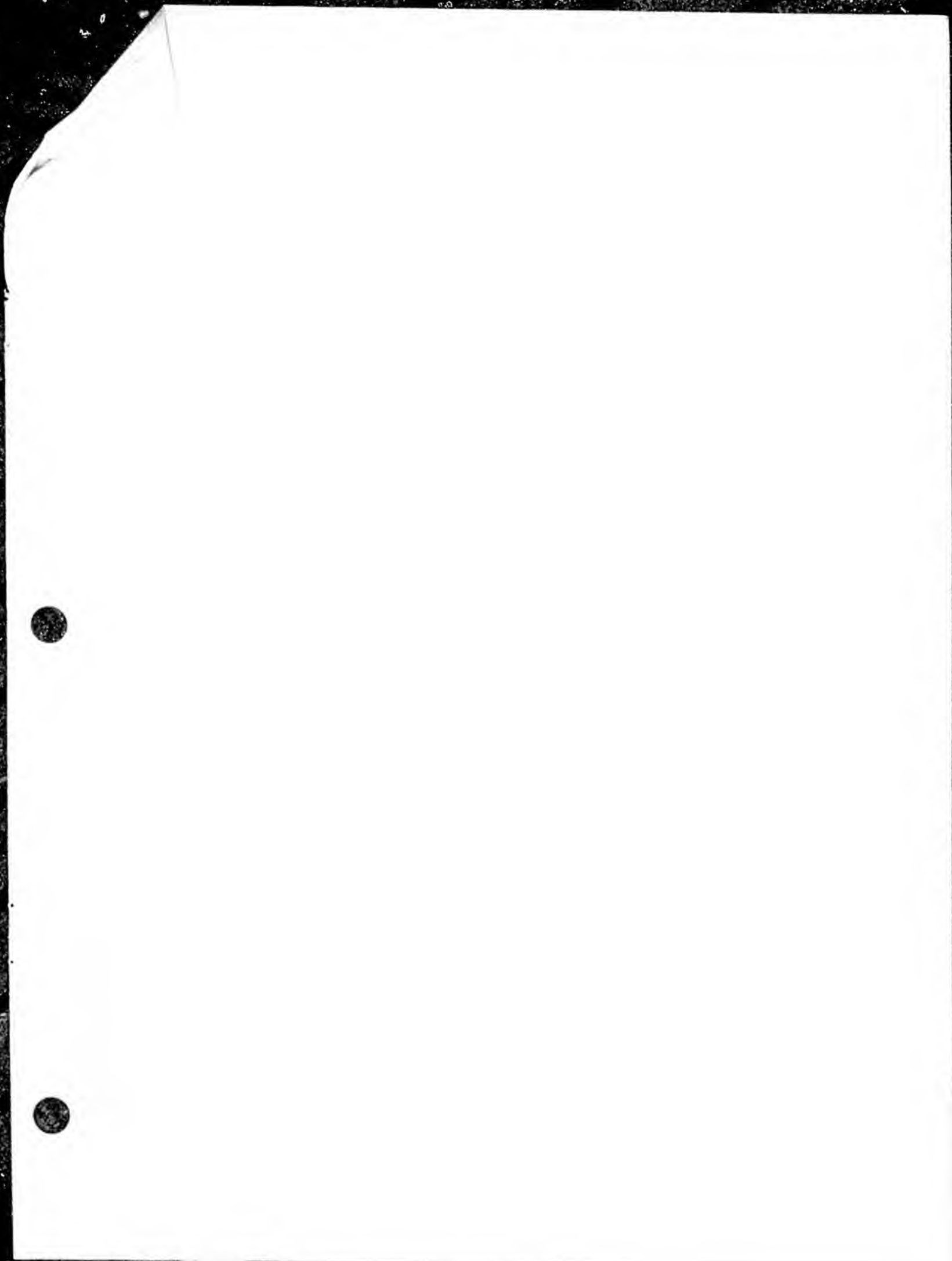


ALASKA	LEGISLATURE	COMMITTEE	FILLES	1987-1988	8672
5533	SSTA	SCR 15	- SCR 27		1105







Department of Commerce and Economic Development  
Division of Minerals and Forest Products, P.O. Box D, Juneau, Alaska 99811

# valley sawmill

March 3, 1987

Honorable Steve Cowper  
Governor of Alaska  
Third Floor, State Capitol  
Pouch A  
Juneau, Alaska 99811

SUBJECT: State Support of Local Timber Products

Dear Governor Cowper:

I am writing this letter to summarize many of the frustrations and lack of progress that I have encountered during my efforts over the last year to encourage the use of locally produced and manufactured wood products on various state, municipal and other agency projects.

While the concept of supporting local hire and the use of local products is touted by the politicians as being an economically sound policy; and worthy of support, in practice, it is far from a reality. While most other states actively support their state's resources, the purchasing agents within this state seem firmly entrenched in the use of outside products.

Local suppliers have gone to great lengths and costs to prove the quality and competitiveness of local wood products to these agencies, and while we have been many times encouraged by the lip service of these officials, the contracts always end up going to the outside supplier. Rarely, if ever, have we seen a contract issued by a governmental entity that specifies Alaska wood products, despite repeated efforts by the producers to educate officials on the subject.

Keeping Alaskan dollars within our own economy can only strengthen our economic base. The local timber industry estimates that six jobs are created for every one million board feet of lumber sold. The railbelt network consumes approximately 100 million board feet annually. This translates to approximately 600 jobs that are being lost to outside suppliers each year. The bureaucratic lack of support and roadblocking of local manufacturer's efforts to join the marketplace, has created a situation where it is easier to lay off workers, than to fight city hall for access to the market.

Steve Cowper, Governor  
March 3, 1987  
Page 2

Tables currently in use in the forest products industry were developed in the 1940's based on tests conducted on old growth Douglas Fir, the predominant timber utilized at that time. At present, timber products from the Lower 48 are primarily manufactured from second and third growth Douglas Fir, while our locally manufactured wood products utilize structurally superior old growth Alaskan Spruce timber. Old growth timber is stronger than the faster growing second and third growth timber, and therefore, more dense. With no recent published data available, the Anchorage Wastewater and Utility, and the Municipality of Anchorage chose to accept the hypothesis of an outside supplier, that Alaskan wood products are inferior. (See attached Exhibit B).

In response to the lack of published data, I requested a nationally certified test lab, Alaska Test Lab, to conduct testing on some of the local woods. As you can see by the attached (Exhibit C), some local woods exceed the strengths of outside wood, now being used extensively in local projects. The false and negative assumptions regarding local forest products are not based on scientific fact or economics, but based solely on the traditional use of outside wood products.

I have encountered numerous examples of prejudices against using Alaskan produced wood. Almost every invitation to bid issued by state and other agencies, includes specifications for wood that is not produced in Alaska. This exclusion of Alaskan wood products must be addressed at the top, during the planning process. Three specific examples of this prejudice can be seen in the following examples:

- 1) In 1986, the Municipality of Anchorage issued bid requests for 50 park projects requiring between \$2,000 and \$50,000 of rough cut timbers each. The specifications called for outside wood species.
- 2) Anchorage School District - does not include one Alaska wood species in their invitation for bid for lumber for shop purposes.
- 3) Kenai Peninsula Borough - Bid documents for Chakok and Dorothy Road Bridges specify coast region Douglas Fir. Bid date, March 16, 1987. \$25,000 lost revenues to Alaskan suppliers.

The legislature expressed its support of local products by passing an Amendment to A.S. Section 36.15.010 - 020. (See attached Exhibit D). While this is a good law, the intent has not been implemented, and without enforcement, it is merely empty words.

Steve Cowper, Governor  
March 3, 1987  
Page 3

While a spirit of open cooperation between legislative intent and implementation of this intent by all agencies would serve to strengthen the state, it is apparent that the entities involved require specific direction and regulation before they will comply with state law.

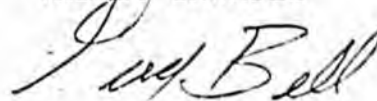
All agencies, including the Municipality of Anchorage, must be accountable to the state for compliance with state law, when receiving public grant funds for projects. The regulations covering the use of local forest products must have some teeth in them, that will further enforcement. One way to ensure that grant recipients purchase Alaskan products and comply with state law would be to prepare the contracts so that grant money could be withheld if the entity did not follow contract provisions.

At this time, the intention is not clear cut in the law, and is too open to interpretation. I have enclosed a memorandum (see Exhibit E) from the Matanuska-Susitna Borough attorney, offering a legal opinion on this law, which indicates that they are not legally bound to the law. According to his opinion, once the state turns money over to a local government, the state has no further control over the funds, despite provisions in most grants that require the local governments to follow state laws. Page 3 of the 4 page Standard Agreement Form for Municipal Grants, is devoted entirely to the adherence of grant recipients with State law, yet as I have illustrated, this is not being accomplished.

I strongly urge your support of Alaskan products by whatever means necessary - be it tighter legislation to require recipients of state funds to buy Alaskan, or by giving strong direction to the government agencies charged with overseeing state funds.

Respectfully submitted,

VALLEY SAWMILL



Greg Bell  
President

cc: All Senators  
All Representatives  
Commissioner Garrey Peska  
Commissioner J. Anthony Smith  
Commissioner Judith A. Brady  
Commissioner Mark S. Hickey  
John Galea, Director, Alaska Loggers Association

EXHIBIT A

# valley sawmill

January 2, 1987

Mr. Jim Barnett  
Municipal Assembly  
P.O. Box 196650  
Anchorage, Alaska 99519-6650

Dear Jim:

Throughout the past year, the local forest products industry has been working with the Municipality of Anchorage to encourage the use of locally produced and manufactured wood products in a variety of municipal projects. Although the response has not been entirely negative, in almost every case some form of barrier has arisen/or been created that either specifically excludes or strongly discourages the use of local wood products. We have not asked for any subsidies, only that the Municipality support local industry through the purchase of products that are equal in quality, competitively priced and locally manufactured.

The Eklutna Water Project (EWP) is a prime example of the extent of our efforts. We felt that the Water Division Tunnel portion of the E.W.P. would mesh well with the present capabilities of our industry. Specifically, it called for 68,000 pieces, 4" x 6" x 4' timbers; over one half million board ft. Through various Municipal channels, we stressed the importance of keeping local dollars within our economic system to maximize their benefit, and still almost no local wood has been used.

The following reviews the key events regarding the E.W.P.:

- °In December of 1985, I contacted Municipal officials, pointed out the existence of AS 36.15.010 - 020 (see attached) and requested compliance.
- °M.O.A.'s response was resistive, but members of the legislature and the Governor pushed for compliance and demonstrated support by the adoption of SB 371, Executive Order 87, etc.
- °These prompted the April 16, 1986 letter by Charley Bryant, Special Projects Manager at Anchorage Water and Wastewater Utility A.W.W.U. which outlined the Municipality's position of compliance with AS 36.15.010 - 020 and made special assurances that these statutes would be adhered to on all A.W.W.U. projects.
- °On May 1, 1986, the tunnel contractor, Frank Colluccio Construction Company informed E.W.P. that they intended to use only select Douglas Fir and Oak as logging because, in their opinion, Alaskan wood products would not meet the structural strength requirements.

Mr. Jim Barnett  
January 2, 1987  
Page 2

°On June 20, 1986, the local forest products industry consulted with experts in wood strength analysis at the U.S. Forest Service Test Lab in Missola, MT. These experts noted only slight differences in the strength characteristics of Douglas Fir versus Alaskan Spruce. They also expressed confidence that Alaskan Spruce would meet or exceed the design criteria for this project.

°On September 12, 1986, the contractor made the value judgment that local product would not meet the design criteria and that he would use material from outside our state.

°On September 15, 1986, Douglas Fir logging material arrives at the construction site and is comprised of approximately 20% #1 or better, 40% #2 and 40% #3 or poorer. In effect 40% of the material on site does not meet the contractor's own design criteria.

°In October, Meet with A.W.W.U. officials and informed that they are powerless to enforce AS.36.15.010 - 020, and are concerned with possible delays in construction. However, assurances are made that they make every effort to incorporate Alaskan forest products in the PT. Woronzof Out Fall Extension Project tunnel.

Throughout these discussions two issues have surfaced as rationale for not utilizing local forest products.

- 1) Structural suitability
- 2) Cost

Enclosed please find Attachment 1, which includes the cover letter and pertinent findings of Alaska Test lab, which conducted comprehensive tests on local wood strengths. Their findings show that two of the three Alaska species tested exceed Douglas Fir in strength and the Sitka Spruce tested at 95%.

With regards to cost competitiveness, A.W.W.U. made a recent cost comparison for the upcoming PT. Woronzof project. The contractor, again Frank Colluccio Construction Company, has a quote of \$295.00/1,000 bd. ft. from a lower forty-eight supplier. Local suppliers estimates range from \$450.00 to \$505.00 per 1,000 bd. ft. There are several reasons for the disparity in cost:

°Local suppliers would be required to make delivery in three to four weeks. The outside supplier had an approximate 6 month lead time.

Mr. Jim Barnett  
January 2, 1987  
Page 3

- °This short lead time required the local industry to commit to a barge load shipment of logs from Afognak Island in order to insure the necessary volume and avoid delays in supplying a project of this size. Barge operations involving logs have not been attempted through the Port of Anchorage, so initial start up costs and the short time frame added to the overall cost.
- °The prior shipment of logging material to the E.W.P. was comprised of 40% number three or poorer material. If the Pt. Woronzof shipment includes a similar proportion of substandard wood, then this is reflected in an artificially low price.
- °Manufacture cost are greater during cold-winter months. If the local industry been afforded the same production time frame these production problems and costs could have been substantially minimized.
- °Short time frame would require overtime work to meet the delivery schedule.

With Alaska's economy in a tailspin, we feel that local government should become more attentive to supporting Alaska's basic industries. Instead of creating barriers that discourage or exclude local products, the Municipality should take steps to promote their use. The level of effort and input that the E.W.P. has received, and still almost no local products were used, is ridiculous. We need to place much more emphasis on the importance of incorporation of these products and the need to foster a climate that removes barriers instead creating them.

We urge you to send a strong message to all Municipal departments that local industries need their support. The State of Alaska has adopted SB 341, which calls for a 15% preference, as a step toward developing a strong and prosperous economic base. In addition, Alaska Statute, Section 36.15.010, adopted in 1949 (See Attachment 2), was amended and clarified in 1986.

We feel that the Anchorage Assembly can take effective steps toward this state wide goal by adopting an ordinance modeled after SB 341. This will assure that jobs will be created and retained in Alaska. If forest products are purchased from outside the State, we are simply generating and retaining jobs somewhere else, such as Oregon, Washington or Canada. Let's keep the jobs here in Alaska by buying locally grown and produced forest products. That is a sound investment for the M.O.A., to assure a stable and strong economy now, and in years to come.

Respectfully submitted,

Greg Bell  
President

EXHIBIT B



**MATHEUS LUMBER COMPANY, INC.**  
Wholesale Forest Products

P.O. Box 3058  
850<sup>th</sup>-131st Avenue NE  
Kirkland, WA 98083

(206) 284-7500  
TELEX: 32-1116

November 12, 1986

Mr. Wayne Moses  
Loluccio Construction Company  
9600 Martin Luther King Way S.  
Seattle, Wa. 98108

Dear Wayne:

In response to your questions concerning the feasibility of using Alaskan Paper Birch as lagging for your Eklutna tunnelling operation.

Research has moved this writer to contact the National Hardwood Lumber Association (NHLA), in Memphis, Tennessee, concerning the appropriate properties: strength, bending, modulus of elasticity, compression, etc. Mr. Allen Medlin, General Manager, advised me that the Hardwood Association has not done any engineering studies since some time in the 1940's and that any pertinent information could be found in a U.S. Department of Agriculture Forest Products Laboratory Wood Handbook #72. We have referred to this and attached for your information copies of the general description, as well as comparative properties. (See enclosure). As you can see, the comparison, based on green (specific gravity) shows a consistent lessor relationship between Douglas Fir (Coast) and Birch (Paper), except the last two columns.

Having absorbed this I moved on to the University of Washington and talked to Dr. Ben Bryant who verified that, to the best of his knowledge, there was no national association connected with the manufacture of any of the Alaskan Hardwood species.

More importantly, Dr. Bryant reminded me that all strength property charts were assessed from computations based on a common norm, i.e., the wood piece is to be clear, dry and straight grained and that all grading rules are based on values over and above the known defects.

The two major defects of strength are angle of grain and knot configuration. As such Paper Birch is not known as a straight grained specie and size basically forbids its being cut in any quantity for use commercially in construction. There are NO stress grades established by a known association for Paper Birch as far as I know.

As suggested by Mr. Bill Tomkinson of G.W. Martin, one of Canada's premier hardwood producers, Paper Birch is only fourth from the bottom of the hardwood chain as pertains to strength characteristics.

You might want to verify from the potential suppliers if they have any proof that a known association has developed guaranteed strength properties for the use (i.e. size

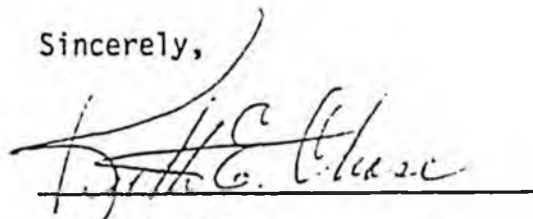
Continued Page Two....

November 12, 1936  
Mr. Wayne Moses  
Coluccio Construction Company

length) intended plus an absolute responsible contract for delivery-always to be at an acceptable price.

Please advise if I can be of any further help in this matter.

Sincerely,

A handwritten signature in cursive script, appearing to read "Keith E. Chase", is written over a horizontal line.

Keith E. Chase  
Matheus Lumber Company

Enclosures



# MUNICIPALITY OF ANCHORAGE

## ASSEMBLY MEMORANDUM

No.    A T M   

Meeting Date:

From: Mayor  
Subject: Alaska Wood Preference/Point Woronzof Tunnel

Based on a request from Assemblyman, Jim Barrett, the Anchorage Water & Wastewater Utility offers the following information on why Alaska forest products were not specified in the Point Woronzof bid documents since State statutes require the use of Alaska forest products when practicable.

The Point Woronzof Expansion Project has been under way since design inception during the summer of 1983. The project is scheduled for completion in October, 1987.

The total project, comprised of six phases, has received over \$26,000,000 (million) dollars to date of Federal EPA funding. The amount equates to about 75% of the total cost. Phase V is a 2,700 foot effluent tunnel.

AWWU has been successful in obtaining EPA funding by complying with EPA grant guidelines. EPA and DEC officials have advised that AWWU could lose grant eligibility if we specified a specific product. The loss could amount to about \$262,500 which is the approximate cost given by one of the local lumber firms.

Despite this potential loss, AWWU, on October 31, 1986, requested proposals from the contractor to use 100% Alaska wood in the Point Woronzof tunnel initial support system.

The contractor requested prices from the Wrangell Forest Products LTD, one of the largest mills in Alaska. We were informed by a letter, dated November 4, 1986, that the mill could not provide the required timber within the next six months. This mill produces western-hemlock which can possibly meet the contractor's specifications for strength. Additionally, the contractor solicited proposals from The Valley Saw Mill and Trapper Creek Timber Products, Inc.

Preliminary indications are that the local available wood, spruce and/or birch, will not meet the contractor's strength requirements. The delivered cost is prohibitive. This makes the use of Alaska wood in the tunnel non-practicable.

Douglas fir which meets the contractor's specifications and is processed in the Northwest will cost \$295/1000 BF delivered to the Point Woronzof job site. Preliminary indications are that wood produced in Alaska will cost about \$525/1000 BF. The wood

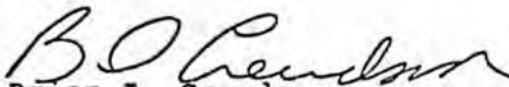
will be used for timber lagging in the initial support system for the tunnel.

These timbers must be able to withstand the surrounding earth loads and more importantly, be able to withstand the compressive force generated by the tunnel boring machine (TBM) which can produce in excess of 1.5 million pounds of thrust in order to move the TBM forward.

Our information indicates that douglas fir and oak are the only species of wood used in the northwestern United States tunnels because of the demanding strength requirements. Additionally, the contractor is solely responsible for the design and construction of the tunnel initial support system, and the safety of the tunnel.

In summary, it does not appear to be practicable to use Alaska wood for the tunnel initial support system. The cost is prohibitive and the responsibility for safety must remain solely with the contractor.

Prepared by:



Brian I. Crewdson  
Acting General Manager  
Anchorage Water & Wastewater Utility

Respectfully submitted:

Concur:

Tony Knowles  
Mayor

Robert E. Smith  
Municipal Manager

dw.AM.5

EXHIBIT C



# Alaska Testlab



4040 "B" Street

Anchorage, Alaska 99503

Telephone (907) 562-2000

December 19, 1986  
W.O. #A23279

Mat-Su Loggers Association  
c/o Valley Sawmill  
6231 Old Seward Highway  
Anchorage, AK 99502

Attention: Greg Bell

Project: Local Wood Strengths

Subject: Test Results

Gentlemen:

At Greg Bell's request, Alaska Testlab tested the compressive strengths and flexural strengths of local wood and Douglas-Fir. This wood was tested essentially in accordance with ASTM D-143. The local woods tested were: Sitka Spruce, White Spruce, and Birch. These test results were compared to second growth Douglas-Fir.

Greg Bell delivered to Alaska Testlab all the wood tested for this project. It is our understanding that the local wood was all processed at the Valley Sawmill and the Douglas-Fir was purchased from a local lumber yard. We were not involved in the sampling process.

As per ASTM D-143, Section 55 through Section 62, all the test specimens tested for compression parallel to grain were 2" X 2" X 8" in size. These specimens were first loaded in our triaxial shear device. This is comprised of a Geotest loading frame attached to a Hewlett-Packard Model HP9121 computer through a load cell. The test specimens were then loaded at a continuous rate of 0.003 in/in/min., (0.024 in/min.) We continued to load the test specimens at this rate until a load of 10,000 to 12,000 lbf., was reached. During this time the deformation associated with the different loads were recorded. With this information the stress-strain curves were developed. The modulus of elasticity parallel to the grain of the wood was determined by the slope of the stress-strain curve. The maximum load that our triaxial load machine will handle is 10,000 to 12,000 lbf. These test specimens were still in the elastic range while

Mat-Su Loggers Association  
c/o Valley Sawmill  
Greg Bell  
December 19, 1986  
Page 2

under this load. After this initial loading, these specimens were loaded to failure in compression parallel to the wood grain with our Forney 400,000 lbf., compression machine. This determined the maximum compressive strength parallel to the grain of this wood.

The flexural strengths of these wood specimens were tested essentially in accordance with ASTM D-143, Section 47 through Section 54. The test specimen size was 2" X 2" X 30". These specimens were tested as a simple beam expanding over a 28.5 inch span with a point load concentrated at the center of the span. The deformation of the center point load was at a rate of 0.10 in/min. This rate of deformation continued until the failure of the beam. From this test, the stress-deformation curve was developed. The maximum flexural stress of the wood fiber was obtained through this test as well as the modulus of elasticity perpendicular to the grain of this wood. The moisture of each of these test specimens was estimated with a Delmhorst moisture meter.

The test results are on the attached figures. Wood is a nonisotropic substance. This explains why the modulus of elasticity is 7 to 8 times greater in flexural bending perpendicular to the grain than it is in compression parallel to grain. These test results indicate that compressive strengths and flexural strengths of local Sitka Spruce are slightly less than that of Douglas-fir. The compressive strengths and flexural strengths of local Birch and White Spruce are greater than those strengths in the Douglas-fir.

If you have any questions regarding this matter, please feel free to contact us.

Sincerely yours,

ALASKA TESTLAB

*Greg Luther*  
Greg Luther, E.I.T.  
Materials Engineer

APPROVED:

*M. R. Nichols*  
Melvin R. Nichols, P.E.  
President

HRN:GL:pok



MODULUS OF ELASTICITY AND MAXIMUM COMPRESSIVE STRENGTH, PARALLEL TO GRAIN

Wood Type	Moisture Content	Test Load (lbf.)	Maximum Compressive Strength (psi)	Modulus of Elasticity Parallel to Grain (100,000 psi)	Average Maximum Compressive Strength (psi)	Average Modulus of Elasticity Parallel to Grain (100,000 psi)	Percent of Douglas-Fir Strength
Sitka Spruce	15%	12800	3200	2.00	3250	2.13	95%
	17%	14475	3620	2.18			
	19%	15000	3250	2.16			
	19%	11000	2750	1.59			
	22%	13200	3300	2.39			
	25%	13500	3380	2.35			
Birch	15%	22200	5500	2.73	4700	2.43	138%
	17%	15400	3850	2.12			
				2.43			
White Spruce	16%	16800	4200	2.31	4420	2.35	130%
	20%	10500	4630	2.39			
Douglas-Fir	17%	14400	3600		3410		100%
	20%	14700	3680				
	22%	11750	2940				

**MAXIMUM BENDING STRESS AND MODULUS OF ELASTICITY PERPENDICULAR TO GRAIN**

Wood Type	Moisture Content	Test Load (lbf.)	Maximum Bending Stress (psi)	Modulus of Elasticity Parallel to Grain (Million psi)	Average Maximum Bending Stress (psi)	Average Modulus of Elasticity Perpendicular to Grain (Million psi)	Percent of Douglas-Fir Strength
Sitka Spruce * (Less than Grade #1 not used in average)	14% 19% 30% 30%	1010 970 1060 590	5150 4950 5400 3000*	1.55 1.54 1.14 1.20	5200	1.41	95%
Birch	14% 16%	1700 1700	8650 8700	1.98 2.27	8700	2.13	158%
White Spruce (Both were less than Grade #1)	17% 20%	1110 1190	5650 6050	1.67 1.71	5900	1.69	107%
Douglas-Fir	20%	1070	5500	2.85	5500	2.85	100%

EXHIBIT D

## Chapter 15. Forest Products Preference.

Section	Section
10. Use of local forest products required in projects financed by public money	20. Insertion of clause in calls for bids and in contracts

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Collateral references. — 64 Am. Jur. §§ 2, 3, 7, 10, 18; 81A C.J.S., States, 2d, Public Works and Contracts, § 94. §§ 154, 158, 161.  
72 C.J.S. Supplement, Public Contracts,

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**Sec. 36.15.010.** Use of local forest products required in projects financed by public money. In a project financed by state money in which the use of timber, lumber, and manufactured lumber products is required, only timber, lumber, and manufactured lumber products originating in this state from local forests shall be used wherever practicable. (§ 14-3-1 ACLA 1949) See 1986 Amendment

**Sec. 36.15.020.** Insertion of clause in calls for bids and in contracts. A clause containing the substance of AS 36.15.010 shall be inserted in all calls for bids and in all contracts awarded. (§ 14-3-2 ACLA 1949)

## Chapter 20. Purchases and Supplies.

Section
10. Preference of producers or dealers in Alaska

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Collateral references. — 64 Am. Jur. §§ 2, 3, 7, 10, 18; 81A C.J.S., States, 2d, Public Works and Contracts, § 94. §§ 154, 158, 161.  
72 C.J.S. Supplement, Public Contracts,

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**Sec. 36.20.010.** Preference of producers or dealers in Alaska. In making purchases or awarding contracts for supplies, commodities or materials for an office or institution of this state preference shall be given, whenever practicable, to producers and dealers in the state, price and quality being equal. (§ 14-4-2 ACLA 1949)

**Cross references.** — As to preference for Alaska bidders under the Fiscal Procedures Act, see AS 37.05.230.



# LAWS OF ALASKA

1986

Source

HCS CSSB 57(Fin)

Chapter No.

16

## AN ACT

Relating to preferential use of Alaska agricultural or fisheries products; and providing for an effective date.

\* Section 1. AS 36 is amended by adding a new chapter to read:

### CHAPTER 16. PREFERENTIAL USE OF ALASKA AGRICULTURAL OR FISHERIES PRODUCTS.

Sec. 36.16.010. USE OF LOCAL AGRICULTURAL AND FISHERIES PRODUCTS REQUIRED IN PURCHASES WITH STATE MONEY. (a) When agricultural products are purchased using state money, only agricultural products harvested in this state shall be purchased whenever competitively priced, available, and of like quality compared with agricultural products harvested outside the state.

(b) When fisheries products are purchased using state money, only fisheries products harvested or processed within the jurisdiction of the state shall be purchased whenever competitively priced, available, and of like quality compared with fisheries products harvested or processed outside the jurisdiction of the state.

(c) As used in this section, "agricultural products" includes timber and lumber harvested in the state and products manufactured in the state from timber and lumber that has been harvested in the state.

Sec. 36.16.020. INSERTION OF CLAUSE IN CALLS FOR BIDS AND IN CONTRACTS. A clause containing the substance of the relevant subsection of AS 36.16.010 shall be inserted in all calls for bids and in all contracts awarded that involve agricultural or fisheries products.

\* Sec. 2. This Act takes effect immediately in accordance with AS 01.-10.070(c).

Approved by the Governor: April 23, 1986  
Actual Effective Date: April 24, 1986

EXHIBIT E



# Matanuska-Susitna Borough

BOX B, PALMER, ALASKA 99645 • PHONE 745-4801

DEPARTMENT OF PUBLIC WORKS

October 14, 1986

Valley Sawmill  
6231 Old Seward Hwy.  
Anchorage, Alaska 99518

Attention: Mark Stearns

Gentlemen:

As you requested, I am sending a copy of the Borough Attorney's review of the Alaska statute that deals with the use of wood products produced in Alaska on state funded projects. As I stated in our conversation, this is strictly a legal interpretation and is not necessarily the position being taken by the Matanuska-Susitna Borough. That is, we would very much encourage contractors to utilize materials produced within the State of Alaska but we don't feel that we have the legal, contractual power to require the purchase and utilization of Alaska wood products. This is especially true on projects that were bid prior to the adoption of this Alaska statute.

If I can be of further assistance, please don't hesitate to contact me.

Sincerely,

A handwritten signature in cursive script, appearing to read "C.J. Horner".

C.J. Horner  
Deputy Director of Buildings

CJH:nt  
Enclosure



# Matanuska-Susitna Borough

BOX B, PALMER, ALASKA 99645 • PHONE 745-9687

BOROUGH ATTORNEY'S OFFICE

August 11, 1986

## MEMORANDUM

TO: C. J. Horner, Deputy Director - Buildings  
Public Works Department

FROM: Michael Gatti, Deputy Borough Attorney *M. G.*

SUBJECT: July 15, 1986 Opinion Request

You have asked for a legal opinion on the operative effect of state Administrative Order 87, AS 36.15.010, 36.30.322 and 36.16.010 relating to use preferences for forest agricultural and fisheries products.

1. Administrative Order 87

Administrative Order 87 establishes a state preference policy to encourage the use of Alaskan products provided such products are competitively priced with similar products available outside the state. The order applies only to state agencies purchasing such products and requires a preference clause in all state contracts and invitations for bids. By its own terms, the order does not apply to local governments. Even if it did require local compliance, it is doubtful the governor could constitutionally invoke his executive power to unilaterally affect a local government by administrative order. This is so since the power of a local government is constitutionally vested in the assembly pursuant to Article X, sections 1, 2 and 4 of the Alaska Constitution.

2. AS 36.15.010, AS 36.18.010, AS 36.20.010 and AS 36.30.322

Each of the foregoing statutes provide a preference for state products or producers when the state government is involved in a procurement. AS 36.15.010 requires projects financed by state money to use timber, lumber or manufactured lumber products originating in-state to be used when practicable. AS 36.20.010 requires state offices or institutions to award contracts for supplies, commodities or materials to in-state producers and dealers if practicable and equal in price and quality with outside products.

AS 36.16.010 and 36.30.322 require agricultural and fisheries products purchased with state money to be purchased from state producers if they are of comparable price and quality to outside products. AS 36.30.326 requires state agencies to include the state preference for state products in-state procurements.

The statutes referenced above, by their own terms, do not apply to local governments because the language refers to state agencies using state money for procurements. While most of the statutes do not express the scope of their applicability AS 36.30.850 does. It provides that AS 36.30 et seq. does not apply to grants or to political subdivisions (local governments) of the state. In reviewing these preference statutes without an expression of the scope of their applicability, a court may apply AS 36.30.850 to those statutes with similar language in order to assist in its search for the legislature's intent. Because all the use preference statutes discussed herein contain language similar to AS 36.30 et seq. it is reasonable to assume that a court would hold the legislature intended them to be limited in the same manner as AS 36.30 et seq. Even if a court refused to extend the limitation by analogy, the use preferences by their own terms may be limited to state agencies using state money. The key to ascertaining the legislature's intent in this area is found in the language "state money." Since local governments receive money from the state in the form of grants, municipal assistance and revenue sharing is it all state money or is state money limited to that money used by the state for state projects? One answer is that state money is money used by the state for its own projects. This approach recognizes that money simply originating from the state and passed through to local governments loses its characterization as state money since the money has now been transformed into local money once accepted by the local government. This approach follows the generally accepted rule of statutory construction which provides that general words will be construed according to their plain meaning. The plain meaning of state money is money belonging to the state and not money belonging to a local government.

### 3. Commerce Clause

The use of preferences by a state raises constitutional issues involving the commerce clause. United States Constitution Article I, Sec. 3, Clause 8. The commerce clause provides congress with the "power to regulate commerce with foreign nations, and among the several states, and with the Indian tribes." Under the commerce clause, the federal government retains exclusive regulatory jurisdiction over subjects of commerce which are national in character and require uniformity of regulation. The states retain exclusive control over commerce which is completely internal. Where national uniformity is not essential or where state regulation only incidentally affects interstate commerce the state regulation may be upheld. To determine whether a state regulation affects interstate commerce

the competing demands of state and national interests must be balanced. In balancing state regulations affecting commerce a court will review such factors as whether a direct or indirect substantial burden is placed on interstate commerce, whether the regulation discriminates against interstate commerce, and whether the state is acting solely as a market participant or a market regulator.

In South-Central Timber v. Wunnicke, \_\_\_ U.S. \_\_\_, 81 L.Ed 2d 71, 104 S.Ct. \_\_\_\_\_ (1984) the U.S. Supreme Court reviewed an Alaska forest products use preference which required all contracts involving the sale of timber on state land to include a clause requiring the primary manufacture of the timber to take place in Alaska. The state's asserted purpose for the primary manufacture requirement was to protect industry, establish new industry, derive revenue and manage the state's forest. The state in defending against the challenge to the regulation argued a comparable federal policy for the removal of timber on federal lands established congressional intent to authorize similar state action, that it was solely a market participant, and that the regulation did not substantially burden interstate commerce. The supreme court rejected the state's claims and struck down the regulation holding the regulation to be a downstream restriction having a substantial regulatory effect on interstate commerce. The state, the court held, was not merely choosing its own trading partners but was attempting to govern the private, separate, economic relationships of its trading partners by restricting past purchase activity rather than merely purchasing activity.

South-Central Timber defines an area of permissible regulation in a states purchasing activity. If the state is solely a market participant, that is, an entity exercising its independent discretion as to parties with whom he will deal; the commerce clause does not limit the state's refusal to deal with particular parties when participating in the interstate market in goods.

In the instant case a court may hold that the state is solely involved in interstate commerce as a market participant since it does not control the flow of the goods once the contract is executed. The regulation is a pre-purchase condition which the state imposes as a condition of conducting business with it; the impact on interstate commerce may be only incidental and the state does not make the choice of disposition of goods for the other party to the contract. A regulation involving the foregoing condition may be upheld as a permissible state regulation.

MG:jr

# STATE OF ALASKA

## DEPARTMENT OF ADMINISTRATION

DIVISION OF GENERAL SERVICES AND SUPPLY

STEVE COWPER, GOVERNOR

POUCH C  
JUNEAU, ALASKA 99811

(907) 465-2250

March 12, 1987

C

The Honorable Mitch Abood  
Chairman, Senate State Affairs  
Alaska State Legislature  
P.O. Box V  
Juneau, AK 99811-3100

Dear Mr. Chairman:

Re: Lumber Bill

At the March 11, 1987, hearing on ~~SCR-157~~ the committee requested a copy of our latest lumber bill. Invitation to Bid #11627 is enclosed in draft. It references products available in Alaska. The enclosed memorandum from the Department of Natural Resources advises that western hemlock is an Alaskan wood. Preferences for Alaskan timber products are also stated. Since this bid is still in draft, it should not be released to the public. We expect to distribute it later this week.

At the end of the hearing, Mr. Greg Bell provided a copy of an invitation to bid which specified a non-Alaskan wood product. That bid was cancelled February 25, 1987, prior to opening, so the specifications could be revised.

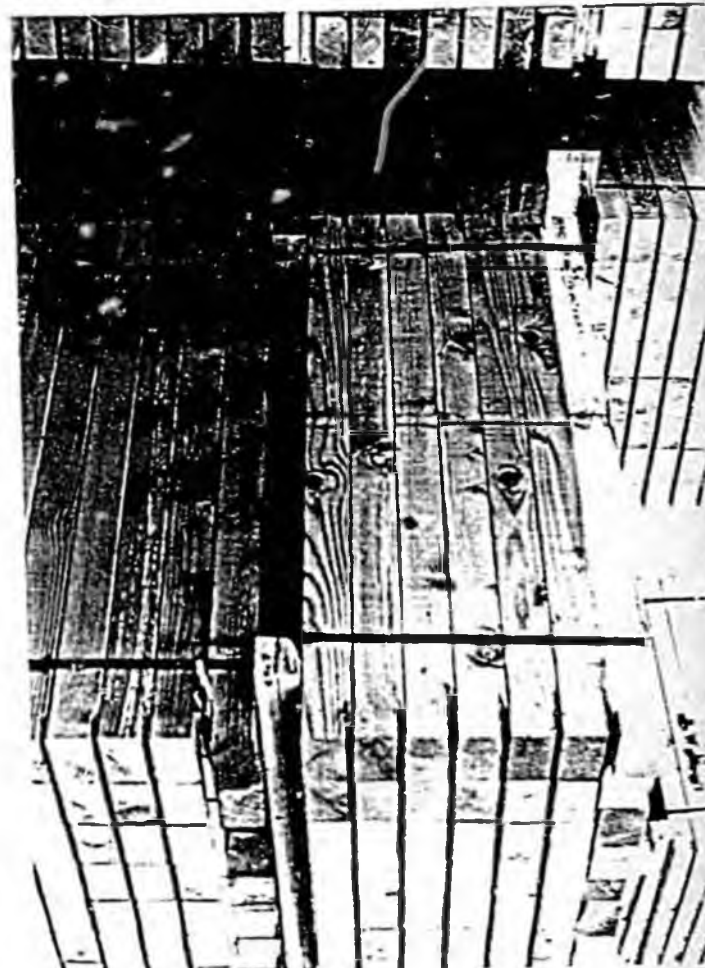
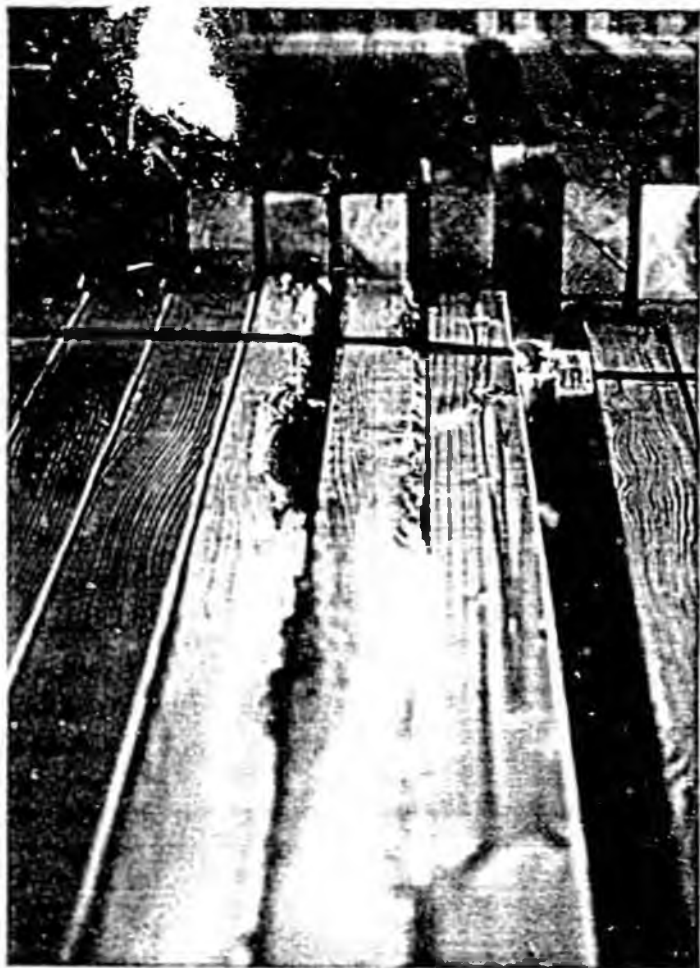
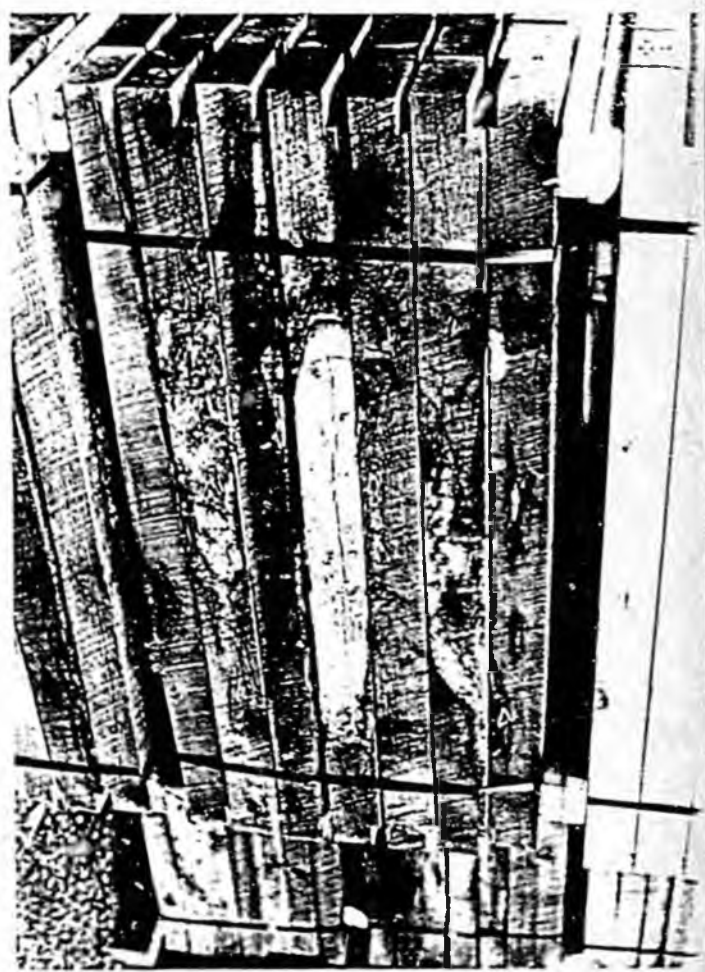
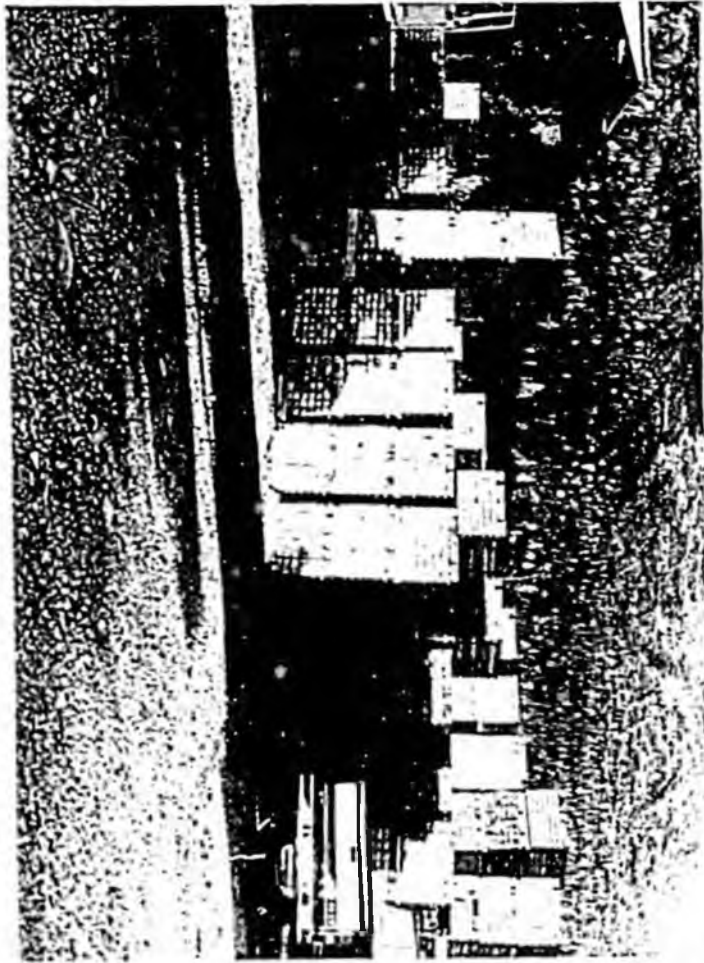
Sincerely,

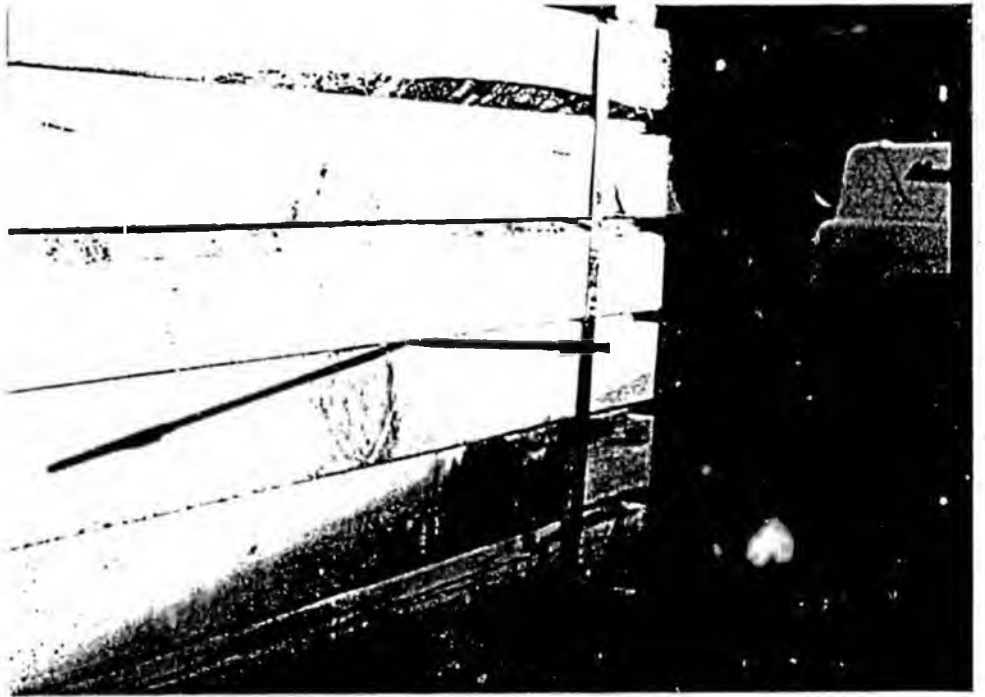
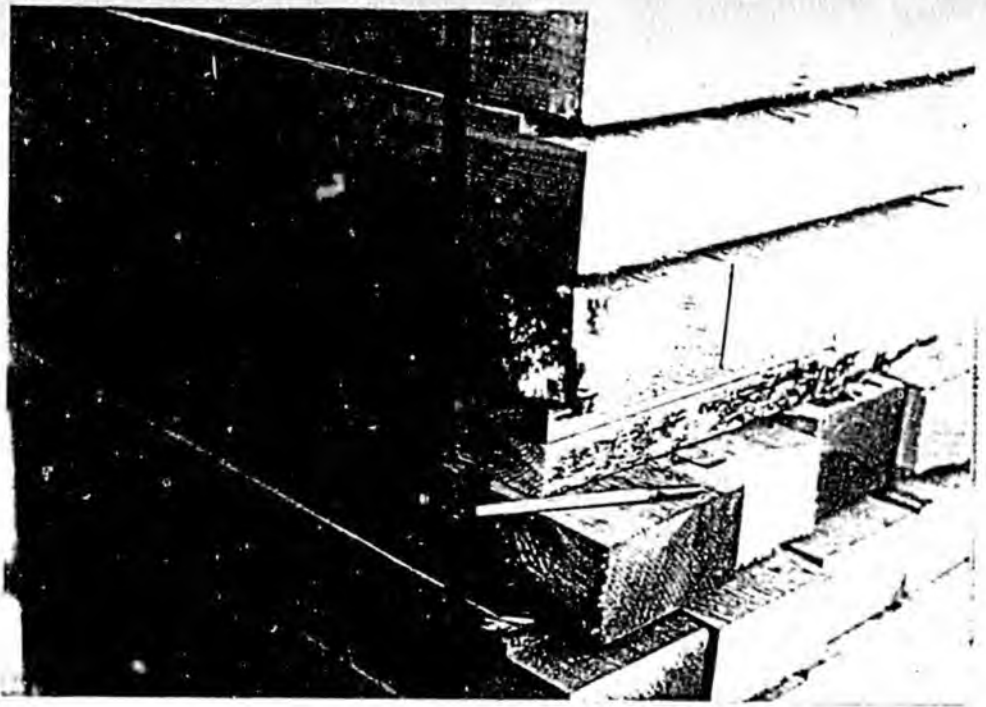


Robert J. Link  
Director

RJL/dkk  
9/11D1/0312-17  
Enclosures  
cc: Michael P. McMullen  
Special Assistant to the  
Commissioner  
Department of Administration

RECEIVED  
MAR 13 1987





BILL SHEFFIELD, GOVERNOR

**DEPARTMENT OF NATURAL RESOURCES**

**DIVISION OF FORESTRY**

PO BOX 7-005  
ANCHORAGE ALASKA 99510  
PHONE (907) 561-2020

October 9, 1986

Mr. John J. Simpson, Director  
Engineering and Operations  
Standards Division  
Department of Transportation and  
Public Facilities  
P.O. Box 2  
Juneau, AK 99811

Dear Mr. Simpson:

We recently acquired a copy of DOT's Standard Specifications for Highway Construction and noted with interest the chance to provide greater opportunities for the use of Alaska wood provided by the language in 506-2.01 and the requirement of 713-2.01. The current language of 506-2.01 specifically mentions the tree species of Douglas-fir and western larch and the lumber species combinations of Southern Pine and Hem-Fir. A couple of clarifications are needed here. Lumber is graded and sold in standard species combinations or as individual species. Western larch is graded and sold with Douglas-fir in the species combination Douglas-fir-Larch. Southern Pine is a species combination of four of the southern yellow pines. Hem-Fir is a species combination which includes the species Pacific silver fir, noble fir, grand fir, California red fir, white fir and western hemlock. Design values for these species combinations are determined from samples of all of the species in the combination. Thus western hemlock's strength characteristics are diluted or masked when it is a part of the Hem-Fir combination. Western hemlock, a species of which Alaska has a very large volume, has design values superior to Hem-Fir in every instance!

Western hemlock is also graded and marketed as an individual species. Consequently, western hemlock could be specified in paragraph 506-2.01, along with the correct species combinations of Douglas-fir-Larch, Southern Pine, and Hem-Fir and thereby provide an opportunity for the Alaska producer to meet bridge timber specs! The Alaska producer is at present either excluded outright, discouraged from trying to meet the specs, or discriminated against since his western hemlock strength is only allowed the design values of the Hem-Fir.

We urge you to add the species western hemlock to the species identified for bridge construction in 506-2.01.

Attached is a comparative listing of the design values for some species combinations for your personal use and consideration. Note that mountain hemlock is also graded and marketed individually and that its design values exceed Hem-Fir in 4 of 6 instances. It also grows in Alaska. Sitka spruce

has the highest strength to weight ratio of any American wood and its design values equal or exceed Hem-Fir in 3 of 6 instances, are only slightly under in 2 of 6, and below in 1 of 6.

We believe that with a little realism, determination, and careful design the market for Alaska wood in Alaska projects can be significantly enlarged.

Let us hear from you. Can't we improve the specs for the benefit of Alaska?

Sincerely,

GEORGE K. HOLLETT  
Acting State Forester

cc: Thyas Shaub, Office of Forest Products, DCED  
Ron Gelbrich, Wrangell Forest Products  
Tommy Heinrich, Central Region, DOT/PF

INVITATION TO BID

INVITATION NUMBER  
11627

RETURN THIS BID TO:

State of Alaska  
Division of General Services and Supply  
P.O. Box C (MS 0210)  
Juneau, Alaska 99811

**DRAFT**

THIS IS NOT AN ORDER

DATE ITB ISSUED: \_\_\_\_\_

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SEALED BIDS WILL BE RECEIVED IN SINGLE COPY AT THE ABOVE ADDRESS UNTIL 1:30 P.M. ON \_\_\_\_\_ AT WHICH TIME THEY WILL BE PUBLICLY OPENED.

ITEMS ARE FOR DELIVERY TO: DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES, MAINTENANCE AND OPERATIONS AT STERLING LANDING, (KUSKOKWIM RIVER), MCGRATH, NOME, & SHELDON POINT, ALASKA.

DELIVERY DESIRED AT FINAL DESTINATION: NO LATER THAN JUNE 30, 1987.  
F.O.B.: FINAL DESTINATION

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BID TITLE: PURCHASE OF TREATED AND UNTREATED LUMBER AND NAILS FOR THE DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES, MAINTENANCE AND OPERATIONS, AT STERLING LANDING (KUSKOKWIM RIVER), MCGRATH NOME, AND SHELDON POINT, ALASKA.

\*\*\*\* IT IS NOT NECESSARY TO RETURN THIS FORM IF YOU DO NOT WISH TO BID. \*\*\*\*

BIDDER'S NOTICE: By signature on this form, the bidder certifies that he/she is complying with (1) the laws of the State of Alaska; (2) the applicable portion of the Federal Civil Rights Act of 1964; (3) the Equal Employment Opportunity Act and the regulations issued thereunder by the State and Federal Government; and (4) all terms and conditions set out in this Invitation to Bid. If any bidder fails to comply with (1) through (4) of this paragraph, the State reserves the right to disregard the bid, terminate the contract, or consider the contractor in default.

REJECTION OF BIDS: A bid will be rejected when the bid contains a material alteration or erasure which is not initialed by the signer of the bid.

=====		
	PAGE 1 OF 5 PAGES PLUS i&i	INDICATE IF YOU QUALIFY FOR THE ALASKA BIDDER'S PREFERENCE: ___YES___NO
----- David Sekstrom CONTRACTING OFFICER	----- COMPANY SUBMITTING BID	
TELEPHONE NUMBER (907) 465-2253	----- AUTHORIZED SIGNATURE	----- ALASKA BUSINESS LICENSE NUMBER
TELEX NUMBER (099) 46-308	----- PRINTED NAME	----- TELEPHONE
REV 10/24/86	----- DATE	

FOR PURCHASES AND SUPPLY CONTRACTS  
INSTRUCTIONS TO BIDDERS

**DRAFT**

1. Samples of items, when required, must be furnished at no cost to the State. On request, samples will be returned at the bidder's expense provided they were not consumed in testing.
2. Prices are to be stated in the units of issue in this invitation. Prices quoted shall be in U.S. funds and include applicable federal duty, brokerage fees, packaging, and transportation cost to the f.o.b. point so that upon transfer of title, the commodity can be utilized without further cost.
3. Unless otherwise stated in the invitation to Bid, the following terms and conditions will apply. Time of proposed delivery must be stated in definite terms if different from that indicated by the State. Bidder's exception to the stated delivery time may cause the bid offer to be considered nonresponsive by the State. If time varies for different items, the bidder shall so state. Delivery date is defined as the date upon which delivery is required at the destination specified in the bid invitation.
4. If the item bid upon has a trade name or brand, bidder should state such trade name or brand and model number in the bid.
5. All bids shall be submitted exclusive of federal, State, and local taxes. However, if the bidder believes that certain taxes are properly payable by the State, they may list such taxes separately, in each case directly below the bid price for the affected item. The State is exempt from Federal Excise Tax under Registration No. 92-73-0006-K.
6. Bidders are requested to carefully review this invitation, without delay, for defects and questionable or objectionable matter. Questions, objections or comments should be made in writing and received by the purchasing authority no later than ten (10) days prior to bid opening, so that any necessary amendments may be published and distributed to bidders to prevent the opening of a defective bid upon which award cannot be made, but which will result in the exposure of bidders' prices. Bidders' protests based upon any omissions, or errors, or the content of the invitation to Bid will be disallowed if not made known prior to the bid opening.
7. An aggrieved bidder responding to a competitive bid may appeal to the Department of Administration, Office of the Commissioner, or the office of the Division of General Services & Supply which issued the bid, for a hearing. A bidder requesting a hearing shall: (1) submit an appeal in writing within five (5) days of date of abstract, Saturdays, Sundays and other legal holidays excluded; (2) explain in detail all of the reasons for the appeal and (3) send a copy of the appeal to all interested parties, including all other bidders.
8. Bidders are instructed to use this and attached forms in submitting bids. A photocopied bid may be submitted.
9. Directions for submitting bids: Envelopes containing bids must be sealed, marked, and addressed as shown in the example below. Do not put the bid number and opening date on the envelope if you are requesting bid information. Envelopes with bid numbers referenced will not be opened until the scheduled date and time.

Bidder's Return Address

Department of Administration  
Division of General Services & Supply  
P.O. Box C  
Juneau, AK 99811-0210

Bid No.: \_\_\_\_\_

Opening Date: \_\_\_\_\_

**CONDITIONS**

1. Any offer and acceptance resulting from this invitation to Bid shall be expressly limited to the terms and conditions as shown on this form and its attachments.
2. Bidders must submit with their bid: bid bonds, descriptive product literature, samples and drawings as required. Failure to include these items will cause the State to reject the bid as nonresponsive.  
  
Prior to bid award, the lowest responsive bidder must submit satisfactory evidence of workers' compensation and liability insurance, surety deposits, performance bonds and any other documents required by the State. Failure to supply these documents within the time required will cause the State to declare the bidder nonresponsive and to reject the bid.
3. Unless otherwise specified, all materials, supplies or equipment offered by a bidder shall be new, unused, of recent manufacture, and suitable for the manufacturer's intended purpose.
4. It is the sole responsibility of the bidder to ensure that their bid and any pertinent amendments are in the issuing office of the Division of General Services & Supply prior to the scheduled bid opening time. Formal bids will be rejected if not received at the issuing office prior to the time set for opening.  
  
If there is any doubt that your bid or amendments will be received timely, you must provide written notice to the specified office prior to bid opening time that your bid is in the mail. This will reserve your right to have your bid read when it is received provided there is evidence from the U.S. Postal Service, on the face of the envelope containing your bid, that your bid was in the hands of the U.S. Postal Service no later than the a.m. of the day of bid opening and provided that your bid is received at the issuing office of the Division of General Services & Supply within seven (7) calendar days of the date of opening. Do not include prices in the notice.  
  
The State reserves the right to reject any late bid for which the circumstances of bid opening times in concert with time zone changes could have made it possible for the bidder to obtain bid prices after the bid opening time and yet still comply with the requirements stipulated above.
5. The State reserves the right to reject any and all bids, to waive minor deviations from the specifications, and to waive any informality in bids received, whenever such rejection or waiver is in the best interest of the State, and unless otherwise specified by the bidder, to accept any items in the bid. A bid may be rejected when: (1) the bidder is in arrears on taxes due the State; (2) the bidder has failed to perform satisfactorily on a previous contract with the State or is not in a position to perform the contract; and (3) the bidder has failed to use this bid form. A bid will be rejected when the bidder fails to sign the bid or makes a material change in the specifications or terms or conditions of the invitation to Bid.

6. Where the description of an item includes both specifications and a brand name and number, the specifications will govern in case of conflict. Brand name and number are for reference as to the type and quality required and do not preclude offers of a comparable or better product, provided full specifications and descriptive literature are provided. Failure to provide such literature with the order may be cause to reject the offer.
7. In case of error in the extension of prices in the bid, the unit prices will govern; in a lot bid, the lot prices will govern.
8. In each instance assignment of contractor subcontracts shall not be permitted unless authorized in advance by the Department of Administration, State of Alaska.
9. For the purpose of award, offers made in accordance with this Invitation to Bid shall be good and firm for a period of ninety (90) days from the date of bid opening unless the bidder specifically limits their offer to a shorter period by written notification on the bid documents. However, bids so modified may be declared nonresponsive.
10. Unless otherwise provided in the Invitation to Bid the successful bidder/contractor agrees: (1) that any holding over of the contract excluding any exercised renewal options, shall be considered as a month-to-month extension, and all other terms and conditions shall remain in full force and effect and (2) both the State and the contractor agree to provide written notice to the other party of their intent to cancel such month-to-month extension at least thirty (30) days prior to the desired date of cancellation.
11. In case of default of the contract, for any reason whatever, the State of Alaska may procure the articles from another source and hold the contractor responsible for any excess cost occasioned thereby.
12. The State shall not be liable for any costs incurred by the bidder in bid preparation.
13. The contractor will indemnify, save harmless and defend the State, its officers, agents and employees from any and all claims or actions for injuries or damages sustained by any person or property arising directly or indirectly from the contractor's performance of this contract; however, this provision has no effect, if, but only if, the sole proximate cause of the injury or damage is the State's negligence.
14. Time, in connection with payment discount offered, shall be computed from date of the delivery of the material at destination when final inspection and acceptance are at this point, or from date correct bill or invoice is received, whichever is later.
15. An officer or employee of the State of Alaska may not seek to acquire, be a party to, or possess a financial interest in, this contract if (A) the officer or employee is an employee of the administrative unit that supervises the award of this contract; or (B) the employee has the power to take or withhold official action so as to affect the award or execution of the contract.
16. Unless otherwise stated in the Invitation to Bid the term "final destination" is defined as the unloading ramp or unloading point at the receiving station. Unless otherwise stated in the Invitation to Bid, the successful bidder shall prepay the necessary charge to cause his agent, or the common carrier, to off-load the goods from the delivering vehicle and place them on the unloading ramp or unloading point at final destination, free of any further charges.
17. Due to high administrative cost associated with processing of purchase orders, a single low bid of \$50 or less may, at the discretion of the State, be awarded to the next low bidder receiving other awards for consolidation purposes. This paragraph is not subject to the protest terms enumerated in instruction no. 7 above.
18. Disputes: Any dispute arising out of this agreement shall be resolved under the laws of Alaska. Any appeal of an administrative order and any original action to enforce any provision of this agreement or to obtain any relief from or remedy in connection with this agreement may be brought only in the superior court for the First Judicial District of Alaska.
19. Preferential use of Alaska agricultural or fisheries products: Agricultural, seafood and timber products harvested in the state or within the jurisdiction of the state will be given a purchasing preference over products harvested or processed out of the state of Alaska whenever competitively priced, available and of like quality. Tie bids will be awarded to the low responsive bidder offering a product harvested or processed within the state of Alaska or within the jurisdiction of the State.
20. 5% Alaska bidder preference (Alaska Statute 37.05.230): A bid shall be awarded to an Alaska bidder if his/her bid is not more than five percent (5%) higher than the lowest nonresident's bid. An Alaska bidder is defined as one who: (1) holds a current Alaska business license (business license number must be shown in space provided on first page of the bid); (b) submits a bid for goods or services under the name as appearing on the person's current Alaska business license; (c) has maintained a place of business in the state for a period of six (6) months immediately preceding the date of this bid; and effective August 29, 1985, (d) if a joint venture, is composed entirely of parties that qualify under this paragraph.

Check the box on the front page of the bid which indicates your eligibility.

21. Bidder's notice: By signature on this form, the bidder certifies that he/she is complying with (1) the laws of the State of Alaska; (2) the applicable portion of the Federal Civil Rights Act of 1964; (3) the Equal Employment Opportunity Act and the regulations issued thereunder by the State and Federal Government; and (4) all terms and conditions set out in this Invitation to Bid. If any bidder fails to comply with (1) through (4) of this paragraph, the State reserves the right to disregard the bid, terminate the contract, or consider the contractor in default.

**PAYMENT FOR STATE PURCHASES:** Payment for agreements under \$500,000, for the undisputed purchase of goods or services provided to a state agency, will be made within 30 days of the receipt of a proper billing or the delivery of the goods or services to the location(s) specified in the agreement, whichever is later. A late payment is subject to 1.5% interest per month on the unpaid balance. Interest will not be paid if there is a dispute or if there is an agreement which establishes a lower interest rate or precludes the charging of interest.

**PREFERENTIAL USE OF ALASKAN AGRICULTURAL, TIMBER, OR FISHERIES PRODUCTS:** Agricultural, timber, and fisheries products harvested in the State of Alaska or within the jurisdiction of the state will be given a purchasing preference over products harvested or processed outside the state when the Alaskan products are available, of like quality, and competitively priced. Tie bids will be awarded by line item to the low responsive bidder offering a product harvested or processed in the state or within the jurisdiction of the state.

Bidders must indicate in the space provided under Bid Schedule whether the item bid is an Alaskan agricultural, timber, or fisheries product. Failure to make an entry in the space provided will cause the state to consider the product as being harvested or processed outside the State of Alaska.

**DELIVERY:** Delivery at Final Destination is required prior to June 30, 1987.

**FINAL DESTINATION:** Final Destination will be either Sterling Landing (on the Kuskokwim River near McGrath), Nome, or Sheldon Point, Alaska as indicated in the Bid Schedule.

**AWARD:** Award will be made by line item to the lowest responsible bidder.

#### SPECIFICATIONS FOR TREATED LUMBER

1. Lumber specified in items numbered 3 through 6 and 9 through 12 of this Invitation to Bid, will be pressure treated, Western Hemlock or equivalent, structural grade #2 or better, S4S2E., kiln dried before treatment and air dried after treatment, incised. Treated with CCA or equivalent in accordance with the latest standards of AWPB-LP22, minimum retention of 0.60 lbs. per cubic foot.

2. Lumber specified in items numbered 15. and 16. of this Invitation to Bid, will be pressure treated, Western Hemlock, structural grade #2 or better, S4S, kiln dried prior to treatment and air dried after treatment. Treatment will be in accordance with latest standards of AWPB C-2-82, LP-22 for CCA treatment or equivalent. Minimum net retention required is .40 lbs per cubic foot.

**DRAFT**

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BID SCHEDULE

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ITEM NO.	QTY.	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
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ITEMS # 1. and 2.

Note: Final Destination for items 1 and 2 will be:

Department of Transportation and Public Facilities  
 Western District - Maintenance and Operations  
 Nome, Alaska 99762

**DRAFT**

- |    |     |      |  |         |         |
|----|-----|------|--|---------|---------|
| 1. | 112 | ea.  | 3" x 12" x 18' rough cut Spruce, or equivalent, planks, air dried for bridge decking.                | \$_____ | \$_____ |
|    |     |      | Lumber offered is an Alaska timber product? yes <input type="checkbox"/> no <input type="checkbox"/> |         |         |
| 2. | 300 | lbs. | 60d Spikes, Domestic, 6" long, diamond point, flathead, galvanized, in 50 lb boxes.                  | \$_____ | \$_____ |

ITEMS # 3. through 8.

Note: Final Destination for items # 3. through 8. will be:

Department of Transportation and Public Facilities  
 Central Region - Maintenance and Operations  
 Sterling Landing - (Kuskokwim River)  
 McGrath, Alaska 99627

Shipment must have a sidemark indicating the following:

Independence Creek Bridge,  
 Sterling Landing  
 Notify: Lee Chamberlain, 524-3241, on barge arrival.

- |    |    |     |  |         |         |
|----|----|-----|--|---------|---------|
| 3. | 50 | ea. | 3" x 12" x 12' pressure treated Cross Planks. See Specification # 1.                                 | \$_____ | \$_____ |
|    |    |     | Lumber offered is an Alaska timber product? yes <input type="checkbox"/> no <input type="checkbox"/> |         |         |
| 4. | 20 | ea. | 2" x 12" x 16' pressure treated Running Planks. See Specification # 1.                               | \$_____ | \$_____ |
|    |    |     | Lumber offered is an Alaska timber product? yes <input type="checkbox"/> no <input type="checkbox"/> |         |         |
| 5. | 6  | ea. | 6" x 6" x 16' pressure treated Bull Rail. See Specification # 1.                                     | \$_____ | \$_____ |
|    |    |     | Lumber offered is an Alaska timber product? yes <input type="checkbox"/> no <input type="checkbox"/> |         |         |
| 6. | 20 | ea. | 3" x 6" x 16' pressure treated Girder Rails. See Specification # 1.                                  | \$_____ | \$_____ |
|    |    |     | Lumber offered is an Alaska timber product? yes <input type="checkbox"/> no <input type="checkbox"/> |         |         |

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BID SCHEDULE

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ITEM NO.	QTY.	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
7.	100	lb.	60d Spikes, Domestic, 6" long, diamond point, flathead, galvanized in 50 lb. boxes.	\$_____	\$_____
8.	50	lb	20d Spikes, Domestic, 4" long, diamond point, flathead, galvanized, in 50 lb. boxes.	\$_____	\$_____

ITEMS # 9. through 14.

Note: Final Destination for items # 9. through 14. will be:

Department of Transportation and Public Facilities  
 Central Region - Maintenance and Operations  
 Sterling Landing - (Kuskokwim River)  
 McGrath, Alaska 99627

Shipment must have a sidemark indicating the following:

Takotna River Bridge,  
 Sterling Landing  
 Notify: Lee Chamberlain, 524-3241, on barge arrival.

9.	255	ea.	3" x 12" x 12' pressure treated Cross Planks. See Specification # 1.	\$_____	\$_____
			Lumber offered is an Alaska timber product? yes <input type="checkbox"/> no <input type="checkbox"/>		
10.	100	ea.	2" x 12" x 16' pressure treated Running Planks. See Specification # 1.	\$_____	\$_____
			Lumber offered is an Alaska timber product? yes <input type="checkbox"/> no <input type="checkbox"/>		
11.	32	ea.	6" x 16" x 16' pressure treated Bull Rail. See Specification # 1.	\$_____	\$_____
			Lumber offered is an Alaska timber product? yes <input type="checkbox"/> no <input type="checkbox"/>		
12.	20	ea.	3" x 12" x 16' pressure treated Girder Rails. See Specification # 1.	\$_____	\$_____
			Lumber offered is an Alaska timber product? yes <input type="checkbox"/> no <input type="checkbox"/>		
13.	300	lb.	60d Spikes, Domestic, 6" long, diamond point, flathead, galvanized in 50 lb. boxes.	\$_____	\$_____
14.	100	lb	20d Spikes, Domestic, 4" long, diamond point, flathead, galvanized, in 50 lb. boxes.	\$_____	\$_____

=====

BID SCHEDULE

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ITEM NO.	QTY.	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
----------	------	------	-------------	------------	----------------

=====

ITEMS 15. and 16.

Note: Final Destination for items # 15. and 16. will be:

Department of Transportation and Public Facilities  
 Local Service Roads and Trails  
 Sheldon Point, Alaska 99666

Bundles must be marked on three (3) sides in high contrast paint:

Department of Transportation and Public Facilities  
 Local Service Roads and Trails  
 Sheldon Point, Alaska 99666

Notify: Savior Joseph, phone: 498-4226 (work) or 498-4937 (home).

15.	14	ea.	Bundles 2" x 6" x 8' pressure treated boards, 128 pieces per bundle. See Specification # 2.	\$_____	\$_____
-----	----	-----	---	---------	---------

Lumber offered is an Alaska timber product? yes  no

16.	450	lb	20d Spikes, Domestic, 4" long, diamond point, flathead, galvanized, in 50 lb. boxes.	\$_____	\$_____
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DRAFT

FOR STATE USE ONLY: This Invitation to Bid covers PR's #25-176-87; 25-197-87; 25-259-87.

SCR

27



STATE OF ALASKA 1987 LEGISLATIVE SESSION  
FISCAL NOTE

Bill Version : SCR-27  
Publish Date : \_\_\_\_\_

REQUEST: \_\_\_\_\_

Revision Date: \_\_\_\_\_  
Title : ... preservation of historical school buildings...  
Sponsor : Senator Josephson  
Requestor : Senate State Affairs

Agency Affected : Education  
BRU : Education Finance and Support Services  
Components : Facilities

EXPENDITURES/REVENUES: (Thousands of Dollars)

OPERATING	FY 87	FY 88	FY 89	FY 90	FY 91	FY 92
PERSONAL SERVICES						
TRAVEL						
CONTRACTUAL						
SUPPLIES						
EQUIPMENT						
LAND & STRUCTURES						
GRANTS, CLAIMS						
MISCELLANEOUS						
TOTAL OPERATING		0	0	0	0	0

CAPITAL						
---------	--	--	--	--	--	--

REVENUE						
---------	--	--	--	--	--	--

FUNDING: (Thousands of Dollars)

GENERAL FUND		0	0	0	0	0
FEDERAL FUNDS						
OTHER						
TOTAL						

POSITIONS:

FULL-TIME						
PART-TIME						
TEMPORARY						

ANALYSIS : (Attach a separate page if necessary)

This bill has no fiscal impact on this department.

Prepared by : Steve Hole  
Division : Commissioner's Office

Phone : 465-2800  
Date : April 30, 1987

Approved by Commissioner : William G. Demmert  
Agency : Education

Date : April 30, 1987

Distribution (by preparer):  
Legislative Finance  
Legislative Sponsor  
Requestor  
Office of Management and Budget  
Impacted Agency(ies)  
Senate Secretary

# STATE OF ALASKA

STEVE COWPER, GOVERNOR

## DEPARTMENT OF NATURAL RESOURCES

### DIVISION OF PARKS AND OUTDOOR RECREATION

3601 C STREET  
ANCHORAGE, ALASKA 99503  
PHONE: (907) 561-2020

MAILING ADDRESS:  
P.O. BOX 107001  
ANCHORAGE, ALASKA 99510-7001

May 1, 1987

Re: 3140-3 (Completing National Register Nomination Forms)

Senator Joe Josephson  
Attn: Rosemary Karish  
Alaska State Senate  
P.O. Box V  
Capital Building, Room 113  
Juneau, Alaska 99811

Dear Senator Josephson:

Thank you for your interest in listing your property in the National Register of Historic Places. If accepted for the Register your property will be one of several thousand to receive this national recognition.

Significant heritage properties are listed in the National Register through a process that begins with owner's consent. After reading the enclosed owner's consent form, please sign it, have it notarized, and return it to this office. If you wish to list a property that you do not own, you must get the owner's signature before the property may be listed in the Register. Listing can not proceed without owner's consent.

The actual listing of your property in the National Register is done by nomination. Buildings, structures, objects and sites are eligible for the Register. You can nominate your own property to the Register by filling out the enclosed nomination form, or, you may have someone else complete the form for you. The complete nomination will include the nomination form, a sketch showing the plan of your property, clear black and white photographs, and a map showing its location.

The finished form undergoes two reviews after it arrives in this office. The Governor's Historic Sites Advisory Committee reviews all nomination forms for Alaska before they are sent to the Keeper of the National Register in Washington, D.C. The staff of the Keeper also reviews completed nomination forms and makes the final decision before the property can be listed in the National Register. Once listed, the nomination becomes part of a permanent, national archive. This resource is consulted by historians, planners, architects, educators and decision makers who need accurate information in their work. It is very important that your writing be clear, that statements of fact are adequately documented and references are cited for any quotations

May 1, 1987

Page 2 -

used. You are not only writing the story of your property, you are writing history. Writing a nomination that passes two formal reviews and is listed in the National Register without being returned with questions depends on the quality of information in the nomination form.

Please take a little time to familiarize yourself with the attached instructions for filling out the nomination form. The first thing to become familiar with are the Criteria for Evaluation. Properties eligible for the Register (districts, sites, structures, buildings, objects) must possess integrity of location, design, setting, materials, workmanship, feeling and association and:

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

Select one or more of the Criteria that you feel best describes your property and plan to tell why your property should be nominated to the National Register based on that Criteria.

Two important steps follow after selecting the Criteria. First, the property should be inspected and evaluated for authenticity and integrity. Second, results of literature research and field investigation should be recorded on the nomination form. In the case of a building (or buildings), look for proof of how much remains of the original structure(s), whether it has been relocated, and how much it may have been changed or rebuilt. There is no single, correct way to write a Physical Description (Item 7); you may prefer to start at the foundation and work your way up to the roof by describing the materials used, changes made (and approximate dates), and condition of the material today. If the building is on pilings this should be noted, dimensions should be given for the structure's length, width and height, its plan should be described (square, rectangular, "H", "T" shape, etc., the number of floors and type of roof should also be described, if siding was used on the exterior walls its type size and color should be noted, location and arrangement of windows and doors should also be detailed. The uses of the building (if it has had several), moves and other modifications may be described in additional paragraphs.

May 1, 1987

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The Statement of Significance (Item 8) should be written as though reviewers and people who may read the finished nomination have no knowledge of the property or why it is important. Develop the Statement of Significance in local, state or national history. Alaskan Territorial and State history, like most western states', is so new that many early settlers and citizens who helped found our cities played major roles in this history. The story of their homes and businesses are often the first chapter of town and city history. Alaska Native history is also rich in material, as are other periods of our history (Russian Colonial, Gold Rush, and Military). Research for the Register may include the following sources:

- University, or local museums
- Alaska Historical Library in Juneau, local libraries, University of Alaska Libraries
- Interviews with old-time residents and elders of a community
- Local newspapers
- Land office records

With experience you will discover that the most frequently consulted historical sources are periodicals, newspapers, memoirs, military reports, U.S. Geological Survey bulletins, business annual reports, maps, and family photographs. Other useful sources include records of the town, land offices, courts, district recorder offices, the Bureau of Indian Affairs, Bureau of Land Management, and the State Division of Lands. Town records may include early photographs, tax records, fire insurance maps, etc. Early fire insurance maps (Sanborn Maps) will indicate the location and shape of insured buildings, sometimes include detailed architectural descriptions and can be found in University Libraries. The records of the borough or city tax assessor will be useful in tracing the history of ownership of historic properties. Court records include deeds, wills, inventories, marriage records, early tax records, bankruptcy papers, plats, etc.

A legal description of the property on which the historical structure is located is necessary. In the case of towns, block and lot numbers will suffice. If the land is patented, the year when the patent was issued, the patent number and amount of acreage will be needed. In the case of unpatented mining properties, examine the records of the district recorder's office, which will include a description of the boundaries of the mining claim.

The property should also be examined as it stands today. Each structure should be photographed with black and white film on all sides and photos should be taken of any character-defining features (staircases, display cabinets, ornate interior moldings, and other special features that give the structure character.) Prints submitted with the nomination should be 5" x 7"


May 1, 1987  
Page 4 -

or larger; please send two copies of each print. Copies of historical photographs showing the structure are very useful to document its history; two copies are preferred as one is sent to Washington with the nomination and the second remains in this office's files. The location of buildings and other structures should be marked, in pencil, on a United State Geological Survey map, a one-inch-to-the-mile, map is preferred. Floor plans of structures should be prepared, indicating the location of windows, doors, porches, stairs, and the dimensions of the structure. An architect does not have to prepare the plans, an informal sketch that has this information on it will suffice.

It is a good idea to submit a draft of the nomination, with photographs, sketches and maps, so one of my staff can work with you if polishing is needed. The completed nomination not only expands historical knowledge about Alaska, but it also provides the basis for protection of significant properties by law. Please do not hesitate to call Jo Antonson at 762-4142 if you have questions or if we can help you in your research.

Sincerely,

Neil C. Johannsen  
Director

  
By: Judith E. Bittner  
State Historic Preservation Officer

enclosures

PWC:cls

STATE

STEVE COWPER, GOVERNOR

**DEPARTMENT OF NATURAL RESOURCES**

**DIVISION OF PARKS AND OUTDOOR RECREATION**

May 1, 1987

Re: 3140-3 (Historic Preservation in Alaska)

3601 C STREET  
ANCHORAGE, ALASKA 99503  
PHONE: (907) 561-2020

MAILING ADDRESS:  
PO. BOX 107001  
ANCHORAGE, ALASKA 99510-7001

Senator Joe Josephson  
Attn: Rosemary Karish  
Alaska State Senate  
P.O. Box V  
Capital Building, Room 113  
Juneau, Alaska 99811

Dear Senator Josephson:

I would like to take this opportunity to describe the Alaska historic preservation program and explain how it functions. This office (the Office of History and Archaeology) is a section of the Alaska Division of Parks and Outdoor Recreation. The functions of our office are mandated under the National Historic Preservation Act and the Alaska Historic Preservation Act. Our primary activities involve nominating, and assisting others to nominate, sites to the National Register of Historic Places. The National Register is the federal government's official list of historic and prehistoric properties recognized by the federal government as worthy of preservation. Before listing in the Register can take place, owner's consent must be given.

There are several benefits which apply to a listed property:

1. Listing on the Register means that a property is accorded proper recognition nationwide for its significance in American history or prehistory.
2. There are certain tax benefits which apply to income-producing Register sites, including a 25% investment tax credit on the cost of approved rehabilitation work and 18-year depreciation of 87.5%. These, and other tax benefits, run with the property and may be transferable to a new owner.
3. Listed properties are automatically eligible for matching grants from the federal government that can be used for rehabilitation and restoration purposes. During FY'83 Alaska received nearly \$400,000 in such grant funds. However, the program has not been funded since, and prospects do not look good for such monies to be authorized by Congress for FY'87.
4. Listed properties, or those eligible for listing, are protected by a review process (established under Section 106 of the NHPA) when proposed for impact by a federally funded, licensed, or otherwise federally assisted project. Please note that neither properties

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listed in nor properties eligible for the Register, or modifications to the latter, are the subject of this review. The subject of the review process is the federal project and its impact; the review is designed to take place while the project is still in the planning stage. Its purpose is to avoid, if at all possible, damaging or destroying significant heritage properties by seeking alternative designs, locations, etc. The review is conducted by the lead federal agency in consultation with the State Historic Preservation Officer and the Advisory Council on Historic Preservation (a federal agency).

In summary, listing a property on the Register does not place limitations on the property. Certain responsibilities are involved, however. If a property owner wishes to maintain a property on the Register, the features which qualified the property for listing must be maintained. Some very general recommendations have been developed which address problems encountered by owners of Register properties. The Secretary of the Interior's Standards for Historic Preservation Projects include recommendations against removing historic material, suggestions for non-destructive cleaning methods, advice for making repairs that match the original fabric of the building, etc. A copy of the Standards will be sent to you upon request.

Public visitation rights are not required of owners who list their properties on the National Register. Neither the federal government nor the state government will attach restrictive covenants to the property, or seek to acquire it. Register listing does not invoke of any state or local regulations for design review, restrictive zoning, or review of alterations. If a building is listed in the National Register and then modified to such an extent that many of its significant original features are lost, it is possible that its National Register status may be revoked. Should this happen, any rehabilitation and restoration grants previously awarded by this office or (in the case of income-producing properties) investment tax credits taken on the building's renovation costs would have to be returned to the State of Alaska or the Federal Internal Revenue Service, as appropriate. This condition is imposed to discourage demolition and excessive modification of significant historic buildings.

Surveys of local heritage resources are critical first steps if these sites are to be preserved and interpreted for the enjoyment and education of future Alaskans. Matching federal funds for Survey and Inventory grants are available on a yearly basis and may be used for historic property inventories, resource protection planning, writing national register nominations, and archaeological surveys. Any individual or group is eligible to apply for these grants, provided that a matching source of funding or in-kind labor/materials are pledged toward the project. These grants may not be used for acquisition or development purposes. Architectural plans, specifications, historic structures reports and engineering studies may not be funded by this

May 1, 1987

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program. An historic structure may, however, be documented (without developing restoration plans), archival research and oral histories may also be done. The program is primarily for inventory purposes; in the past these funds have been used to document the prehistories/histories of villages, towns or regions. Grants for FY'86 were awarded in April, 1986; we currently anticipate awarding grant funds again in May 1987.

There are no state-funded preservation grants available at this time. The one source of state money which is available for preservation projects is the Historical District Revolving Loan Fund, administered by the Division of Investments (Alaska Department of Commerce and Economic Development, Pouch D, Juneau, Alaska 99811). Loans may be made for the restoration, improvement, rehabilitation or maintenance of historical buildings. The structures must be suitable for superficial modification so that they can conform to the period or motif of the surrounding structures that are the reason for the area's designation as a historical district. Loans are made at 7.5% interest to a maximum amount of \$250,000 per structure over a 30 year period. The loans are secured by a first lien position given to the state. All projects must be approved by a local Historical District Commission and by a majority of the Alaska Historic Sites Advisory Committee, which is appointed by the Governor.

If you wish to proceed with the nomination process for an historic object, building or structure, please contact Ms. Jo Antonson with the Office of History and Archaeology, at 762-4142. She can help you with questions about the National Register, financial incentives associated with it and can send you forms for owner's consent and for listing a property in the National Register.

Sincerely,

Neil C. Johannsen  
Director

By:   
Judith E. Bittner  
State Historic Preservation Officer

PWC:clk

United States Department of the Interior  
National Park Service

# National Register of Historic Places Registration Form

This form is for use in nominating or requesting determinations of eligibility for individual properties or districts. See instructions in *Guidelines for Completing National Register Forms* (National Register Bulletin 16). Complete each item by marking "x" in the appropriate box or by entering the requested information. If an item does not apply to the property being documented, enter "N/A" for "not applicable." For functions, styles, materials, and areas of significance, enter only the categories and subcategories listed in the instructions. For additional space use continuation sheets (Form 10-900a). Type all entries.

### 1. Name of Property

historic name \_\_\_\_\_

other names/site number \_\_\_\_\_

### 2. Location

street & number \_\_\_\_\_

not for publication

city, town \_\_\_\_\_

vicinity

state \_\_\_\_\_ code \_\_\_\_\_ county \_\_\_\_\_ code \_\_\_\_\_ zip code \_\_\_\_\_

### 3. Classification

#### Ownership of Property

- private
- public-local
- public-State
- public-Federal

#### Category of Property

- building(s)
- district
- site
- structure
- object

#### Number of Resources within Property

Contributing	Noncontributing
_____	_____ buildings
_____	_____ sites
_____	_____ structures
_____	_____ objects
_____	_____ Total

Name of related multiple property listing: \_\_\_\_\_

Number of contributing resources previously listed in the National Register \_\_\_\_\_

### 4. State/Federal Agency Certification

As the designated authority under the National Historic Preservation Act of 1966, as amended, I hereby certify that this  nomination  request for determination of eligibility meets the documentation standards for registering properties in the National Register of Historic Places and meets the procedural and professional requirements set forth in 38 CFR Part 60. In my opinion, the property  meets  does not meet the National Register criteria.  See continuation sheet.

Signature of certifying official \_\_\_\_\_

Date \_\_\_\_\_

State or Federal agency and bureau \_\_\_\_\_

In my opinion, the property  meets  does not meet the National Register criteria.  See continuation sheet.

Signature of commenting or other official \_\_\_\_\_

Date \_\_\_\_\_

State or Federal agency and bureau \_\_\_\_\_

### 5. National Park Service Certification

I, hereby, certify that this property is:

- entered in the National Register.  
 See continuation sheet.
- determined eligible for the National Register.  See continuation sheet.
- determined not eligible for the National Register.
- removed from the National Register.
- other, (explain): \_\_\_\_\_

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Signature of the Keeper

Date of Action

**8. Statement of Significance**

Certifying official has considered the significance of this property in relation to other properties:

nationally     statewide     locally

Applicable National Register Criteria     A     B     C     D

Criteria Considerations (Exceptions)     A     B     C     D     E     F     G

Areas of Significance (enter categories from instructions)

Period of Significance

Significant Dates

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Cultural Affiliation

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Significant Person

Architect/Builder

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---

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State significance of property, and justify criteria, criteria considerations, and areas and periods of significance noted above.

See continuation sheet

**United States Department of the Interior**  
**National Park Service**

**National Register of Historic Places**  
**Continuation Sheet**

Section number \_\_\_\_\_ Page \_\_\_\_\_

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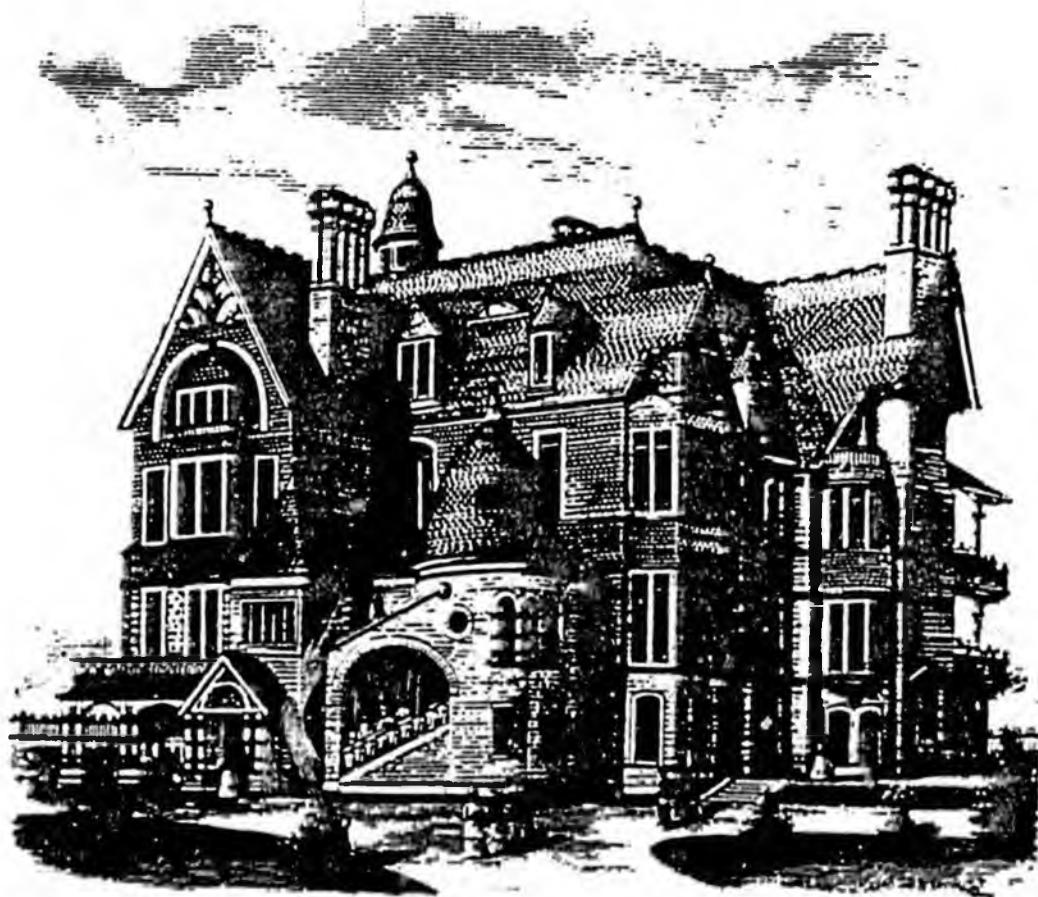
16

# NATIONAL REGISTER BULLETIN

Technical information on comprehensive planning, survey of cultural resources and registration in  
the National Register of Historic Places

U S Department of the Interior  
National Park Service  
Interagency Resources Division

## GUIDELINES FOR COMPLETING NATIONAL REGISTER OF HISTORIC PLACES FORMS



SEPTEMBER 30, 1986

## THE NATIONAL REGISTER CRITERIA

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

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

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

- A. a religious property deriving primary significance from architectural or artistic distinction or historical importance; or
- B. a building or structure removed from its original location but which is significant primarily for architectural value, or which is the surviving structure most importantly associated with a historic person or event; or
- C. a birthplace or grave of a historical figure of outstanding importance if there is no other appropriate site or building directly associated with his or her productive life; or
- D. a cemetery which derives its primary significance from graves of persons of transcendent importance, from distinctive design features, or from association with historic events; or
- E. a reconstructed building when accurately executed in a suitable environment and presented in a dignified manner as part of a restoration master plan, and when no other building or structure with the same association has survived; or
- F. a property primarily commemorative in intent if design, age, tradition, or symbolic value has invested it with its own historical significance; or
- G. a property achieving significance within the past 50 years if it is of exceptional importance.

## 1: INTRODUCTION

The National Register of Historic Places, administered by the National Park Service, is the official list of the Nation's cultural resources worthy of preservation. Authorized under the National Historic Preservation Act, as amended, the National Register is part of a national program to coordinate and support public and private efforts to identify, evaluate, and protect our historic and archeological resources. Properties listed in the National Register include districts, sites, buildings, structures, and objects that are significant in American history, architecture, archeology, engineering, and culture. These resources contribute to an understanding of the historical and cultural foundations of the Nation.

The National Register criteria are designed to guide the Keeper of the National Register, State Historic Preservation Officers, Federal agencies, local governments, preservation organizations, and members of the general public in evaluating properties for entry in the National Register. Decisions concerning the significance and historic integrity of historic properties can reliably be made only when the criteria are applied within related historic contexts.

Listing in the National Register assists in the preservation of historic properties by providing National recognition of the value of historic properties individually and collectively to the Nation, by making property owners eligible for Federal tax incentives and other preservation assistance, by identifying significant properties to be considered in Federal cultural resource planning and management.

Nominations to the National Register are made by the State Historic Preservation Officer for the State in which the property is located or by the Federal Preservation Officer for the agency having jurisdiction over the property. In special cases, where there is no approved State program or Federal jurisdiction, local government officials or members of the general public may nominate properties to the National Register. State Historic Preservation Officers must request determinations of eligibility for properties identified in the nominations process where a majority of private property owners has objected by notarized letter to the listing of their property. Federal agencies request determinations of eligibility for properties that are subject to Federal, federally assisted, or federally licensed activities in accordance with Section 106 of the National Historic Preservation Act, as amended. The procedures for nominating properties and for requesting determinations of eligibility are described in Parts 60 and 63 of Chapter I of Title 36 of the Code of Federal Regulations. All nominations and requests for determinations of eligibility must be made on the National Register Registration Form.

Information recorded on the multiple property documentation and registration forms is used to evaluate the significance and integrity of properties for nomination and listing. Once the Keeper of the National Register approves a multiple property listing or registers an individual property in the National Register, the form becomes part of a unique archive of information, maintained by the National Park Service, on significant historic properties in the United States. Information provided on National Register forms is available to a variety of users in the form of microfilmed records and photocopies of original forms, and through a computer data base, called the National Register Information System (NRIS).

National Register documentation is used by the National Park Service in administering the grant, tax incentive, and Federal preservation planning programs. It is also used by the Advisory Council on Historic Preservation, Federal agencies, State Historic Preservation Offices, and the general public for preservation planning and a variety of other uses. The registration form is designed to record basic factual information about a property and its significance in American history, architecture, archeology, engineering and culture. The multiple property documentation form is designed to record written statements of historic contexts, their property types, and their significance as a framework for evaluating related properties as they are identified. The forms also become official documents that record the opinions and actions taken on registration requests by the various authorized officials who participate in the National Register evaluation processes.

Closely following the Secretary of the Interior's Standards and Guidelines for Preservation Planning, published in 1983, the multiple property format is designed to integrate the registration of historic properties and the preservation planning process. In this way it provides a mechanism for incorporating submissions in the State comprehensive planning process. It may be used by agencies at various geographical levels to guide decisions relating to preservation and cultural resource management.

#### **Using the National Register Forms**

All forms must be typewritten and completed according to the instructions given in this bulletin. Complete all items. Instructions note those items that may be completed by entering "N/A" for "not applicable," if an item is not relevant to the property being documented. Items on the registration form calling for the listing of architectural classification, construction materials, historic and current uses, and areas of significance, must be completed only with categories and subcategories selected from the lists given in the corresponding section of these instructions. Because these categories relate to specific codes used in automated data retrieval, they should be carefully selected and entered according to the instructions. Sections calling for narrative statements, on both forms, should be concise and well-organized. Photographs and maps, meeting the requirements set forth in the instructions, should accompany the completed registration forms. It is the responsibility of the State Historic Preservation Office or the Federal agency to edit a completed form carefully, checking for typographical errors, factual inaccuracies or omissions, discrepancies in the documentation, and missing signatures, and to certify the form before submitting it to the National Park Service. Incomplete or inaccurate items may result in the return of documentation.

Continuation sheets may be used with either form if additional space is needed. Since the National Register forms are intended to record detailed summaries of information, the State or Federal Historic Preservation Office or local government should retain any additional information gathered during identification and evaluation that does not directly relate to the evaluation of a property's significance or that exceeds the documentation requirements set forth in this manual. The State or Federal preservation office may request additional information, such as the names and addresses of property owners, needed for their records but not required by the National Park Service.

Certain conventions and terms have been adopted for documenting National Register properties to ensure the reliability and usefulness of the information for data retrieval.

Although there are other systems of classifying resources or identifying functions, styles, or areas of significance, the standardized terminology and approaches for documentation adopted here ensure internal consistency and compatibility in the National Register. Definitions of these terms and explanations of how they are to be used in completing National Register forms are provided throughout the instructions.

Other bulletins in the National Register Bulletin series, which provides technical information on preservation planning, survey and inventory activities, and the registration of historic properties in the National Register of Historic Places; the regulations for the National Register program, 36 CFR Parts 60 and 63; and "The Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation" (Federal Register, Vol. 48, No. 198, September 29, 1983) may also be helpful in completing National Register forms. Copies are available from the State Historic Preservation Officers, preservation commissions of many certified local governments, and the National Park Service.

#### 4: COMPLETING THE NATIONAL REGISTER OF HISTORIC PLACES REGISTRATION FORM

The National Register of Historic Places Registration Form (NPS 10-900) is for use in nominating or requesting determinations of eligibility for individual properties, including districts. Completed forms may be submitted to the National Park Service separately or as part of a multiple property submission. A registration form is submitted for all properties to be listed in the National Register or determined eligible for listing. Each section of the form must be completed according to the following instructions. Special instructions are included for completing the sections for description, statement of significance, and bibliographical references when the property is submitted as part of a multiple property group for which a multiple property documentation form is also being submitted or has previously been approved. The National Register Registration Form is intended to record the basic information needed for the evaluation and listing of the property. It includes location, description, significance, boundaries, and other information used in preservation planning and administering the National Register programs of the National Park Service.

#### INSTRUCTIONS

##### L NAME OF PROPERTY

This section identifies the specific property that is being documented according to the various names by which the property has been known. The term "property" refers to the entire geographic area being nominated or considered for eligibility. It may be an individual building, site, structure, or object, or it may be a district consisting of numerous buildings, sites, structures, or objects.

**Historic Name:** The historic name of the property will be used to identify the property in the National Register files, National Register Information System (NRIS), and any publications. The historic name is preferred for general reference because it continues to be meaningful regardless of changes in ownership or use and most often relates to the property's period or area of significance.

Enter the historic name of the property in the space provided. Only one name should be entered. If there is more than one historic name, enter the name that most closely connotes the major significance of the property; enter other historic names under "other names". Up to 120 characters, including spaces and punctuation, can be entered in the NRIS data base. When there is no historic name, enter "N/A" and first, under "other names/site number," the name or site number by which the property should be identified for National Register purposes.

When the name of a person is used to identify a property, use the format, last name, first name, and building type, for example, Bennett, John, House. The names of well-known persons who are listed in the Dictionary of American Biography should be entered as they appear in that source, for example, Willard, Emma Hart; Douglass, Frederick.

When naming districts based on their location or historic ownership, use traditional terms such as "village," "ranch," "courthouse square," or "townsite," or the generic terms,

"historic district" or "archeological district," to indicate the kind of district, for example, Mystic Townsite Historic District, or Snake Valley Archeological District. Modifiers such as "prehistoric," "commercial," "civic," "architectural," "rural," "industrial," or "residential" may also be used to define the predominant historic quality of a district, for example, Burke's Garden Rural Historic District, or The Hadley Falls Company Housing District.

#### **Guidelines for Determining the Historic Name**

The historic name is generally the name associated with the significance of the property. The following categories and examples should be used to determine the historic name for the property:

- A. Original owner or builder:
  - 1. Decatur, Stephen, House
  - 2. Fairbanks, Jonathan, House
  
- B. Significant persons or events associated with the property:
  - 1. Brown, John, House
  - 2. Hammond-Harwood House
  - 3. American Flag Raising Site
  - 4. Columbus Landing Site
  - 5. Florence Townsite Historic District
  
- C. Original or later significant uses of the property:
  - 1. Great Falls Portage
  - 2. Lithia Park
  - 3. Delaware Aqueduct
  - 4. Faneuil Hall
  - 5. United States Post Office
  - 6. Warren County Courthouse
  - 7. Louisiana State Capitol
  - 8. Cathedral of the Madeleine (Roman Catholic)
  - 9. St. Peter's Episcopal Church
  - 10. Lexington Courthouse Square Historic District
  - 11. Fort Worth Stockyards Historic District
  
- D. Innovative or unusual characteristics of the property:
  - 1. Lucy, the Margate Elephant
  - 2. Fireproof Building
  - 3. 1767 Milestones
  - 4. Whipple Cast and Wrought-iron Bowstring Truss Bridge
  - 5. Moselle Iron Furnace Stack
  - 6. Holyoke Canal System
  
- E. Accepted professional, scientific, technical, or traditional names:
  - 1. Wright II Archeological Site
  - 2. Lehmer Mammoth Kill Site
  - 3. Experimental Breeder Reactor #1
  - 4. Trinity Site
  - 5. Monticello

6. Vieux Carre Historic District
7. Kawaewae Heiau
8. Barrio de Analco
9. Mordington

**Other Names/Site Number:** In the space provided enter any other names by which the property has been commonly known. These may reflect its history, current ownership, or popular use and may or may not fall into the categories given for historic names. When given on the National Register form, other names can help differentiate a property from others already in the National Register with similar historic names. Site numbers are sometimes assigned to properties, especially archeological sites, by a State or local government or Federal agency for identification. This number should be entered after any other names by which the property is known. Several names or numbers, separated by semicolons, may be entered in the space provided; additional entries may be made on a continuation sheet; however, only the first 120 characters, including spaces and punctuation, will be entered in the NRIS data base.

In special circumstances there may be reason to identify a property in the National Register records primarily by a name other than the historic one or a site number. If this is the case, enter the name or number by which the property should be identified first under "other name/ site number," and explain why this identification is preferred in the narrative for section 8.

**Names of Archeological Properties:** Archeological sites may be identified by a historic name, a site number, or a common name derived from current ownership, an aspect of cultural significance, location, or geographic features. In the case of an archeological district containing numerous sites, a single name reflecting the area as a whole should be chosen. When an archeological site has no historic name, enter "N/A" under "historic name," and enter the name or site number by which the property should be identified first under "other name/ site number."

**Examples of Archeological Names:**

1. Texarkana Archeological District
2. AKE Site
3. Manuka Bay Petroglyphs
4. Parting Ways Archeological District
5. AK-5302

## 2. LOCATION

**Street and Number:** For individual buildings, structures, sites, and objects, enter the name and number of the street or road where the property is located, for example, 128 Broadway. If the road has a route number rather than a name, give the number and indicate whether it is a Federal, State or county road. If a property does not have a specific address, give the names of the nearest roads, for example, US Route 1 and Middletown Road.

If the property is federally owned and has no street address, enter the name of the district, forest, reserve or other organizational division identifying the jurisdiction of the property, for example, Targhee National Forest, or U.S. Corps of Army Engineers District 8. If the property is located in the National Park System, enter the name of the park and, in parentheses after the name, the alphabetic park code.

For districts enter either the inclusive street address numbers for all primary buildings and structures, for example: 12-157 Main St., 380 Frost St., and 20-125 Oak St., or a rough description of the boundaries, for example: roughly bounded by Smithfield Lake, North and Lowell Avenues, and Interstate 73; eight blocks in downtown Huntersville centered around University Square.

Only 120 characters, including spaces and punctuation, will be entered in the NRIS data base. This information will also be used for publication in the Federal Register.

**Not for Publication:** To protect certain kinds of properties, such as archeological sites and rural resources subject to vandalism, the location of a property should not be published or released to the general public. In this case, mark "x" in this box and provide, on the line for street address, a less specific location that may be used for listing in the Federal Register, and mark "x" in the box for "vicinity." Enter "N/A," if there is no reason to restrict publication of the property's location.

**City, Town:** Enter the name of the city or town where the property is located. If there is no city or town, follow the instructions for "vicinity."

**Vicinity:** If a resource is located in a rural area that is outside the boundaries of a town or city, mark "x" in this box, and enter the name of the nearest city or town on the USGS map in the space provided at the left. Enter "N/A," if this is not the case.

**State:** Enter the name and code of the State or Territory where the property is located. State codes are given in Appendix I. If there are multiple States or Territories list them alphabetically unless the resource is primarily in one, in which case enter the primary State or Territory and all others alphabetically. A continuation sheet may be used if needed.

**County:** Enter the name and code of the county, parish, district, or equivalent area where the property is located. County codes can be found in Appendix II. If there are multiple counties, list the counties alphabetically unless the resource is predominantly in one county, in which case enter the primary county first and all others alphabetically. A continuation sheet may be used if needed.

**Zip code:** Enter the postal zip code for the area where the property is located. If there are multiple zip codes, list the zip codes numerically unless the resource is predominantly in one postal area, in which case enter the primary zip code first and all others numerically. A continuation sheet may be used if needed.

### 3. CLASSIFICATION

**Ownership of Property:** Mark "x" in the boxes that indicate the ownership of the property. **Private** refers to property owned by an individual, group of people, or organized body such as a church or corporation. **Public-local** refers to property owned by a local government such as a municipality or county. **Public-State** refers to property owned by the State government. **Public-Federal** refers to property owned by the U.S. government.

**Category of Property:** Mark "x" in the box that indicates the kind of property being documented. Mark only one box. To determine the appropriate category, refer to the definitions given below for the kinds of historic properties that may be listed in the National Register. Base the category of a property on its function or character at the time it achieved significance, rather than a more recent one. For example, a monumental ornate water tower no longer functioning but maintained for aesthetic purposes should be classified as a "structure" not an "object."

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

"Building" may refer to a small group of buildings consisting of a main building and subsidiary buildings that are functionally and historically related. If one or more of the buildings does not contribute to the significance of the property or has lost its historic integrity or if the group also includes any objects, sites, or structures, the property must be classified as a "district" in order to distinguish between contributing and noncontributing resources.

Examples: single buildings such as a courthouse, city hall, social hall, commercial building, library, factory, mill, train depot, fort, residence, hotel, theater, school, store, and church, or small groups of historically and functionally related buildings such as a courthouse and jail, house and barn, mansion and carriage house, church and rectory, and farmhouse and related outbuildings.

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

A district may also comprise individual elements that although linked by association or function were separated geographically during the period of significance, as a district of discontinuous archeological sites or a canal system where manmade segments are interconnected by natural bodies of water. The concept of a discontinuous district applies only where visual continuity is not necessary to convey the historic interrelationship of a group of related resources.

Examples: college campuses; central business districts; residential areas; commercial areas; industrial complexes; civic centers; rural villages; canal systems; collections of habitation and limited activity sites; irrigation systems; large estates, farms, ranches, or plantations; transportation networks; and large landscaped parks.

**Site**                A site is the location of a significant event, a prehistoric or historic occupation or activity, or a building or structure, whether standing, ruined, or vanished, where the location itself possesses historic, cultural, or archeological value regardless of the value of any existing structure.

Examples: habitation sites, funerary sites, rock shelters, village sites, hunting and fishing sites, ceremonial sites, petroglyphs, rock carvings, battlefields, ruins of historic buildings and structures, campsites, ruins of industrial works, sites of treaty signings, trails, shipwrecks, cemeteries, designed landscapes, and natural features, such as springs and rock formations, and landscapes having cultural significance.

**Structure** The term "structure" is used to distinguish from buildings those functional constructions made usually for purposes other than creating shelter.

Examples: gold dredges, fire towers, canals, turbines, dams, power plants, tunnels, corncribs, silos, highways, 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, 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, such as statuary in a designed landscape.

Objects should be located in a setting appropriate to their significant historic use, roles, or character. Objects relocated in a museum setting are generally considered inappropriate for listing in the National Register.

Examples: sculpture, monuments, mileposts, boundary markers, statuary, and fountains.

**Number of Resources within Property:** Enter the number of contributing and noncontributing buildings, sites, structures, and objects that make up the property and have not previously been listed in the National Register. Total each column.

For the purposes of completing National Register forms, the term "resource" refers to the elements comprising a documented property. Use the definitions found in the instructions for "Category of Property" (pp. 41 - 42) to determine whether the resources comprising the property are buildings, structures, sites, or objects. Then apply the following definitions to classify a component resource as "contributing" or "noncontributing."

- c A **contributing** building, site, structure, or object adds to the historic architectural qualities, historic associations, or archeological values for which a property is significant because a) it was present during the period of significance, and possesses historic integrity reflecting its character at that time or is capable of yielding important information about the period, or b) it independently meets the National Register criteria.
- o A **noncontributing** building, site, structure, or object does not add to the historic architectural qualities, historic associations, or archeological values for which a property is significant because, a) it was not present during the period of significance, b) due to alterations, disturbances, additions, or other changes, it no longer possesses historic integrity reflecting its character at that time or is incapable of yielding important information about the period, or c) it does not independently meet the National Register criteria.

The physical characteristics and historic significance of the overall property provide the basis for evaluating component resources. This information should be clearly set forth in sections 7 and 8 of the registration form. Specific information about each resource or resource type, such as date, function, associations, information potential, and physical

characteristics, can then be related to the overall property to determine whether or not the resource or resource type contributes. In cases where a resource contributes on the basis of significance unrelated to that of the district, section 3 should explain how the resource independently meets the National Register criteria.

### **Guidelines for Counting Contributing and Noncontributing Resources**

Because it is not practical to enumerate every possible combination of resources that may be found in historic and archeological properties, rules for arriving at decisions about contributing and noncontributing elements are needed. To some extent these rules must be arbitrary; their use requires that common sense be exercised. The rule that resources be "substantial in size and scale" in order to be counted further requires that professional judgement be exercised to determine how component resources relate to each other and to the overall property in each case.

#### **General Guidelines**

- o Only count buildings, structures, sites, and objects located within the property's boundaries that are substantial in size and scale or that are specifically addressed in the documentation of the areas of significance.
- o When a resource made up of elements representing different resource types is being counted (for example, a lighthouse and attached keeper's dwelling), the most historically important element should be used to classify the resource.
- o A ruin is a building or structure no longer possessing original design or structural integrity and is classified as a "site."

#### **Buildings**

- o Count as one any building constructed as a single unit even if later added to or divided to form multiple units.
- o Count as one any building originally constructed with attached structures and covered walkways, if the building is the most important element.
- o Count rowhouses individually, each unit counting as one building, even if attached.
- o Count a duplex or apartment building as one building.
- o Count two buildings built separately but later connected to form a single building as two buildings.
- o Do not count portions of buildings, such as interiors, facades or artwork, independently from the rest of the building.

#### **Structures and Objects**

- o Count structures and objects according to the guidelines given for buildings.
- o Count as one any structure attached to a building at the time of construction or afterwards, if the structure is the most important element.

- o Count separately any structures or objects constructed as separate units, even if later joined to form a single unit.

#### Site (Historic)

- o Count each geographically separate area as one site regardless of its size or complexity if the area itself possesses significance independent of any above-ground buildings, structures, and objects within it.
- o Do not count as a contributing historic site a vacant lot or open space unless section 8 of the registration form shows the site to be significant under National Register criterion A or B, or for areas of significance directly associated with the landscape, such as landscape architecture or agriculture.
- o Count as one contributing site a historic cemetery that contributes to the significance of a religious structure on whose grounds it is located.
- o Count buildings, structures, and objects located within or adjacent to a historic site separately.
- o Count gardens, parks, or other landscaped areas that are part of the setting of buildings or districts only if the documentation explicitly shows the property to have significance in landscape architecture, agriculture, or other areas of significance directly associated with the landscape.

#### Site (Archeological)

- o Count each geographically separate area as one site regardless of its size or complexity if the area itself possesses significance independent of any above-ground buildings, structures, and objects within it.
- o Do not count as a contributing archeological site a vacant lot or open space within a property unless section 8 of the registration form shows the area to be significant under criterion D.
- o Count buildings, structures, and objects within or adjacent to a site separately from the site itself.
- o Count ruins visible on or above ground as part of the site.

#### Examples Applying Definitions and Guidelines

- o A row of townhouses containing 12 units counts as 12 contributing buildings.
- o A train station consisting of a depot with an attached system of canopies, platforms, tunnels, and waiting rooms counts as one contributing building.
- o A college quadrangle consisting of six buildings built and interconnected by a system of open walkways at the same time counts as six contributing buildings.
- o A factory originally consisting of three detached buildings that were later interconnected by additions to form one unit counts as three contributing buildings.

- o A firetower consisting of a tower and attached ranger's dwelling counts as one contributing structure.
- o A site containing the intermingled remains of two distinct shipwrecks counts as one site.
- o A church adjoined by a historically associated cemetery counts as one contributing building and one contributing site.
- o An archeological district containing the habitation sites of two archeological cultures consists of two sites if the two areas do not overlap.
- o A single archeological location used by three distinct cultural groups at separate time periods of prehistory or history counts as one contributing site.
- o An archeological district consisting of four separate locations where petroglyphs are found counts as four contributing sites.
- o A historic mill site consisting of the ruins of one house, one intact outbuilding, and the known locations of 10 buildings and a mill race no longer existing counts as one contributing building and one contributing site.
- o A coast guard station consisting of a historic lighthouse tower, detached keeper's dwelling, oil shed, and privy, and a modern garage, and several metal sheds counts as one contributing structure, three contributing buildings, and one noncontributing building. The sheds are not counted.
- o A farmstead significant as an assemblage of 19th-century agricultural architecture and consisting of a historic farmhouse and barn, a corncrib representing a significant vernacular type, a modern garage and silo, and two sheds of unknown date and function counts as two contributing buildings, one contributing structure, one noncontributing building, and one noncontributing structure. The sheds are not counted.
- o A farm consisting of a historic farmhouse, barn, and greenhouse; the surrounding land of orchards, pastures, and cultivated fields; and a modern garage, packing shed, and guest house counts as three contributing buildings, one contributing site, and three noncontributing buildings.
- o A battlefield consisting of the battle site, a historic monument, and a modern visitors' center counts as one contributing site, one contributing object, and one noncontributing building.
- o A district consisting of 267 residences, five carriage houses, three privies of a significant type, a small landscaped park, and a bridge built during the district's period of significance, and 35 houses, 23 garages, and an undetermined number of sheds built after the period of significance counts as 275 contributing buildings, one contributing site, one contributing structure, and 58 noncontributing buildings. The sheds are not counted.

- o A city park consisting of a system of interconnecting paths and bridges, a lagoon, open lawns, a terraced hillside, a large rose garden, a wooded area, one concession stand, two rest buildings, and a war memorial -- all created as part of the original design -- counts as one contributing site, one contributing structure, three contributing buildings, and one contributing object.
- o An archeological district consisting of the ruins of one pueblo, a network of irrigation canals, and an electric substation counts as one contributing site, one contributing structure, and one noncontributing building.
- o A discontinuous archeological district consisting of five distinct sites, one of which contains two burial mounds, counts as five contributing sites and two contributing structures.

**Number of contributing resources previously listed in the National Register:** Enter number of contributing resources within the property that were previously listed in the National Register. For example, if the nomination is to enlarge an already listed district of 26 contributing buildings to a total of 48 buildings and structures, enter "26" in the blank provided. If none of the resources have previously been listed, enter "0."

**Name of related multiple property listing:** If the property is part of a multiple property submission for which a multiple property documentation form is being submitted or has previously been approved by the National Register, mark "x" in the box, and enter the name of the multiple property listing as it appears in section A of the multiple property form. If the property is not part of a multiple property submission, enter "N/A."

#### **4. STATE/FEDERAL AGENCY CERTIFICATION**

This section is to be completed by the State or Federal authority designated to certify nominations to the National Register or requests for determinations of eligibility and any State or Federal officials who must be given the opportunity to comment under 36 CFR Parts 60 and 63. It is the responsibility of the certifying authority to ensure that the nomination form accurately and coherently documents the property and that the proper notification and review procedures have been carried out. The certifying official completes the first signature block; the commenting official, if any, completes the second signature block.

##### **Completing the Certification Section for Nominations and Nonfederal Requests for Determinations of Eligibility**

Nominations are certified and submitted to the National Park Service by designated authorities upon completion of the required procedures for professional evaluation and owner and local official notification that are outlined in 36 CFR 60. The designated authority for certifying nominations to the National Register of Historic Places is the State Historic Preservation Officer in States with an approved State program or, for Federal properties, the Federal Preservation Officer. In accordance with the National Historic Preservation Act, as amended, State Historic Preservation Officers are appointed by State governors and Federal Preservation Officers are designated by the heads of the Federal agency they represent.

Nominations for Federal properties that are initiated by the Federal agency having jurisdiction over the property are certified by the Federal Preservation Officer and are

signed by the State Historic Preservation Officer, as the commenting official, for the state where the property is located. Nominations for Federal properties that are initiated by the State office are certified by the State Historic Preservation Officer and signed by the Federal Preservation Officer as the commenting official. Concurrent nominations by several States or a State and Federal agency are certified by all the State and Federal Preservation Officers responsible for the nomination.

The State or Federal Historic Preservation Officer nominating the property to National Register completes the **first signature block**. The official marks "x" in the box labelled "nomination" and the box that indicates his or her opinion that the property meets or does not meet the National Register criteria. He or she signs the form and enters the date and name of the state or, in the case of Federal Preservation Officers, the abbreviated name of the agency and bureau given in the list of Federal agencies in Appendix III. An official believing that the property does not meet the National Register criteria, should give the reasons on a continuation sheet, and mark "x" in the box for "see continuation sheet."

The opinions of additional certifying officials should be given on signed continuation sheets containing the statement: "As the designated authority under the National Historic Preservation Act, as amended, I hereby certify that this nomination meets the documentation standards for registering properties in the National Register of Historic Places and meets the procedural and professional requirements set forth in 36 CFR Part 60. In my opinion, the property meets does not meet the National Register criteria." An official not believing the property meets the National Register criteria should give his or her reasons on the same continuation sheet. When a continuation sheet is used for this purpose, mark "x" in the box for "see continuation sheet" of the first block.

Any other official who must be given the opportunity to comment in the nomination process completes the **second signature block**. This official marks "x" in the box that indicates his or her opinion on the eligibility of the resource, and signs the form and enters the date and name of the State or, for Federal officials, the abbreviated name of the agency and bureau given in Appendix III. A commenting official believing that the property does not meet the National Register criteria should give the reasons on a continuation sheet, and mark "x" in the box for "see continuation sheet."

A **signed continuation sheet** may be submitted in place of a commenting official's signature on the original form, if a certifying official chooses to send to each commenting official a copy of the completed registration form rather than the original. One should also be used for the opinion of each additional commenting official. In these cases, the certifying official should ask the commenting official to complete, sign, and date a continuation sheet containing the statement: "In my opinion, the property meets does not meet the National Register criteria." The continuation sheet may also be used for any additional comments if the commenting official does not believe the property meets the National Register criteria. If a continuation sheet is used, mark "x" in the box for "see continuation sheet" in the second block.

For nonfederal requests for determinations of eligibility, where a majority of private owners has objected to listing, the State Historic Preservation Officer completes the first signature block as directed above. However, "x" is marked in the box for "request for determination of eligibility." A copy of the owner's notarized letter of objection must be submitted to the National Park Service with the completed form.

In States with no approved State program, a local government official, or a private individual may nominate properties directly to the National Register according to the procedures set forth in 36 CFR Part 60. In these cases, section 4 is left blank and the individual or local government official submits the completed form to the National Park Service with a letter. The letter must state that the documentation is accurate and meets the professional standards outlined in the National Register regulations. The person making the nomination signs the letter and states his or her name, title, mailing address, and daytime telephone number. The letter must also include the names and mailing addresses of the appropriate local government official and all legal property owners for the purpose of notification by the National Park Service. For information on whether a State has an approved program, contact the National Park Service.

#### **Completing the Certification Section for Federal Requests for Determinations of Eligibility**

Federal requests for determinations of eligibility are certified and submitted to the National Park Service by the responsible agency official or designee according to the procedures outlined in 36 CFR Part 63 (proposed for incorporation in Part 60).

The Federal official requesting the determination of eligibility completes the **first signature block**. The official marks "x" in the box labelled "request for determination of eligibility," and the box to indicate his or her opinion that the property meets or does not meet the National Register criteria. The official signs the form as the certifying authority and enters the date and abbreviated name of the agency and bureau given in Appendix III. An official believing that a property does not meet the criteria should give the reasons on a continuation sheet, and mark "x" in the box for "see continuation sheet" in the first block.

The State Historic Preservation Officer for the State where the property is located completes the **second signature block**. The official marks "x" in the box that indicates his or her opinion on the eligibility of the resource, signs the form and enters the date and name of the state. An official believing that the property does not meet the National Register criteria, disagreeing with the text of the form, or feeling that there is insufficient information to make a decision, should give the reasons on a continuation sheet. A continuation sheet may also be used in place of a signature on the form, if it contains the statement from the second signature block and is signed and dated by the State official. If a continuation sheet is used, mark "x" in the box for "see continuation sheet" in the second block.

#### **5. NATIONAL PARK SERVICE CERTIFICATION**

This section will be completed by the National Park Service upon evaluation of registration form and all accompanying documentation. All actions taken by the Keeper of the National Register or his designee regarding the property, including listing, determinations of eligibility, removals from the National Register, approvals for moves and addenda, and boundary changes will be indicated in this section. Because subsequent actions affecting the property may be recorded on the form, the dates of the various actions should be considered in determining the status of the property at a given time. The most recent action will generally indicate the status of a property.

## 6. FUNCTION OR USE

Using the functions and uses listed below, enter one category and subcategory in each blank. The list is divided into general categories and more specific subcategories. Select the categories and subcategories that best apply to the principal known functions or uses of the property. If there is no appropriate subcategory, enter only the general category. Do not enter functions that are based on speculation. Additional functions may be entered on a continuation sheet. The first ten entries for both current and historic functions will be entered in the NRIS data base. Discuss the functions entered in section 5 in the narratives for sections 7 and 8.

Because numerous functions may relate to a property, especially a district, enter only the principal, predominant, or most important ones. Enter the functions in order of their predominance or importance. Enter the most specific category and subcategory relating to the property being documented. For example, a college dormitory should be categorized under the category "education," and the subcategory, "education-related housing," rather than the category, "domestic," and subcategory, "institutional housing."

If none of the categories or subcategories relate to the function of the property, enter "other," a colon and the appropriate function.

### FUNCTIONS AND USES

CATEGORY/subcategory	examples
<b>DOMESTIC</b>	
single dwelling	rowhouse, mansion, residence, rockshelter, homestead, cave
multiple dwelling	duplex, apartment building, pueblo, rockshelter, cave
secondary structure	dairy, smokehouse, storage pit, storage shed, kitchen, garage, other dependencies
hotel	inn, hotel, motel, way station
institutional housing	military quarters, staff housing, poor house, orphanage
camp	hunting campsite, fishing camp, summer camp, forestry camp, seasonal residence, temporary habitation site, tipi rings
village site	pueblo group
<b>COMMERCE/TRADE</b>	
business	office building
professional	architect's studio, engineering office, law office
organizational	trade union, labor union, professional association
financial institution	savings and loan association, bank, stock exchange

specialty store  
department store  
restaurant  
warehouse  
trade (archeology)

auto showroom, bakery, clothing store, blacksmith shop, hardware store  
general store, department store, marketplace, trading post  
cafe, bar, roadhouse, tavern  
warehouse, commercial storage  
cache, site with evidence of trade, storage pit

#### SOCIAL

meeting hall

grange; union hall; Pioneer hall; hall of other fraternal, patriotic, and political organization

clubhouse

facility of literary, social, or garden club

civic

facility of volunteer or public service organizations such as the American Red Cross.

#### GOVERNMENT

capitol  
city hall  
correctional facility  
fire station  
government office  
diplomatic building  
custom house  
post office  
public works

statehouse, assembly building  
city hall, town hall  
police station, jail, prison  
firehouse  
municipal building  
embassy, consulate  
customhouse  
post office  
electric generating plant, sewer system  
county courthouse, Federal courthouse

#### EDUCATION

school  
  
college  
library  
research facility  
  
education-related housing

schoolhouse, academy, secondary school, grammar school, trade or technical school  
university, college, junior college  
library  
laboratory, observatory, planetarium  
college dormitory, housing at boarding schools

#### RELIGION

religious structure

church, temple, synagogue, cathedral, mission, temple mound, sweathouse, kiva, dance court, shrine

ceremonial site  
church school  
church-related residence

astronomical observation post,  
intaglio, petroglyph site  
religious academy or schools  
parsonage, convent, rectory

#### FUNERARY

cemetery  
  
graves/burials  
mortuary

burying ground, burial site,  
cemetery, ossuary  
burial cache, burial mound, grave  
mortuary site, funeral home,  
cremation area, crematorium

#### RECREATION AND CULTURE

theater  
auditorium  
museum  
music facility  
  
sports facility  
  
outdoor recreation  
  
fair  
monument/marker  
  
work of art

cinema, movie theater, playhouse  
hall, auditorium  
museum, art gallery, exhibition hall  
concert hall, opera house,  
bandstand, dancehall  
gymnasium, swimming pool, tennis  
court, playing field, stadium  
park, campground, picnic area,  
hiking trail  
amusement park, county fairground  
commemorative marker,  
commemorative monument  
sculpture, carving, statue, mural,  
rock art

#### AGRICULTURE/SUBSISTENCE

processing  
  
storage  
  
agricultural field  
  
animal facility  
  
fishing facility or site  
horticultural facility  
  
agricultural outbuilding  
  
irrigation facility

meatpacking plant, cannery,  
smokehouse, brewery, winery, food  
processing site, gathering site, tobacco barn  
granary, silo, wine cellar, storage  
site, tobacco warehouse, cotton warehouse  
pasture, vineyard, orchard,  
wheatfield, crop marks, stone alignments,  
terrace, hedgerow  
hunting & kill site, stockyard,  
barn, chicken coop, hunting corral, hunting  
run, apiary  
fish hatchery, fishing grounds  
greenhouse, plant observatory,  
garden  
wellhouse, wagon shed, tool shed,  
barn  
irrigation system, canals, stone  
alignments, headgates, check dams

## INDUSTRY/PROCESSING/EXTRACTION

manufacturing facility	mill, factory, refinery, processing plant, pottery kiln
extractive facility	coal mine, oil derrick, gold dredge, quarry, salt mine
waterworks	reservoir, water tower, canal, dam
energy facility	windmill, power plant, hydroelectric dam
communications facility	telegraph cable station, printing plant, television station, telephone company facility, satellite tracking station
processing site	shell processing site, toolmaking site, copper mining and processing site

## HEALTH CARE

hospital	veteran's medical center, mental hospital, private or public hospital, medical research facility
clinic	dispensary, doctors' office
sanitarium	nursing home, rest home, sanitarium
medical business/office	pharmacy, medical supply store, doctor or dentist's office
resort	baths, spas, resort facility

## DEFENSE

arms storage	magazine, armory
fortification	fortified military or naval post, earth fortified village, palisaded village, fortified knoll or mountain top, battery, bunker
military facility	military post, supply depot
battle site	garrison fort, barrack, military camp
coast guard facility	battlefield
naval facility	lighthouse, coast guard station, pier, dock, life-saving station
air facility	submarine, aircraft carrier, battleship, naval base
	aircraft, air base, missile launching site

## LANDSCAPE

parking lot	city park, State park, national park
park	square, green, plaza, public
plaza	common
garden	
forest	

unoccupied land  
underwater  
natural feature

street furniture/object

conservation area

meadow, swamp, desert  
underwater site  
mountain, valley, promontory, tree,  
river, island, pond, lake  
street light, fence, wall,  
shelter, gazebo, park bench  
wildlife refuge, ecological habitat

#### TRANSPORTATION

rail-related

air-related

water-related

road-related(vehicular)

pedestrian-related

railroad, train depot, locomotive,  
streetcar line, railroad bridge  
aircraft, airplane hangar, airport,  
launching site  
lighthouse, navigational aid, canal,  
boat, ship, wharf, shipwreck  
parkway, highway, bridge, toll gate  
parking garage  
boardwalk, walkway, trail

#### WORK IN PROGRESS

#### UNKNOWN

#### VACANT/NOT IN USE

storage facility not related  
to domestic or commercial uses

#### OTHER

**Historic Functions:** Enter the categories and subcategories from the above list that most closely relate to the functions and uses for which the property is historically significant or was known during the period when it achieved significance.

- o For an architecturally significant property, the historic functions are those intended by the original design or any significant later additions or modifications, for example, "transportation/rail-related" for a railroad depot.
- o For a property associated with an important event or person, the historic functions are those carried on during the time the property was associated with the person or at the time of the event, for example, "residential/single dwelling" for the home of a prominent philanthropist, and "military/naval facility" for the submarine which carried out important missions during World War II.
- o For a property having potential to yield important information, enter only those functions or uses that are known or, as a result of testing, examining physical evidence, or comparing known data with those from other similar properties, can reasonably be expected to have occurred. Functions based on speculation should be discussed in the narratives for sections 7 and 8, but should not be entered in section 6.

- o Functions must relate to the significant tangible and existing resources that comprise a property. If early functions of historic importance are no longer visible, tangible, or otherwise evident to a significant degree they should not be listed. For example, a historic district, located on land that was originally a harbor and was filled in during the late 19th century to house what is now recognized as a significant collection of late Victorian residences, should be categorized under "domestic," and other functions related to its role as a residential community; unless the documentation also shows the district to be significant in historic archeology under criterion D, the earlier commercial or industrial uses should not be entered.
- o For a historic district, enter only the functions that were most predominant during the historic period, for example, "commerce/business," "commerce/organizational," "commerce/professional," and "government/government office," for a collection of 20th century office buildings serving a variety of professional, organizational, commercial, and governmental uses.
- o For districts, enter the functions of an individual resource only if the resource is of outstanding importance to the significance of the district, such as a county courthouse within a commercial square, or if the functions of each building differ and are relatively equal in importance as in a collection of public buildings, whose functions included "government/government offices," "government/courthouse," "government/city hall" and "government/post office."
- o List functions applying to only a small portion of the property only if the registration form discusses that function as having been of outstanding importance. For example, do not list "religion/church" for a residential district unless the nomination explains how the church played an outstanding role in the district's development or architectural character.

**Current Functions:** Enter the categories and subcategories from the above list that most closely relate to the functions or uses of the property at the time of the nomination or request for a determination of eligibility. Enter the principal or predominant current functions in order of their predominance. If a property is undergoing rehabilitation, adaptive reuse or restoration, enter "work in progress." If a property is currently vacant or used for storage that is unrelated to residential or commercial use, enter "vacant/not in use."

## 7. DESCRIPTION

**Architectural Classification:** Complete this item for architectural or historical properties. Using the terms for architectural classification listed below, enter one category or subcategory in each blank. The following list has been adapted from American Architecture Since 1780: A Guide to Architectural Styles by Marcus Whiffen; Identifying American Architecture by John J. G. Blumenson; What Style Is It? by John Poppeliers, S. Allen Chambers, and Nancy B. Schwartz; and A Field Guide to American Houses by Virginia and Lee McAlester. It reflects classification by style and stylistic influence, which is currently the most common and organized system of classifying architectural properties.

The categories, appearing in capital letters in the far left column, relate to the general stylistic periods of American architecture. The subcategories, appearing in the indented left column, relate to the specific styles or stylistic influences that occurred in each period. The right column lists other common terms covered by each category or subcategory. From the two left columns, select the the categories or subcategories that most closely relate in period and stylistic character to the property being documented. A continuation sheet may be used if needed; however, the NRIS data base will accept only the first three entries.

As a general rule enter the most specific subcategory for the stylistic influence rather than the general category for stylistic period, for example, if a building is Greek Revival in its architectural form, massing and details, enter "Greek Revival" rather than "Mid-19th Century." When there are elements of many styles in a single building, group of buildings, or historic district, enter the most important stylistic influences in order of their significance to the property.

If a property fits into one of the general categories of stylistic period but not a subcategory, enter the name of the period on the first line, and enter "other," a colon, and the name of the stylistic influence on the second line: for example, for an 1890s Chateausque city hall, enter "Late 19th and 20th Century Revivals" on the first line and "other: Chateausque" on the second line. If a property reflects regional, vernacular, or other styles or stylistic influences not included in the nomenclature of common architectural styles, enter "other," a colon, and the name of the stylistic influence, for example, "other: NPS rustic architecture." Only 28 characters, including spaces and punctuation, can be entered in the data base with "other."

Many kinds of properties, including bridges, ships, locomotives, and folk or vernacular buildings and structures, cannot be classified by the styles or stylistic influences listed below. The NRIS data base has been designed to allow properties to be classified and searched by other terminology appropriate in these cases. In such cases, enter "other," a colon, and the common term (up to 28 characters) for the form, plan, material, method of construction, or other feature that appropriately classifies the specific property, for example, "other: Pratt through truss," "other: Gloucester fishing schooner," "other: I-house," "other: split-log," or "other: rainbow arch bridge." Where possible systematic and standardized terminology should be used to classify these kinds of resources. Use terms recommended by the State Historic Preservation Officers or regionally-based systems of nomenclature where they exist.

As commonly occurring types are identified and as the nomenclature of vernacular and other forms of structures and buildings becomes standardized, the categories used by the NRIS data base will be expanded to include standard terms based on form, plan, materials, or methods of construction. When using terms for regional or vernacular types with "other," describe the characteristics that indicate the type in the narrative for section 7 and, if property is meets criterion C, discuss the significance of the type in the narrative for section 8.

If a property is eclectic in character and the styles represented date to the same general stylistic period, enter the stylistic influences in order of their significance. If a building has additions reflecting one or more stylistic influences, enter those for which the property is significant in order of their importance. If a building reflects more than three styles from different periods of time, enter "mixed" on the first line and the most significant stylistic influences on subsequent lines in order of their importance. Enter

only the general category for a stylistic period when a property clearly reflects its chronological period but no specific stylistic influence. If style, stylistic influence, or any other system of architectural classification does not apply to the property, enter "no style." For archeological sites or districts, enter "N/A"

### ARCHITECTURAL CLASSIFICATION

CATEGORY	Other stylistic terminology
Subcategory	
NO STYLE	
COLONIAL	
French Colonial	
Spanish Colonial	Mexican Baroque
Dutch Colonial	Flemish Colonial
Postmedieval English	English Gothic; Elizabethan; Tudor; Jacobean or Jacobethan; New England Colonial; Southern Colonial
Georgian	
EARLY REPUBLIC	
Early Classical Revival	Jeffersonian Classicism; Roman Republican; Roman Revival; Roman Villa; Monumental Classicism; Regency
Federal	Adams or Adamesque
MID-19TH CENTURY	Early Romanesque Revival
Greek Revival	
Gothic Revival	Early Gothic Revival
Italian Villa	
Exotic Revival	Egyptian Revival; Moorish Revival
Octagon Mode	
LATE VICTORIAN	Victorian or High Victorian Eclectic;
Gothic	High Victorian Gothic; Second Gothic Revival

Italianate	Victorian or High Victorian Italianate
Second Empire	Mansard
Queen Anne	Queen Anne Revival; Queen Anne-Eastlake
Stick/Eastlake	Eastern Stick; High Victorian Eastlake
Shingle Style	
Romanesque	Romanesque Revival; Richardsonian Romanesque
Renaissance	Renaissance Revival; Romano-Tuscan Mode; North Italian or Italian Renaissance; French Renaissance; Second Renaissance Revival

#### LATE 19TH AND 20TH CENTURY REVIVALS

Beaux Arts	Beaux Arts Classicism
Colonial Revival	Georgian Revival
Classical Revival	Neo-Classical Revival
Tudor Revival	Jacobean or Jacobethan Revival; Elizabethan Revival
Late Gothic Revival	Collegiate Gothic
Mission/Spanish Colonial Revival	Spanish Revival; Mediterranean Revival
Italian Renaissance	
French Renaissance	
Pueblo	

#### LATE 19TH AND EARLY 20TH CENTURY AMERICAN MOVEMENTS

Prairie School	
Commercial Style	
Chicago	

Sullivan-esque

Skyscraper

Bungalow/Craftsman

Western Stick; Bungaloid

**MODERN MOVEMENT**

New Formalism; Neo-Expressionism;  
Brutalism; California Style or Ranch Style; Post-  
Modern; Wrightian

Moderne

Modernistic; Streamlined Moderne;  
Art Moderne

International Style

Miesian

Art Deco

**OTHER**

**MIXED**

More than three styles from  
different periods (for a building only)

**Materials:** Complete this item for architectural and historical properties. Using the categories and subcategories listed below, enter in the blanks provided the most predominant material(s) comprising the foundation, walls, roof, and other parts of the property. Enter only one category or subcategory each for "foundation" and "roof." Enter up to two categories each for "walls" and "other." Enter only materials that are visible on the exterior of the building or structure. For historic districts, enter only the most predominant building materials visible in the district.

"Other" should be completed for most properties. To complete "other" for buildings, enter the materials of important exterior features such as a wooden porch or terra cotta panels. Materials of interior, structural, or concealed architectural features that are integral to the significance of the property such as marble interiors or a steel structural system, although not entered under "other," should be described in the narrative for section 7.

For structures and objects such as bridges and sculpture, complete items for "foundation," "walls," or "roof" only if these features are present, as in a wooden covered bridge on stone piers. Otherwise, enter principal construction materials visible on the exterior under "other."

Additional entries may be made on a continuation sheet; however, only those entered on the form will be entered in the NRIS data base. If this section does not apply to the property being documented, such as an archeological or historic site, enter "N/A."

**MATERIALS**

**EARTH**

**WOOD**

Weatherboard

Shingle

Log  
 Plywood, particle board  
 Shake  
 BRICK  
 STONE  
   Granite  
   Sandstone (including brownstone)  
   Limestone  
   Marble  
   Slate  
 METAL  
   Iron  
   Copper  
   Bronze  
   Tin  
   Aluminum  
   Steel  
   Lead  
   Nickel  
   Cast iron  
 STUCCO  
 TERRA COTTA  
 ASPHALT  
 ASBESTOS  
 CONCRETE  
 ADOBE  
 CERAMIC TILE  
 GLASS  
 CLOTH/CANVAS  
 SYNTHETICS  
   Fiber glass  
   Vinyl  
   Rubber  
   Plastic  
 OTHER

**Statement of Description for Historical and Architectural Properties:** Provide a narrative describing the current and historic physical appearance and condition of the property including the setting, major buildings or resources, outbuildings, and features of the landscape. The description should be concise, factual, and well organized. Use appropriate professional terminology. Marcus Whiffen's American Architecture Since 1780: A Guide to the Styles (M.I.T. Press, Cambridge, 1969), John Blumenson's Identifying American Architecture (American Association for State and Local History, Nashville, 1977), John Poppeliers and S. Allen Chambers's What Style Is It? (Preservation Press, Washington, DC, 1983), and Virginia and Lee McAlester's A Field Guide to American Houses (Alfred A. Knopf, Inc., New York, 1984) are standard guides to American architectural styles and should be consulted when questions of terminology arise. Define any terms used relating to local or regional styles or vernacular forms that are not defined in the major guides. Technical Information for Structures of Engineering or Industrial Significance, found in Appendix IV, and David Weitzman's Traces of the Past: A Guide to Industrial Archaeology (Charles Scribner's Sons, New York, 1980) may be helpful

in describing industrial or engineering structures. National Register Bulletin No. 13, "How to Evaluate and Nominate Designed Historic Landscapes," may be helpful in describing landscapes.

Begin with a **summary paragraph** that briefly describes the property, noting its major physical characteristics and assessing the integrity of the property in regard to location, design, setting, materials, workmanship, feeling, and association. Additional paragraphs should support the summary paragraph and provide a more detailed description of the property. If a continuation sheet is used, mark "x" in the box for "see continuation sheet."

If the property is part of a **multiple property submission**, the description should identify the physical features, including those that make it a member of its property type as well as those that make it unique or distinctive. It should also discuss the property's historic and current condition, and identify and date any alterations, additions, or other changes that have affected the historic integrity of the property, particularly as it relates to the property's representation of its property type.

The following guidelines outline the kinds of information that should be considered in describing architectural or historical properties. The narrative should summarize only that information directly relating to the character and integrity of the property being documented. The depth and length of the summary depend upon the complexity and size of the property and the extent and impact of alterations, additions, and deterioration; the more extensive the alteration of a property, the more detailed the description of changes will need to be. Photographs and sketch maps may be used to supplement the narrative (see pp. 84 - 86).

### Guidelines for Describing Properties

#### Building, Structure, or Object

- a. Type of structure such as dwelling, church, or commercial block.
- b. Building placement such as detached or in a row.
- c. General characteristics:
  1. overall shape of plan and arrangement of interior spaces;
  2. number of stories;
  3. number of vertical divisions or bays;
  4. construction materials, such as brick, wood, or stone, and wall finish such as type of bond, coursing, or shingling;
  5. roof shape such as gabled, hip, or shed;
  6. structural system such as balloon frame, reinforced concrete, or post and beam.
- d. Specific features, including their type, location, number, and appearance:
  1. porches (including verandas, porticos, stoops, and attached sheds);
  2. windows;
  3. doors;
  4. chimneys;
  5. dormers;
  6. other.

- e. Important decorative elements (such as finials, pilasters, bargeboards, brackets, half-timbering, sculptural relief, balustrades, cartouches, and murals or mosaics).
- f. Significant interior features (such as floor plans, stairways, functions of rooms, spatial relationships, wainscoting, flooring, paneling, beams, vaulting, architraves, mouldings, and chimneypieces).
- g. Number, type, and location of outbuildings, with dates, if known.
- h. Other manmade elements (including roadways, contemporary structures, and landscaping).
- i. For moved properties:
  - 1. date of move;
  - 2. descriptions of location, orientation, and setting historically and after the move;
  - 3. reasons for the move;
  - 4. method of moving;
  - 5. effect of the move and the new location on the historic integrity of the property.
- j. Alterations or changes to the property with dates, if known. A restoration is considered an alteration even if an attempt has been made to restore the property to its historic form. If there have been numerous alterations to a significant interior, also submit a sketch of the floor plan illustrating and dating the changes.
- k. Deterioration due to vandalism, neglect, lack of use, or weather, and the effect it has had on the property's historic integrity.
- l. For properties where landscape or open space is an integral part of the property's significance or setting (such as rural properties, college campuses, or the grounds of public buildings), the historic appearance and current condition of natural features, landscape elements, and plant materials that characterized the property during the period of significance, including gardens, walls, paths, roadways, grading, fountains, orchards, fields, forests, rock formations, open space, and bodies of water.

#### Site — Historic

- a. The present condition of the site and its environment.
- b. Natural features that contributed to the selection of the site for the significant event or activity, such as a spring, body of water, trees, cliffs, or promontories.
- c. Other natural features that characterized the site at the time of the significant event or activity, such as vegetation, topography, a body of water, rock formations, or a forest.
- d. Any cultural remains or other manmade evidence of the significant event or activity.
- e. Type and degree of alterations to the above features since the significant event or activity, and their impact on the historic integrity of the site.
- f. Explanation of how the current physical environment and remains of the site reflect the period and associations for which the site is significant.

#### District — Architectural and Historic

- a. The natural and manmade elements comprising the district, including prominent topographical features and structures, buildings, sites, objects, and other kinds of development.

- b. Architectural styles or periods represented and predominant characteristics such as scale, proportions, materials, color, decoration, workmanship, and quality of design.
- c. The general physical relationship of buildings to each other and to the environment: facade lines, street plans, squares, open spaces, density of development, landscaping, principal vegetation, and important natural features. Any changes to these relationships over time. Some of this information may be provided on a sketch map (see p. 34).
- d. The appearance of the district during the period(s) when the district achieved significance and any changes or modifications since.
- e. The general character of the district, such as residential, commercial or industrial and the types of buildings, including outbuildings, found in the district.
- f. The general condition of buildings, including alterations and additions, and any restoration or rehabilitation activities.
- g. The identity of the buildings, groups of buildings or other resources that do and do not contribute to the district's significance (see p. 42 for definitions of **contributing** and **noncontributing** resources). These should be evaluated in relationship to the descriptive characteristics and the areas and periods of significance of the overall property. Specific information about each resource including its date, function, associations, information potential, and physical characteristics should be considered. (If resources are classified by terms other than "contributing" and "noncontributing," clearly explain which terms denote contributing resources and which noncontributing.) All resources should be keyed as contributing or noncontributing on the sketch map submitted with the form (see p. 84).
- h. The ratio of primary noncontributing buildings, sites, structures, and objects to the total number of resources within the district.
- i. Primary contributing buildings, sites, structures, and objects.
- j. The qualities distinguishing the district from its surroundings.
- k. The presence of any archeological resources and their potential to yield important information as well as any related paleo-environmental data.
- l. Open spaces such as parks, agricultural areas, wetlands, and forests; open spaces that once contained significant structures.
- m. For **industrial** districts:
  1. Industrial activities and processes that took or are taking place within the district; important natural and geographical features related to these processes or activities such as waterfalls, quarries, or mines.
  2. Original and other historic machinery still in place.
  3. Linear systems within the district such as canals, railroads, and roads including their approximate length and width and the location of terminal points.
- n. For **rural** districts:
  1. Geographical and topographical features such as valleys, vistas, mountains, and bodies of water that convey a sense of cohesiveness or give the district its rural or natural characteristics.
  2. Examples and types of vernacular, folk, and other architecture, including outbuildings, within the district.
  3. Manmade features and relationships making up the historic and contemporary landscape, including the arrangement and character of fields, roads, irrigation systems, fences, bridges, and vegetation.

4. The historic appearance and current condition of natural features such as vegetation, principal plant materials, open space, cultivated fields, or a forest.

**Statement of Description for Archeological Properties:** Provide a narrative describing the surface and subsurface features making up the archeological site or district. Use appropriate professional terminology. If local terms are used, they should be defined. The description should be concise, factual, and well-organized.

Begin with a **summary paragraph** that briefly describes the past and present physical characteristics of the site and assesses the integrity of the property, that is how much of the property remains and in what condition. Additional paragraphs should support the summary paragraph and provide a more detailed description of the property. If a continuation sheet is used, mark "x" in the box for "see continuation sheet."

If the property is part of a **multiple property submission**, the description should identify the physical features, including those that make it a member of its property type as well as those that make it unique or distinctive. It should also discuss the property's historic and current condition, and identify and date any alterations, additions, disturbances, or other changes that have affected the historic integrity of the property, particularly as they relate to the property's representation of its property type.

The guidelines given below outline the information that should be considered in evaluating properties. The narrative should summarize only that information directly relating to the property being documented and its ability to yield important information or otherwise meet the National Register criteria. The depth and length of the summary depend upon the complexity and size of the property and the impact that changes and disturbances have had on the property's integrity and ability to yield important information; the more extensive the changes, the more detailed the description of the remains and their condition will need to be. Sketch maps and drawings may be used to complement the narrative (see pp. 84 - 85).

### **Guidelines for Describing Archeological Properties**

#### **Site — Archeological**

- a. Site type, such as midden, rockshelter, flake scatter, or historic factory.
- b. Period of time and cultural groups represented by the site, if known, and the data substantiating this identification; comparisons with similar sites that have assisted in identification.
- c. Vertical extent of cultural deposits, and how this was determined.
- d. Material remains, such as artifacts, structural remains, and rock art.
- e. Environmental setting of the site today and in the past, if known, including topography, vegetation, and accessibility to natural resources.
- f. The structure and formation of the site, including stratigraphy, distribution of cultural materials, structural remains, and any past disturbance to the site.
- g. Extent and nature of any excavation, testing, or surface collecting.
- h. Previous archeological investigations at the site with dates, affiliated institutions or organizations, and bibliographic references.