

DEPARTMENT OF THE INTERIOR
National Park Service
NATIONAL REGISTER OF HISTORIC PLACES

Publication Guidelines for Level of Documentation to Accompany Requests for Determinations of Eligibility for Inclusion in National Register

AGENCY: National Park Service, Interior.

ACTION: Guidelines for Level of Documentation.

SUMMARY: These guidelines provide information on the level of documentation to accompany requests for determinations of eligibility for inclusion in the National Register of Historic Places.

EFFECTIVE: Immediately.

ADDRESS: For further information contact Dr. William J. Murtagh, Keeper of the National Register, Office of Archeology and Historic Preservation, National Park Service, Department of the Interior, Washington, D.C. 20240 (202-523-5065).

SUPPLEMENTARY INFORMATION: These guidelines are being published contemporaneously with the interim rulemaking for 36 CFR Part 63—National Register of Historic Places, Determinations of Eligibility for Inclusion in the National Register. These guidelines were issued initially as Appendices A and B of the proposed 36 CFR Part 63, which was published in the FEDERAL REGISTER for comment on April 27, 1976. Comments were received on the draft regulations and those comments are discussed in the introduction to the final rulemaking for 36 CFR Part 63.

Comments received on the guidelines concerned the amount of information required for the Department of the Interior to make a determination of eligibility on a property. A determination of eligibility is made on the basis of a description, statement of significance, maps, and photographs of a property. Although these guidelines provide a general standard for evaluating properties against National Register criteria, a determination can be made on the basis of less information than is recommended in these guidelines in some cases. An introductory explanation has been added to the guidelines which emphasizes that, although each category of information is necessary to evaluate properties, many categories require only a very brief statement. In addition, much of the advice concerning documentation applies to a specific classification of properties. For example, for archeological sites, the description (VII) required would contain only the information in VII.B. Federal agencies should also coordinate closely with State Historic Preservation Officers concerning the kinds and depth of information necessary to evaluate properties.

Comments on Appendices A and B have been considered and incorporated as appropriate. The Department of the Interior has determined that these guidelines

should be published in the FEDERAL REGISTER to assist Federal agencies in identifying and documenting historic properties as part of their responsibilities under the National Historic Preservation Act of 1966, as amended, 16 U.S.C. 470 (a) (1) (1970 ed.), Executive Order 11953; the Environmental Policy Act of 1969 (Pub. L. 91-291; 16 U.S.C. 491 a-1). The Department of the Interior recommends that Federal agencies use these guidelines in documenting historic properties and in requesting determinations of eligibility as part of their project or program planning responsibilities. Because the Department has determined that they are guidelines, and not regulations, they will appear in the FEDERAL REGISTER but not in the Code of Federal Regulations.

These guidelines are developed under the general authority of the National Register of Historic Places program as it appears at section 2(k) of the Historic Sites Act of 1935, 16 U.S.C. 464(k) (1970 ed.), and section 101(a) (1) of the National Historic Preservation Act of 1966, as amended, 16 U.S.C. 470(a) (1) (1970 ed.) and sections 3(b) and 3(f) of Executive Order 11593.

GUIDELINES FOR LEVEL OF DOCUMENTATION TO ACCOMPANY REQUESTS FOR DETERMINATIONS OF ELIGIBILITY FOR INCLUSION IN THE NATIONAL REGISTER

These regulations provide standards to which Federal agencies may refer in the preparation of the basic documentation (description, statement of significance, maps and photographs, and the opinion of the State Historic Preservation Officer) necessary to evaluate the eligibility for the National Register of districts, sites, buildings, structures, and objects. Where possible this documentation should be prepared by professionals in the fields of history, architectural history, architecture, and archeology. Although in some cases a determination of eligibility can be made on less information, the Department of the Interior recommends these guidelines as a general standard for the amount and kinds of documentation necessary to evaluate properties against the National Register criteria. The categories of information here are those required for nomination of properties to the National Register. Documentation submitted with determination of eligibility requests may be recorded on National Register nomination forms, although such forms are not required. If the information on the property has been compiled through a survey, the agency should submit the survey report as part of the documentation. Information included in the survey report or in other material need not be recorded in the format suggested in these guidelines. As long as the basic categories of information are provided, the agency may use any format for submitting this documentation which it finds convenient. Each category should be provided:

- I. Request for determination.
- II. Property name.
- III. Location.
- IV. Classification: district, site, building, structure, or object.
- V. Ownership.
- VI. Representation in Existing Surveys.
- VII. Description.
- VIII. Significance.
- IX. Bibliography.
- X. Geographical Data, Maps, and Acreage.
- XI. Photographs.

XII. Individual(s) compiling documentation.

XIII. Opinion of the State Historic Preservation Officer.

Many of these categories require only a very brief statement. Special attention should be given to VII. Description and VIII. Significance. Much of the guidance under VII and VIII applies to a specific classification of resource. Not all this information is required for each classification (building, site, district, structure, object).

I. REQUEST FOR DETERMINATION OF ELIGIBILITY

The name and address of the agency and the agency official making the request should appear in the letter of request or as part of the documentation. Communities requesting determinations of eligibility in accord with the "Environmental Review Procedures for Community Development Block Grant Program" (24 CFR 58) should certify that the request is made as part of planning for a community development block grant project.

II. PROPERTY NAME

A. *Historic Name.* 1. Original owner or builder.
2. Significant persons or events associated with the property.
3. Innovative or unusual characteristics of the property.
4. Accepted professional, scientific, technical, or traditional names.

B. *Common Name.* This is the name by which the property is known locally.

C. *Archeological Site Name.* Archeological sites are generally named for the project, a nearby geographic feature, an aspect of cultural significance, the owner of the property, etc. For an archeological site with no name, use the numbering system in use in the State. The State site number should also be appended to the designation of a named site for cross-reference purposes.

III. LOCATION

Include the number and the name of the street or road on which the property is located. If the road has a number rather than a name, indicate whether it is a Federal, State, or country road. If a property does not have a specific address, give the names of the nearest roads. For rural properties and others without specific street addresses, precise location may be specified by indicating the side of the road (North, South, East, or West) and exact distance from nearest intersection (North, South, East, or West). If a property is rural and in the vicinity of a town or city, this should be indicated. In the case of a historic district or similarly complicated property, inclusive street address numbers for all the properties within the district should be given.

IV. CLASSIFICATION

A. *Categories.* Classify the property in the appropriate category if possible. If it is unclear what category is appropriate, this should be indicated. Agencies may, for example, request assistance in determining whether properties should be considered individually or together as a district.

1. A "district" is a geographically definable area, urban or rural, possessing a significant concentration, linkage or continuity of sites, buildings, structures, or objects which are united by past events or aesthetically by plan or physical development. A district may also be comprised of individual elements which are separated geographically but are linked by associations or history.

2. A "site" is the location of a significant event, a prehistoric or historic occupation or activity, or a building or structure whether standing, ruined, or vanished, where the loca-

tion itself maintains historical or archeological value regardless of the value of any existing structures.

3. A "building" is a structure created to shelter any form of human activity such as a house, barn, church, hotel, or similar structure. "Buildings" may refer to a historically related complex, such as a courthouse and jail or a house and barn.

4. A "structure" is a work made up of interdependent and interrelated parts in a definite pattern or organization. Constructed by man, it is often an engineering project large in scale.

5. An "object" is a material thing of functional, aesthetic, cultural, historical, or scientific value that may be, by nature or design, movable yet related to a specific setting or environment.

B. Some properties may be most properly classified within two or more of the categories given above.

V. OWNERSHIP

Give the name of the owner of the property. Indicate "multiple ownership" for districts.

VI. REPRESENTATION IN EXISTING SURVEYS

Identify local, State, or Federal historic resource surveys that include or refer to the property in question. Include name of survey, date, and person or organization that conducted the survey. Federal surveys other than the National Register include, but are not limited to, the Historic American Buildings Survey, the Historic American Engineering Record, and the National Survey of Historic Sites and Buildings (National Historic Landmarks Program).

VII. DESCRIPTION

Description of the physical appearance and condition of a property is important in making an accurate assessment of its significance. To be useful, the description of the property should use appropriate professional terminology and should be concise, factual, detailed, and well organized.

A. *Buildings, structures, or objects* should be described in detail. Marcus Whiffen's "American Architecture Since 1780: A Guide to the Styles" (The M.I.T. Press, Cambridge, 1969) provides a standard guide to American architectural styles and should be consulted when questions of terminology arise. If local terms or styles are used, they should be accompanied by a description or explanation. Unique details or unusual features should be pointed out and should be visible in the accompanying photographs. The description of a building should include the following kinds of information where applicable:

1. Kind of structure (dwelling, church, commercial, etc.).
2. Building placement (detached, row, etc.).
3. General characteristics:
 - a. Overall shape or plan (rectangle, ell, etc.).
 - b. Number of stories.
 - c. Number of vertical divisions or bays.
 - d. Construction materials (brick, frame, stone, etc.) and wall finish (type of bond, coursing, shingle, etc.).
 - e. Roof shape (gable, hip, shed, etc.).
4. Specific Features—location, number, and appearance of: (a) Porches (verandas, stoops, attached sheds, etc.), (b) windows; (c) doors; (d) chimneys; (e) dormers.
5. Important decorative elements.
6. Significant interior features.
7. Number, type, and location of outbuildings, as well as dates, if known.
8. Other manmade elements (roadways, contemporary structures, landscaping included within the area).
9. Information on moved properties: (a) date of move; (b) descriptions of original

and present locations; (c) explanation of the effect of the move on the historic integrity of the property.

10. Known alterations or changes to the property over time and dates if available. A restoration is considered an alteration even if an attempt has been made to restore the property to its original form. In cases involving numerous alterations it would be helpful to include a floor plan with the submission.

11. Guidance in compiling information on industrial or engineering structures may be obtained by consulting the Historic American Engineering Record, National Park Service, Department of the Interior, Washington, D.C. 20240.

B. *Archeological site* descriptions should include the following information:

1. Site type (e.g., midden, rockshelter, flake scatter, historic factory, etc.).
2. A description of the site including its immediate environment, using standard archeological terminology. If local terms are used, they should be defined. The following data should be included.
 - a. Boundaries of the site and methods by which these boundaries have been defined.
 - b. The immediately surrounding environment, both as it probably was when the site was in use and as it is today.
 - c. Any disrupting influences (urban development, roads, agriculture) at work on or immediately around the site.
 - d. Descriptions (or summaries) of known data on internal characteristics: stratigraphy, artifact classes and their distribution, structural remains, etc.
 - e. Extent and nature of any excavation, testing, surface collecting, etc.
3. Descriptions of any standing or ruined structures or buildings that might be of architectural or historic importance.
4. A list of pertinent previous investigations at the site, if any, indicating dates, institutions, or organizations responsible, and bibliographic references.
5. Quality and intensity of survey that resulted in recording the site; any limitations this may impose on the data available for purposes of evaluation.

C. *Historic site descriptions* should include discussion of the present condition of the site and its environment. The integrity of the site—the degree to which the setting is a visual reminder of the events and activities that took place there—is very important and should be thoroughly discussed in the submission.

D. *District—1. Architectural and historic district* descriptions should include the following kinds of information, as appropriate:

- a. General description of the natural and manmade elements of the district: structures, buildings, sites, objects, prominent geographical features, density of development.
- b. General description of types, styles, or periods of architecture represented in the district: scale, proportions, materials, color, decoration, workmanship, design quality.
- c. General physical relationships of buildings to each other and to the environment; facade lines, street plans, squares, open spaces structural density, plantings, important natural features; changes in the relationships over time. Some of this information may be provided on a sketch map.
- d. General description of the district during the period(s) when it achieved significance.
 - e. Building types found in district: commercial, residential, etc.; present and original uses of buildings and land.
 - f. General condition of buildings: restoration or rehabilitation activities, alterations.
 - g. Approximate number of buildings in district or a good indication of size of district.
 - h. Intrusions: include ratio and size of intrusions compared to the number of buildings within the district.

1. Qualities that made the district distinct from its surroundings.

J. A list of significant pivotal buildings within the district, with short descriptions where appropriate.

k. Precise verbal boundary description: streets, property lines, inclusive street addresses, geographical features, etc., which separate the district from its surroundings.

1. If the district also has qualities of an archeological nature, the information indicated under 4 below should be provided.

2. *Industrial district* descriptions, in addition to the information listed should include:

- a. General description of the industrial activities and processes taking place within the district, important natural and geographical features, power sources;
- b. General description of original machinery still in use; and/or
- c. General description of linear systems within district (canals, railroads, roads) and their terminal points with approximate length and width of area to be encompassed in district.

3. *Rural district* descriptions, in addition to the information listed above, should include:

- a. General description of geography and topographical features (valleys, vistas, etc.) that convey a sense of cohesiveness; and/or
- b. General description of the outbuildings and other examples of vernacular rural architecture within district boundaries.

4. *Archeological district* descriptions should include:

- a. General description of the natural and manmade elements of the district: structures, buildings, sites, objects, prominent geographical features, density of development.
- b. A statement of the date, level, and kind of archeological survey that has been done in the district.
- c. A list of archeological properties within the district, including their locations. Data on individual sites, as required by section VII. B, should be appended.
- d. A statement of the cultural, historic or other relationships among the sites within the district that make the district a cohesive unit for investigation.
- e. A summary of the nature and level of damage the sites within the district have received or are receiving.
- f. A statement of the extent to which the intersite relationships that give the district its cohesion remain intact.

VIII. SIGNIFICANCE

A. *Summary statement of significance.* A statement of significance identifies qualities of the property that may make it eligible for listing in the National Register. A concise opening paragraph summarizing the possible importance of the property being considered should be followed by a more detailed account of the events, personalities, prehistoric or historic occupations, or activities associated with the property. This concise history of the property should be directed to a whole property, rather than some functional segment. Thus, it is inappropriate to discuss a mound and not an associated village, burial area, etc., or to submit a house and not the associated outbuildings, etc.

A statement of significance should attempt to relate the property to a broad historical, architectural, archeological, or cultural context: local, regional, State, or national. For example, if a community has a number of neighborhoods with the same or similar qualities as the one being evaluated, this information should be included in the documentation. Any quoted material which appears in this section or the description should be footnoted. Quotations taken out of context must faithfully represent the meaning of the original source. Supplemental information, such as newspaper articles,

letters from professional historians, architects, architectural historians, or archeologists; etc., may also be submitted as appropriate. The statement of significance for properties that are less than 50 years old; moved; reconstructed; cemeteries and grave sites; birthplaces; primarily commemorative in nature; or owned or used by religious institutions should address the specific exceptions set forth in the National Register criteria.

B. Period(s) and Area(s) of significance. Identify the area(s) and period(s) with which the property's significance is associated. This may mean date of construction, major alterations, or association with an individual, event, or culture, etc. For some archeological properties, assignment to a very general time period or periods may be sufficient.

The following areas of significance are listed on National Register forms. Agencies may find it helpful to consider these areas in identifying and evaluating properties:

Archeology-Frehistoric: The scientific study of life and culture of indigenous peoples before the advent of written records.

Archeology-Historic: the scientific study of life and culture in the New World after the advent of written records.

Agriculture: farming, livestock raising, and horticulture.

Architecture: the style and construction of buildings and structures.

Art: concerning creative works and their principles; fine arts and crafts. Do not include architecture, sculpture, music, or literature here; specific categories are established for these areas.

Commerce: production and exchange of goods and the social contracts thereby encouraged.

Communications: art or science of transmitting information.

Community Planning: the design of communities from predetermined principles.

Conservation: official maintenance or supervision of natural or manmade resources.

Economics: the science that deals with the production, distribution, and consumption of wealth.

Education: formal schooling or the methods and theories of teaching or learning.

Engineering: the applied science concerned with utilizing products and sources of power for supplying human needs in the form of structures, machines, etc.

Exploration/Settlement: the investigation of regions previously unknown; the establishment of a new colony or community.

Industry: enterprises producing goods and services.

Invention: something originated by experiment or ingenuity. (Properties connected with the inventors themselves would be classified here.)

Landscape Architecture: the art or practice of planning or changing land and water elements for the enhancement of the physical environment.

Literature: the production of writings, especially those of an imaginative nature.

Military: concerning the armed forces and individual soldiers.

Music: the art of combining vocal or instrumental sounds or tones.

Philosophy: system of principles for the conduct of life; the theory or analysis of the principles underlying thought or knowledge and the nature of the universe.

Politics/Government: an established system of political administration by which a nation, State, district, etc., is governed and the processes which determine how it is to be conducted.

Religion: systems and expressions of belief in a suprahuman power that have made a contribution to the patterns of culture.

Science: a systematic study of nature.

Sculpture: the art of forming material into three-dimensional representation.

Social/Humanitarian: concerning human beings living together in a group or the promotion of the welfare of humanity.

Theater: the dramatic arts and the places where they are enacted.

Transportation: concerning the work or business or means of conveying passengers or materials.

C. Additional facts to be included on specific categories of properties, as appropriate:

1. **Buildings, structures, or objects.** a. The architect or builder, if known.

b. Historically significant events and/or patterns of activity.

c. Data concerning individuals significantly associated with the property.

d. Consideration of any possible archeological significance present.

2. **Sites.** a. A statement of the kinds of information known or thought likely to be present in the property; types of data that might be recovered if the property were thoroughly investigated by archeologists, art historians, architectural historians, or other appropriate scholars. Some categories of information will be directly observable; others can be inferred based on knowledge of similar properties that have been extensively investigated. Reasons for believing that given categories of information are present and have been preserved in the property should be given.

b. A statement of the relationships between the information believed to be present in the property and topics that might be studied there; i.e., what kinds of research could be done using the information known or thought to be present in the property.

3. **Architectural and historic districts.** a. Concise statement of why the district may be significant.

b. Origins and historical development of the district; inclusive dates, architects, builders, designers, planners; relationships of district to historic development of the area.

c. General analysis of architectural styles or periods. If possible, relate the architecture in the district to the architectural resources of the area.

d. Significant people or events associated with the district as a whole or with individual elements within the district.

e. Preservation and/or restoration activities in the district (if considered to contribute to the significance for which the district is submitted).

f. Effect of intrusions on the integrity of the district.

g. Explanation of how district boundaries were chosen. Considerations may include the presence of a natural barrier or edge, such as a highway or new development, change in character of the area, or decline in concentration of significant properties to the point where the integrity of the district has been lost. (You may wish to refer to qualities discussed under VII. D. 1. k.). If the area on which the determination request is made appears to be only part of a larger district, this should be noted with an explanation (for example, the project may affect only part of the district). If possible the relationship of this part of the district to the whole should be discussed.

h. Consideration of any possible archeological significance present in the district.

4. **Archeological districts.** a. A summary statement concerning the significance of individual properties within the district. (Data on individual properties meeting the standards set forth in VIII. C. 2).

b. A concise statement of the characteristics that give the district cohesion as a unit for study; what categories of data might be derived from study of the district that would

not be derived from the study of individual properties within it?

c. A concise statement explaining the scientific and/or interpretive yield or potential of the district in terms of the cultural and natural contexts or interrelationships described in VII. D. 4. d.

d. Consideration of any possible architectural or historic significance present in the district, above and beyond its value for information purposes.

e. An explanation of how district boundaries were chosen should be included. Considerations may include presence of a natural geographic barrier, such as a river or drainage divide; a project boundary if this delineates a group of resources which conform to the definition of a district given above; manmade features such as a highway or other structure; or decline in settlement density.

D. Federal agencies should attempt to answer the following questions when seeking to determine whether a property meets National Register criteria.

1. **Building, structure, object.** a. If a building or structure is submitted for its architectural qualities, does it retain enough of its significant design, aspect, or feeling to be recognizable? If not, could the important elements of design or appearance be restored? (This does not mean that buildings which have additions or alterations are not eligible, as they may reflect later significant styles and design).

b. If a building or structure is submitted for historical associations, does the existing building have an identifiable relationship to the history described? Does it retain sufficient integrity to convey the feeling of the historical period when it achieved significance?

c. If a building or structure is significant because of its association with an individual, how long did that individual live there, or how long was he associated with the building, and during what period of his life? Are there other properties in the vicinity which also have strong associations with the individual? If so, the significance of the property in question should be compared to the significance of these other properties.

d. If a building, structure, or object is submitted for its archeological associations, does it contain attributes that are amendable to study in order to extract important information about history or prehistory? For example, has it been rebuilt or added to in ways that reveal changing concepts of style or beauty? Does it contain tools, equipment, furniture, trash or other materials whose distributions could be studied to learn about the social organization of its occupants, their relations with other people and groups, their daily lives, etc.?

e. Does the building, structure, or object have an unusually important association with its location?

f. If the building or structure is no longer at its original location, are the reasons for the move fully explained? How does the new location affect the historical and architectural integrity of the building or structure?

g. What was the building or structure used for during the period it achieved historical significance?

2. **Site.** a. How does the site relate to the significant event, occupation, or activity that took place there?

b. How have alterations (destruction of original buildings, change in land use, changes in foliage or topography) affected the integrity of the site? (The site of a treaty signing which took place in a deep woods is probably not eligible if the area is now a suburban development).

c. If the site has been submitted for its archeological significance, has the site contributed or does it have a potential for contributing important information regarding

human ecology, culture history, or culture process? What is the potential information yield of the site, and how does this information potential relate to theories, problems, and research questions that could be or have been addressed in the region or elsewhere? Evidence supporting these evaluations of significance should be provided, including references to specific scholarly investigations.

d. Does an excavated site retain interpretive value or did the information yielded make a fundamental contribution to knowledge of American cultures, such that the act of investigation constituted a historic event? Sites already completely excavated are eligible only if the answers to these questions are positive.

3. *District* (In addition to the questions on individual buildings, structures, and objects). a. How does the district convey a sense of historic and architectural cohesiveness (through design, setting, materials, workmanship, association, etc.) Is this sense expressed in the statement of significance?

b. How do architectural styles or elements within the district contribute to the feeling of time and place?

c. How have significant individuals or events contributed to the development of the district?

d. How has the district affected the historical development of the overall community, region, or State?

e. What effect do intrusions have on the integrity of the district?

f. How were district boundaries chosen? (Considerations may include boundaries at specific time in history; the presence of a visual barrier or edge, such as a river, highway or new development; change in character of the area; or decline in concentration of significant properties to the point where the integrity of the district has been lost.)

g. Are the qualities that distinguish the district from its surroundings identified and described?

h. If the district has been submitted for its research value, do the sites or individual resources have cohesion as a unit for study or do they have an identifiable geographical relationship? Questions on individual sites under VIII. D. 2 above should also be answered for districts.

1. How does the district compare to other similar areas in the State, region, or locality?

4. *Industrial districts* (in addition to the questions above). a. How do the industrial functions or processes relate to the broader industrial or technological developments of the county, region, State, or the Nation?

b. How important are the entrepreneurs, engineers, designers, and planners who contributed to the development of the district?

5. *Rural* (in addition to the questions above). a. How are the elements of the rural district linked historically, architecturally, by function, or by common ethnic or social background?

IX. BIBLIOGRAPHY

The bibliography should contain a list of sources from which information on the property was compiled. General reference works on architecture, archeology, etc., should not be included unless they provide specific information which is of assistance in evaluating the property. Use standard bibliographical style, listing author, full title, date and location of publication, and publisher. For an article, list the magazine or journal from which it was taken, volume number and date. For unpublished manuscripts, indicate where copies are available. Interviews should be listed here with the date or interview.

X. GEOGRAPHICAL DATA, MAPS, AND ACREAGE

A map clearly locating the property within a city or broader context must accompany each request. A 7.5 or 15 minute series United

States Geological Survey map, State highway map, or other suitable map will be acceptable. Latitude and longitude coordinates or UTM (Universal Transverse Mercator) reference points are useful in identifying the geographical location of properties. Photocopies of maps are acceptable provided they are clear and properly referenced. If the property is a district, a detailed sketch map should be included. The sketch map need not be precise in scale, but it should indicate:

A. All buildings, structures, or sites in the district.

B. Extent of district boundaries, carefully drawn.

C. Street and place names, including inclusive street numbers.

D. Highway numbers.

E. Architectural styles or periods, if appropriate.

F. Pivotal structures and important spaces (parks, squares, etc.).

G. Present type of district (mixed, residential, commercial, public, etc.).

H. Intrusions or other elements not contributing to the significance of the district.

I. North arrow (magnetic or true), if not printed on map.

J. Approximate scale.

K. Land use in rural district—woods, fields, swamps, etc.

L. Significant aspects of the natural environment, if appropriate. Sketch maps should also be provided for large archeological sites, indicating significant cultural features and intrusions. Maps of archeological districts should clearly indicate the areas within the district boundaries which have actually been surveyed. If portions of the districts have been inspected using different techniques or at different levels of intensity, this should be indicated on maps.

Acreage. The acreage of the property in question should also be given.

XI. PHOTOGRAPHS

Along with written documentation and maps, photographs form the basis of the Secretary of the Interior's determination of a property's eligibility for inclusion in the National Register. For this reason, photographs submitted should give an honest visual representation of the property and should illustrate those qualities discussed in the description and statement of significance. Photographs should be contemporary with the request for a determination of eligibility and should be identified in detail, giving the name and location of the property, view or detail shown, and direction of photo. Historical photographs may also be useful but are not required. Black and white glossy photographs are preferred since these are required for National Register nominations, but other photo formats are also acceptable. Xeroxed copies of photographs rarely provide sufficient detail to accurately portray a property and should therefore be avoided. The number of photographs required for a determination varies according to the complexity of the property:

A. *Individual buildings, structures, or objects.* Include only as many photographs as are necessary to depict the property clearly. One of the photographs should show the environment or context in which the property is located. Additions, alterations, intrusions, and dependencies should appear in the photographs. If the significance for which the property is submitted includes interiors or particular details, representative views should be included.

B. *Archeological Sites:* Photographs should document the condition of the property and, if relevant to the evaluation of significance, show artifacts that have been recovered and features present in the site. Drawings may be substituted for photographs of artifacts or other features where relevant and if it is not

possible to take photographs. Site submissions must include at least one photograph, however, showing the physical environment and configuration of the site.

C. *Districts.* Districts should be represented visually in selected street, landscape, or aerial views. Include as many photographs as necessary to visually relate the essence of and the variety included in the district. Views of individual structures may not be necessary as streetscapes often reveal the architectural qualities of a district better than photographs of individual buildings. Pivotal structures, however, and elements which help define the quality of the district should be clearly shown. Streetscape views should include as many building types, styles, and uses as necessary to relate the variety of the district. Photographs of important topographical or spatial elements should be included, as well as representative types of intrusions in their settings. It is useful to indicate on the sketch map the location and direction of view of photographs. Views of archeological districts should show significant natural and/or cultural aspects of the environment and typical sites, structures, buildings, and objects.

XII. INDIVIDUAL(S) COMPILING DOCUMENTATION

Names and qualifications of persons directly involved in compiling information on the property should be submitted, as this information may be of assistance in the evaluation process. Addresses and phone numbers are also useful so that these individuals may be consulted if questions arise concerning the documentation.

XIII. OPINION OF THE STATE HISTORIC PRESERVATION OFFICER

A statement of the opinion of the State Historic Preservation Officer concerning the eligibility of a property for inclusion in the National Register should be included with the request, where possible. The following sample form letter may be a convenient format for submitting this opinion.

Sample form letter for:

Statement of the opinion of the State Historic Preservation Officer concerning the eligibility of a property for inclusion in the National Register.

I understand that the _____ is agency

requesting the opinion of the State Historic Preservation Officer concerning the eligibility of _____ for inclusion in the National Register and that my opinion may be submitted to the Secretary of the Interior with a formal request for a determination of eligibility on this property. This statement confirms that I have been consulted as part of the determination of eligibility process.

—(1) In my opinion, the property is eligible for inclusion in the National Register. Below is a justification for this opinion.

—(2) In my opinion, the property is not eligible for inclusion in the National Register. Below is a justification for this opinion.

—(3) I have no opinion and prefer to defer to the opinion of the Secretary of the Interior.

Justification and comments:

Signed: _____

State Historic Preservation Officer

Date _____

Approved: June 10, 1977.

ERNEST ALLEN CONNALLY,
Acting Director,
National Park Service.

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