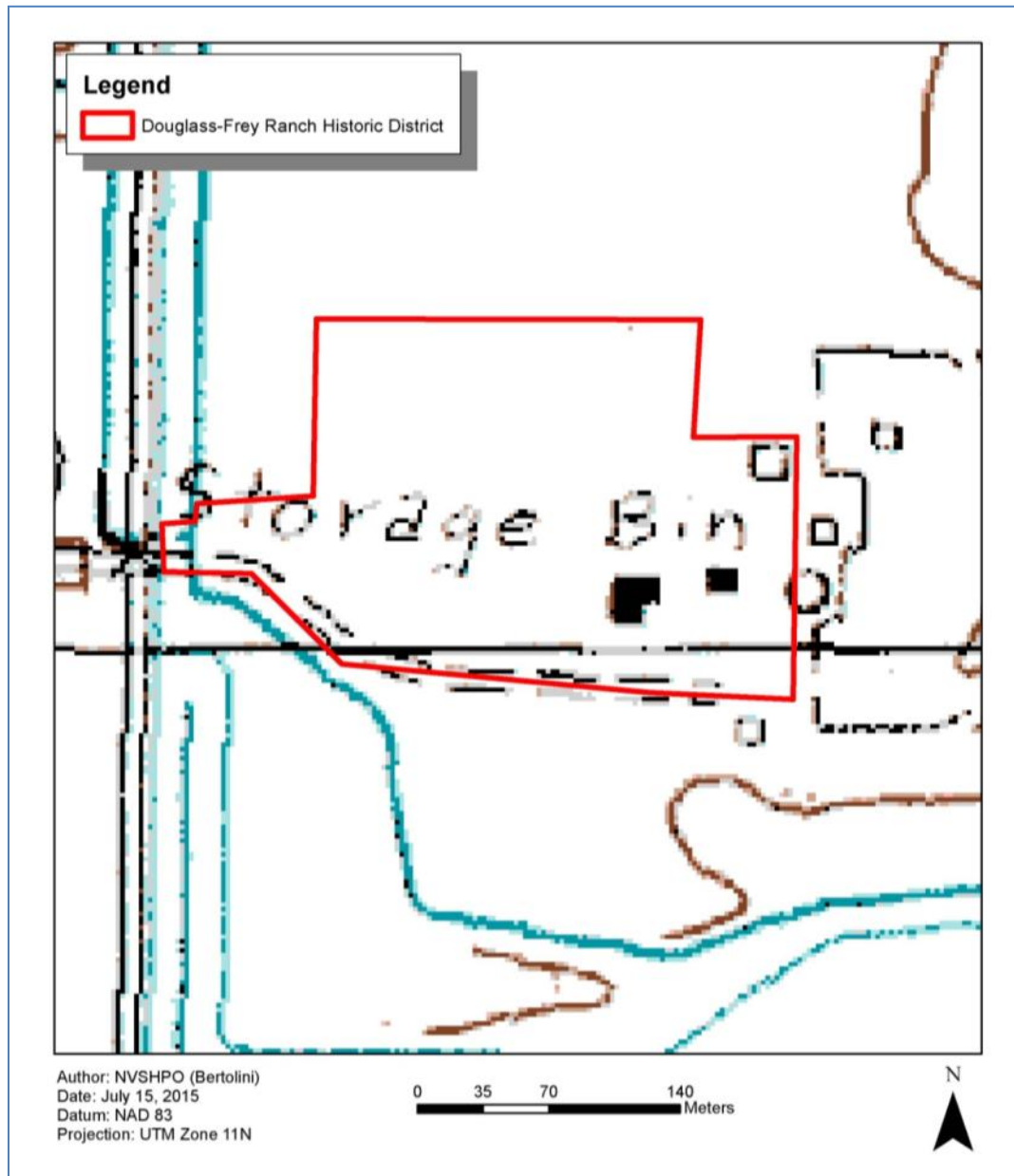
Section 8 – Site Plan Map

Site Plan maps for historic districts zoom in to the boundaries of the district and provide in-depth information about the layout and spatial relationship among resources, associated landscapes, or neighboring areas. Use multiple maps if necessary. These maps can be scale field sketches, or sketches generated in software such as ArcGIS, Google Earth, AutoCAD, or Google SketchUp. All significant resources should be clearly marked and labeled and should distinguish contributing or non-contributing status. They should also include a scale bar and north arrow. Aerial photographs are not required to be used as base maps, but can be helpful, depending on the district in question.

If using the fillable PDF version of the form, click on the button for the image, navigate to your image on the computer, and upload the appropriate file. *All images must be converted to PDF files in order to be successfully uploaded to the fillable PDF ARA form.*

See the following pages for some samples of Site Plan Maps

<u>Sample Site Plan Map:</u>
On this map, the subject district is clearly identified, the map has a scale bar, north arrow, and labels identifying important features in the district, while providing an aerial view of the immediate context surrounding the subject resource.

NRHP Boundary Map
Douglass-Frey Ranch

Legend

Rsrce_Type

- Building
- Site
- Structure
- Douglass-Frey Ranch Historic District

Author: NVSHPO (Bertolini)
Date: August 10, 2015
Datum: NAD 83
Projection: UTM Zone 11N

0   87.5   175   350
Meters

N

Although not ideal, this aerial map still identifies the important resources, and provides a good overview of the geographical relationship between those resources. An aerial image or more description of the landscape would be better, but this map can function appropriately as a site plan map.
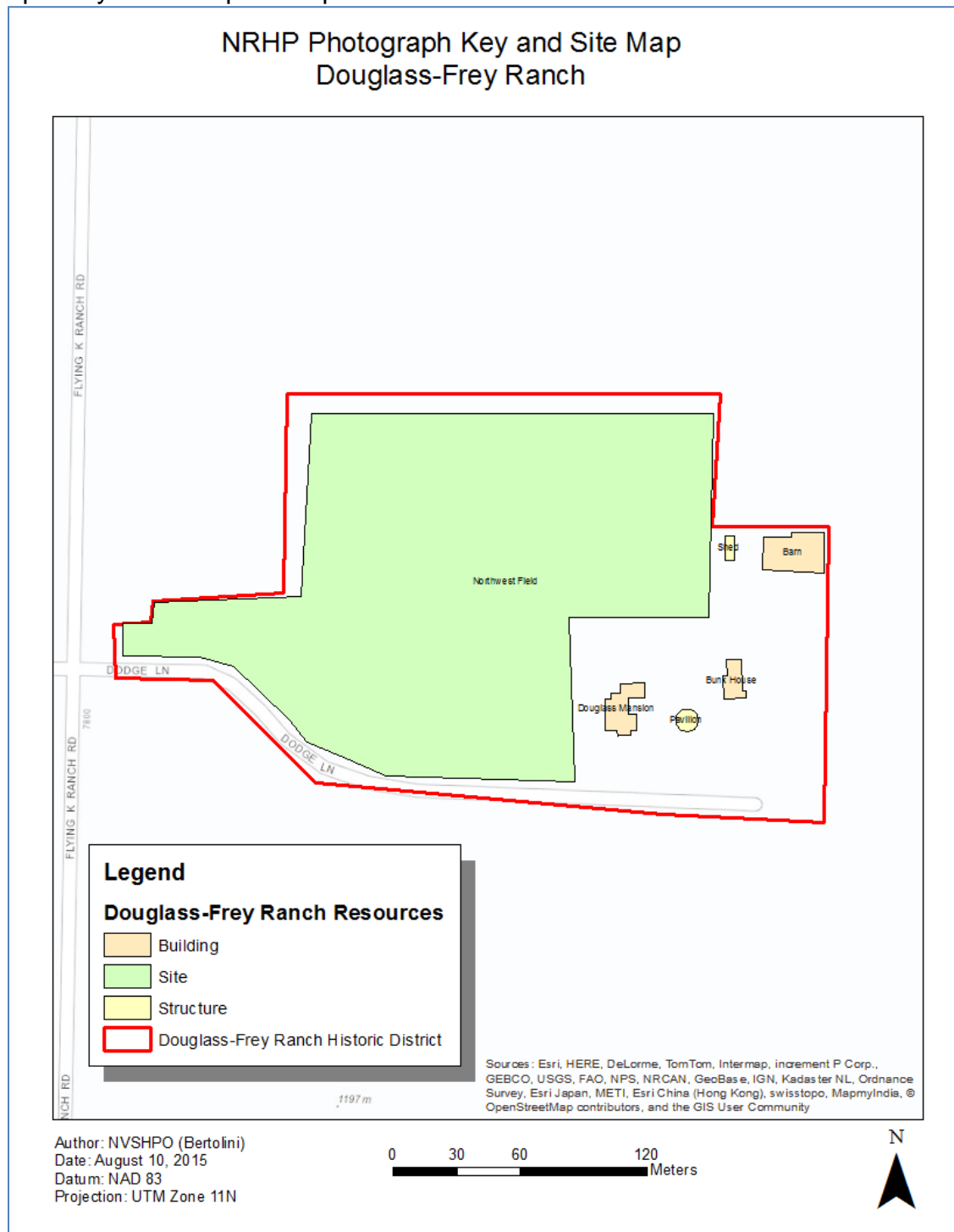
Bad Example (Don't Do This):

This map clearly marks the boundary and, with an aerial basemap, provides some detail about the makeup of the district. However, without any contributing/non-contributing resources identified, it becomes difficult to reference this map against the list of resources included elsewhere on the District RA Form.

NRHP Boundary Map
Douglass-Frey Ranch

Legend
Douglass-Frey Ranch Historic District

Author: NVSHPO (Bertolini)
Date: August 10, 2015
Datum: NAD 83
Projection: UTM Zone 11N

0   30   60   120 Meters

N

Section 11 – Photographs

Provide as many additional photographs as necessary to provide an accurate perspective of the district being documented, such as characteristic resources, significant landscapes, critical spatial relationships, streetscape photos, etc. Especially for historic districts, including a large number of photographs to adequately portray the site is common.

If using the Word version of the survey form, this section can be expanded as necessary using the copy/paste tools. If using the PDF version of the form, *you must use the most up-to-date version of Adobe Acrobat and convert your images to PDF to insert photos directly into the form.* If more than two photographs need to be included, extra photos can be attached to the end of the form using Adobe Acrobat or other software. If you have any problems using the PDF version of the form, contact SHPO staff.

District Photos – what to include:
- For small districts, at least one photo of every contributing and non-contributing resource.
- For large districts, photos of representative contributing and non-contributing resources.
- Streetscapes or other landscape images to show the overall context in which the resources sit.
- Larger landscape images that show multiple resources in relationship to one another.

For example (see next two pages):

A streetscape in a residential historic district. This sort of image is a good augmentation to a photo set of sample property types within the district (NRHP, Newlands Historic District, 2016).

Douglass-Frey Ranch, showing main house, non-historic gazebo, and layout of trees (NVSHPO, 2015).

Berlin Historic District, showing several miners cabins grouped together (NVSHPO 2017).

Appendix A. Glossary

Accessory Resource – A resource, such as an outhouse or shed, that is related, but subordinate to, the principal building. Accessory resources would not exist were it not for the principal resource, such as a house, hotel, maintenance garage, etc..

Acreage— The area inside of the project boundary calculated by drawing a line around the entire survey area and then counting the number of acres encompassed.

Advisory Council on Historic Preservation (ACHP)   http://www.achp.gov/—an independent U.S. federal agency create by the National Historic Preservation Act of 1966 that advises the president and Congress and assists other federal agencies in reviewing the effects of their actions and decisions on properties of historical, architectural, archaeological and cultural significance and defining a consultation process that all federal agencies must follow in order to be within compliance for Section 106.

ARA Form — Architectural Resource Assessment Form.

Architectural significance—The importance of a property based on physical aspects of its design, materials, form, style, or workmanship. Resources with significance in this area that retain integrity are determined eligible under National Register Criterion C.

Area of significance—the aspect of history a property represents that makes it eligible for listing in the National Register of Historic Places, such as agriculture, industry, architecture, or engineering. A property may meet the criteria under more than one area of significance.

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

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

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

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

Building—a resource, such as a house, barn, store, hotel, factory, or warehouse that is used for the purposes of human shelter.

Contributing resource—a building, site, structure, or object that adds to the historic significance of a property or district.

Criteria—standards set by the National Park Service by which it determines the

eligibility of a resource for the National Register of Historic Places. The Board of Museums and History have adopted similar standards to evaluate properties for listing in the State Register of Historic Places.

Criteria Considerations—additional eligibility standards set for certain kinds of properties, such as cemeteries, reconstructed or relocated buildings or structures, or properties less than 50 years old. These considerations deal with resource types that are categorically ineligible for the National Register, unless they meet specific requirements.   For further information please see 36 CFR 60.4.
http://www.nps.gov/nr/regulations.htm#604

Criteria for Evaluation—the four Criteria outlined in 36 CFR 60.4 under which a resource may be determined eligible for the National Register.

Cultural affiliation—archaeological or ethnographic culture to which a collection of sites, resources, or artifacts belong.

Cultural resource—structures, buildings, features (roads, ditches, bridges, etc), and historic and prehistoric archaeological sites.

Design— the combination of elements that create the form, plan, space, structure, and style of a property.

Determination of Eligibility—an action through which the eligibility of a property for National Register listing is confirmed without actual listing in the National Register.

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

Documentation Standards—requirements for describing, locating, and stating the significance of a property for listing in the National Register.

Eligibility— The ability of a property to meet National register Criteria. In most situations, a resource must be 50 years or older before eligibility is considered. It must also reflect some historic significance, and retain the key physical features relating to that historic significance. Exceptions may include, a resource achieving significance in less than 50 years.

Evaluation—process by which the significance and integrity of a historic property are judged and eligibility for the National Register is determined.

Event—an occasion, circumstance, or activity that occurred within a particular period of time, or continued over an extended period of time.

Feeling—the property's expression of the aesthetic or historic sense of a particular

period of time.

Function—purpose for which a building, site, structure, object, or district is used.

Historic—related to the known or recorded past.

Historic Context—a compilation of information about historic properties that share a common theme, geographic area, and/or time period. The development of this information serves as a foundation for decisions about planning, identification, evaluation, registration, and treatment of historic properties.

District—a significant concentration or continuity of sites, buildings, structures, and or objects united historically or aesthetically by plan or physical development.

Historic Function—use of a district, site, building, structure, or object at the time it attained historic significance.

Historic Property—any prehistoric or historic district, building, site, structure, or object listed in or eligible for listing in the National or State Registers of Historic Places.

Historic Significance—Importance for which a property has been evaluated and found to meet the National Register criteria.

Identification—process through which information about historic properties is gathered.

Important person—an individual who has made significant contributions in American history, architecture, archaeology, engineering, and/or culture.

Information Potential—ability of a property to provide important information about history or pre-history through composition and physical remains; importance recognized by criterion D.

Integrity—the ability of a property to convey its significance.   The National Register identifies seven aspects of Integrity: Location, Design, Setting, Materials, Workmanship, Feeling, and Association.

Level of significance—geographic magnitude or scope of a property's historical significance: national, state, or local.

Listing—the formal entry of a property in the National Register of Historic Places or the Nevada Register of Historic Places.

Local significance—importance of a property to the history of its community, such as a town, city, or county.

Location—the place where the historic property was constructed or the place where the

historic event occurred.

Materials—the substance of which something is composed or constructed; the physical elements that were combined or deposited during a particular period of time and in a particular pattern or configuration to form a historic property. See also Fabric.

National Historic Preservation Act of 1966, as amended (NHPA)—U.S. federal legislation establishing the Advisory Council on Historic Preservation and State Historic Preservation Offices, creating the National Register of Historic Places, and extending the National Historic Preservation Programs to properties of State significance and local significance.

National Register Historic District—a group of historically-related resources meeting the established criteria for eligibility and significant at the national, state, or local level. A public hearing is always held prior to the nomination of a historic district. A district may contain both contributing and noncontributing resources. Individual properties may be excluded within the boundaries of the historic district, but a majority of owners objecting to listing may prevent the listing of a district in the Register. Nevada has 25 National Register Historic Districts, such as Genoa, Austin, Eureka, and others.

National Register of Historic Places—the official federal list of districts, sites, buildings, structures, and objects significant in American history, architecture, archaeology, engineering, and culture. This federal program is administered by the National Park Service and coordinated in Nevada by the State Historic Preservation Office.

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

Non-contributing Resource—a building, site, structure, or object that does not add to the historic significance of a property or district.

Nevada Cultural Resources Information System (NVCRIS)—online map service, maintained by NVSHPO, containing recorded cultural resources, archaeological and architectural, for the entire state.

Not Eligible— a resource that has been recorded and formally evaluated by a federal agency and does not meet any of the criteria for listing in the National Register of Historic Places.

Object—a construction artistic in nature, or technologically significant, relatively small in scale, and simply constructed, such as a statue, train engine, or milepost.

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

Period of significance—the span of time during which a property attained the

significance that makes it eligible for the National Register of Historic Places or the State Register of Historic Places.

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

PLSS-- a surveying measurement method used by the Public Land Survey System (PLSS) as a way of subdividing public land into a survey township. Using a rectangular grid system derived from a base line that runs east-west and a Principal Meridian that runs north-south within each survey area, the PLSS creates a series of 6-square-mile townships. See also Township, Range and Section.

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

Prehistoric—related to the period before recorded history.

Principal Building—the main or most important building on a site, as opposed to an accessory building or outbuilding.

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

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

Registration—process by which a historic property is documented and nominated for listing in the National Register of Historic Places and/or the Nevada Register of Historic Places.
Resource—any building, structure, site, or object that is part of or constitutes a historic property.

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

Ruin(s)—the partial remain(s) of a building or structure that was once habitable or functional. In most cases, the National Register of Historic Places classifies building ruins as sites. Typically, ruins should be recorded as archaeology on an IMACS form, and assigned a trinomial/Smithsonian number.

Rural—pertaining to any resources found in an area outside of cities and towns.

Setting—the physical environment of a historic property.

Secretary of the Interior's Standards for the Treatment of Historic Properties—
http://www.nps.gov/hps/tps/standguide/

SHPO— State Historic Preservation Office

SHPO Resource Number— a unique identification number assigned by the SHPO's office to architectural resources within the state and includes Building numbers, Structure numbers, Object numbers, Complex numbers and District Numbers (note: District numbers are assigned to districts that contain architectural resources, archaeological sites, or both).

Significance—see area of significance, level of significance, period of significance.

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

Site—location of a significant event, a prehistoric or historic occupation or activity, or building or structure, whether standing, ruined, or vanished, where the location itself possesses significance independent of the value of any existing structure at that location.

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

Statement of significance—section of the nomination form that states and explains the reasons a property meets the criteria for listing in the National Register or the State Register.

Structure—a functional resource constructed for purposes other than to provide shelter, such as a bridge, windmill, or silo.

Survey—the collection of data relative to a study area; typically includes both field investigation and research of documents; may be sued to compile and inventory with types including historic district survey, sample survey and windshield survey. Generally used as a basis for evaluation, planning, and management.

Theme—a trend or pattern in history or prehistory relating to a particular aspect of cultural development, such as mining, ranching, or gaming.

Township, Range and Section (TRS)—a measuring system used by PLSS. Townships are normally divided into 36 1-square-mile sections that are assigned a sequential number value. These are identified by a township number and direction indicator (N or S) relative to the base line and range number and directional indicator (E or W) relative to the principal Meridian. A standard TRS for Nevada would follow this formula:
    T13N R18E S17

Traditional Cultural Property (TCP)—a property that is eligible for inclusion in the National Register because of its association with cultural practices or beliefs of a living

community that are rooted in that community's history and are important in maintaining the continuing cultural identity of the community.

Unevaluated-- a resource that has not been formally recorded and evaluated by a federal agency for listing in the National Register of Historic Places

Urban—areas characterized by higher population density and vast human features in comparison to areas surrounding it, typically considered cities or towns.

UTM reference—a set of coordinates (easting and northing) that indicates a unique location according to the Universal Transverse Mercator Grid appearing on maps of the United States Geological Survey.

Workmanship—the physical evidence of the crafts of a particular culture or people during any given period of history or prehistory.