### Glossary

**Abbreviated Report:** A report consisting of a brief cover letter with appended survey forms which constitute a regulatory survey for projects of limited scope. It outlines the details of the project and assesses the project’s effects on the elements within the Area of Potential Effect; used when a full report is not necessary because of the limited scope of a project. This term is used interchangeably with "Letter Report."

**Action:** An act or decision by a governmental entity or organization.

**Adverse Effect:** Harm to historic properties, directly or indirectly caused by an action; adverse effects on historic properties include, but are not limited to: physical destruction, damage or alteration of all or part of the property; isolation of the property from or alteration of the character of the property’s setting; introduction of visual, audible or atmospheric elements that are out of character with the property or that alter its setting; neglect of a property resulting in its deterioration or destruction; transfer, lease or sale of the property; see also Effect, Direct Effect and Indirect Effect.

**Advisory Council on Historic Preservation:** An independent federal agency that advises the President and Congress on preservation; the council reviews proposed federal undertakings, including funding or permits, in order to evaluate and mitigate potential effects on historic properties.

**Area of Potential Effects (APE):** The geographic area within which an undertaking may cause changes in the character of or use of historic properties, if any such properties exist.

**Base Form:** The form used in all New Jersey surveys to record basic background and geographical data for all types of properties; the only form used in reconnaissance-level surveys; the initial form in documenting properties in intensive-level surveys.

**Base Map:** A map that serves as the foundation for identifying and recording geographic information and for keying historic resource information collected as part of a reconnaissance-level or intensive-level survey.

**Bay:** A vertical division of a building; marked not by walls but by fenestration (columns, buttresses, vaulting, window groupings, etc.).
**Boundaries:**  lines which describe the geographical extent or area of an historic property or element.

**Bridge Attachment Form:**  the form used only at the intensive-level to document bridges and culverts; always used in conjunction with a Base Form.

**Building:**  a structure created to shelter any form of human activity; examples include a single construction, such as a house, barn, courthouse, city hall, social hall, library, factory, train depot, fort, hotel, theater, school, store, church or jail, as well as a small group of buildings consisting of a main building and subsidiary buildings that are functionally and historically related such as a courthouse and jail, house and barn, mansion and carriage house.

**Building/Element Attachment Form:**  The form used only at the intensive-level to document buildings, structures (other than bridges and culverts), or objects; always used in conjunction with a Base Form.

**Closed Thematic Survey:**  a thematic survey whose list of properties is established at the outset of the survey; see also Thematic Survey.

**Condition:**  the physical state of an element or property, including its level of repair and ability to function, not the same as integrity or state of preservation; see also State of Preservation and Integrity.

**Contributing Element:**  building, site, structure or object that adds to the historic architectural qualities, historic associations or archaeological values for which an historic district is significant because: 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 it independently meets the National Register criteria.

**Determination of Eligibility (DOE):**  a formal certification issued by the Keeper of the National Register, National Park Service, Department of the Interior that a district, site, building, structure or object meets the National Register criteria for evaluation although the property is not formally listed on the National Register; properties which receive DOE’s may subsequently be listed on the National Register.

**Direct Effect:**  effect caused by an undertaking and occurring at the same place and time; see also Effect.
**Effect:**

the result of an action which causes or may cause any change, whether beneficial or adverse, in the quality of the historical, architectural, archaeological or cultural characteristics that qualified an historic property to meet the criteria for evaluation for the New Jersey Register; for the purposes of determining effect, alteration of features of the property’s location, setting or use may be considered relevant depending on the property’s significant characteristics; see also Adverse Effect, Direct Effect and Indirect Effect.

**Element:**

a building, structure or object; individual elements are found on a property; an element may also be a site, depending on its surroundings; see also Property and Site.

**Elevation:**

1.) any side of a building other than the front side; or 2.) a drawing of a wall of a building; see also Facade.

**Eligibility:**

ability of a property to meet the criteria for registration at the federal level (the National Register) or the state level (New Jersey Register); criteria for both identical.

**Environment:**

the physical surroundings of a property or element; also known as “setting.”

**Evaluation:**

the assessment of a property’s eligibility for listing on the New Jersey or National Register.

**Facade:**

the front wall of a building; see also Elevation and Principal Elevation.

**Farm Attachment Form:**

the form used at the intensive-level which manages the special documentation requirements of an agricultural property; this “umbrella” attachment may be used in conjunction with other attachments, as appropriate, to thoroughly document the agricultural property; always used in conjunction with the Base Form.

**Field Work:**

on site survey activity involving visual and verbal documentation of properties and their settings in the survey area. See also Recordation.

**Function:**

the current use of an historic property or element; see also Historic Function.
| **Geographic Information System (GIS):** | a computerized mapping system that can simultaneously manipulate both mapped geographic data and data associated with specific geographic areas. |
| **Global Positioning System (GPS):** | a device which can register a resource’s physical location using satellite communications. |
| **Historic Context:** | a method of organizing the significance of a property in terms of chronological time frames, cultural themes (or topics) and geographical areas; see Section 1.8 of the Guidelines for a comprehensive list of the twelve statewide historic contexts within which New Jersey history can be analyzed. |
| **Historic District:** | a geographic area which possesses a significant concentration, linkage, or continuity of sites, buildings, structures, or objects connected historically or aesthetically by plan or physical development. A historic district conveys its importance as a unified entity even though it is often composed of a wide variety of resources. Examples of historic districts can include: one principal activity (such as a large industrial facility); a collection of related activities (such as a downtown commercial area); or a cohesive collection of several interrelated activities (such as an entire village or urban neighborhood). |
| **Historic District Overlay Form:** | the form used only at the intensive-level which groups properties within the boundaries of an historic district and documents background and basic information on the district as a whole. |
| **Historic Function:** | the use for which an historic property or element was built or for which it was used during its period of significance; see also Function. |
| **Historic Preservation Fund Grant:** | a federally funded matching grant from the National Park Service administered by the State Historic Preservation Office. |
| **Historic Property:** | any prehistoric or historic district, site, building, structure or object included in, or eligible for inclusion in, the New Jersey or National Register; constitutes a single entry in the New Jersey or National Register. |
**Indirect Effect:** effect caused by an undertaking but farther removed in distance or later in time, but still reasonably foreseeable; examples include changes in the pattern of land use, population density or growth rate that may affect the quality of the historical, architectural, archaeological or cultural characteristics that qualify a property to be listed in the New Jersey or National Registers; see also Effect.

**Industry Attachment Form:** the form used only at the intensive level which documents those characteristics which are specific to industrial buildings; may be used in conjunction with other attachments to document all the elements which contribute to the significance and eligibility of the industrial property; always used in conjunction with the Base Form.

**Integrity:** the ability of a property or element to convey its historic significance; the retention of those essential characteristics and features that enable a property to effectively convey its significance.

**Intensive-level Survey:** a thorough examination of the area being surveyed; designed to identify precisely and completely all historic elements in the area.

**Landscape Attachment Form:** the form used only at the intensive level which documents those characteristics which are specific to designed landscapes; an “umbrella” attachment which may be used in conjunction with other attachments to document all the elements which contribute to the significance and eligibility of the landscape; always used in conjunction with the Base Form.

**Letter Report:** a report in the form of a brief cover letter for the forms which constitute a regulatory survey, it outlines the details of the project and assesses the project’s effects on the elements within the Area of Potential Effect; used when a full report is not necessary because of the limited scope of a project; used interchangeably with Abbreviated Report.

**National Historic Preservation Act of 1966, as amended:** pivotal preservation legislation with respect to current cultural resource protection; it established a broad policy of historic preservation, including the active encouragement of state and local efforts; three key components of the NHPA are the National Register of Historic Places, the State Historic Preservation Office and Section 106; see also National Register of Historic Places, Section 106, Section 110 and State Historic Preservation Office.
**National Register Criteria:**  
Criteria used for evaluating the eligibility of properties and elements for inclusion in the National Register of Historic Places; these include properties and elements that: are associated with events that have made a significant contribution to the broad patterns of our history; are associated with the lives of persons significant in our past; embody the distinctive characteristics of a type, period or method of construction, or that represent a significant and distinguishable entity whose components may lack individual distinction; have yielded or may be likely to yield information important to prehistory or history.

**National Register of Historic Places:**  
The list of buildings, sites, structures, objects and districts deemed worthy of preservation based on an analysis of their history and representation of property types important to our history; maintained by the Keeper of the National Register at the National Park Service, Department of the Interior, in Washington, D.C.

**New Jersey Register of Historic Places:**  
The official list of New Jersey’s historic architectural and archaeological resources; it is patterned after the National Register of Historic Places and both share the same criteria for eligibility, nomination and review process; unlike the National Register, it accords a degree of protection from state, county or municipal undertakings to State Register properties; also, unlike the National Register, private owner objection does not prevent designation of properties and only properties actually listed are afforded protection.

**Noncontributing Element:**  
A building, site, structure or object that does not add to the historic architectural qualities, historic associations or archaeological values for which a property is significant because: it was not present during the period of significance; 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; it does not independently meet the National Register criteria.

**Object:**  
Construction that is primarily artistic in nature or is relatively small in scale and simply constructed, as distinguished from a building or structure; although it may be movable by nature or design, 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, role or character; examples include, but are not limited to, sculpture, monuments, mileposts, boundary markers, statuary, carriage steps, street lighting, and fountains.
<table>
<thead>
<tr>
<th><strong>Open Thematic Survey:</strong></th>
<th>a thematic survey whose list of properties is developed through research conducted during the course of the project itself; see also Thematic Survey.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Project:</strong></td>
<td>a planned undertaking; see also Undertaking.</td>
</tr>
<tr>
<td><strong>Property:</strong></td>
<td>a site or district with its associated setting, which includes subsidiary buildings, site components, structures or other landscape features, which constitute the property’s elements; a property may also be an element depending on its surroundings; see also Element and Site.</td>
</tr>
<tr>
<td><strong>Property Type:</strong></td>
<td>a generic kind of historic property which represents and is defined by an historic context; actual examples of the type may or may not survive.</td>
</tr>
<tr>
<td><strong>Reconnaissance-Level Survey:</strong></td>
<td>a cursory inspection of an area which is most useful for characterizing the area’s elements in general and for developing a basis for deciding how to organize and orient more detailed survey efforts.</td>
</tr>
<tr>
<td><strong>Recordation:</strong></td>
<td>the systematic generation and synthesis of information about historic properties from the properties themselves, by documenting them on forms and in photographs, thus recording architectural elements and surroundings or recording archaeological testing and excavation. See also Field Work.</td>
</tr>
<tr>
<td><strong>Section 106:</strong></td>
<td>the section of the National Historic Preservation Act, as amended, which initiates a review process by considering the consequences to historic properties of a federally funded, licensed or permitted undertaking and then progressively narrows the focus until specific problems can be identified, understood and resolved through consultation with the HPO and ACHP.</td>
</tr>
<tr>
<td><strong>Section 110:</strong></td>
<td>the section of the National Historic Preservation Act, as amended, which places additional responsibility on those federal agencies that own or control historic resources; these responsibilities include, among other things: using historic properties to the maximum extent possible; surveying and nominating those resources that are eligible for the National Register of Historic Places; considering these resources in the planning process.</td>
</tr>
<tr>
<td><strong>Significance:</strong></td>
<td>the historical importance or research value of a property to the history, architecture, archaeology, engineering or culture of a community, state or the nation; significance can be achieved in several ways: association with events, activities or patterns; association with important persons; distinctive physical characteristics of design, construction or form; the potential to yield important information; the area of history in which the property made</td>
</tr>
</tbody>
</table>
important contributions; the period of time when these contributions were made.

**SITE:**

the location of a significant event, a prehistoric or historic occupation or activity, or a ruin, where the location itself maintains historic or archaeological value regardless of the value of any existing structure; examples include, but are not limited to, 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 landscape and natural features such as springs, rock formations and landscapes which have cultural significance; depending upon their relationship to their surroundings, site may be properties or elements; see also Element and Property.

**State Historic Preservation Office (SHPO):**

the office in state or territorial government that administers the preservation programs under the National Historic Preservation Act; in New Jersey, the SHPO is the Historic Preservation Office (HPO), Division of Parks and Forests, Department of Environmental Protection. The acronym (SHPO) is also used to refer to the State Historic Preservation Officer, a gubernatorial appointee responsible for carrying out the requirements of the National Historic Preservation Act as revised; in New Jersey this is the Commissioner of the Department of Environmental Protection.

**State of Preservation:**

the degree to which a property’s original materials and workmanship have survived; used in the evaluation of integrity.

**State Plane Coordinates:**

coordinates used in GIS mapping for use in defining positions in terms of plane-rectangular coordinates; see also Geographic Information System.

**Statement of Significance:**

a concise, well-argued discussion about a property’s eligibility for the New Jersey or National Register and the property’s integrity; should consist of three parts: a summary paragraph about the property’s significance, highlighting specific associations and characteristics through which the property has acquired significance, specific ways the property meets a certain criteria, and the role of important people or cultural affiliations; supporting paragraphs that discuss the history of the property, focusing on those historical associations that make the property eligible for the New Jersey or National Register, presenting the chronological and historical developments of the property; and, supporting paragraphs which discuss historic contexts and trends related to the property.
**Story:**
a horizontal division of a building; the space between the top of a floor and the bottom of the next floor above it.

**Structure:**
a term used to distinguish from buildings those functional constructions made usually for purposes other than creating shelter; examples include, but are not limited to, bridges, tunnels, gold dredges, fire towers, canals, turbines, dams, power plants, corn cribs, silos, highways, shot towers, windmills, grainelevators, kilns, mounds, cairns, palisade fortifications, earthworks, railroad grades, systems of roadways and paths, boats and ships, railroad locomotives and cars, observatories, carousels and aircraft.

**Thematic Survey:**
an architectural survey based on theme or property type; see also Closed Thematic Survey and Open Thematic Survey.

**Undertaking:**
an action by the state, a county, municipality or an agency or instrumentality thereof, which has the potential to result in direct or indirect effects on any district, site, building, structure or object listed in the New Jersey Register; examples include acquisitions, sales, leases, transfers of deed, easements, an agreement or other form of permission allowing use of a registered property, cyclical maintenance and alteration or relocation of a registered property. The following are examples of actions that shall NOT be considered as undertakings: changes in local zoning ordinances; issuance of building or demolition permits to private individuals or corporations; granting of zoning variance to private individuals or corporations; housekeeping and routine maintenance; see also Direct Effect and Indirect Effect.
APPENDIX B
MAP AND MAP
REPOSITORIES

UNPUBLISHED LIST COMPILED BY
ROBERT CRAIG AND RICHARD PORTER
1997
Maps and the Most Important Repositories

To be most effective, architectural surveys require the collation of information from historic period maps that cover the geographic area being surveyed. The major categories of maps that surveyors in New Jersey will find useful are as follows, arranged roughly in chronological order:

<table>
<thead>
<tr>
<th>Period</th>
<th>Maps and Repositories</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revolutionary War</td>
<td>Hills, Erskine, Dunham, etc.</td>
</tr>
<tr>
<td><strong>CA. 1800-1900</strong></td>
<td>Turnpike, canal, and railroad maps</td>
</tr>
<tr>
<td><strong>CA. 1810-20TH C.</strong></td>
<td>Road return maps</td>
</tr>
<tr>
<td><strong>PRE-1850</strong></td>
<td>Local maps, both published and manuscript</td>
</tr>
<tr>
<td><strong>CA. 1840-75</strong></td>
<td>Published local wall maps (for much of the state) at large scale (often 1&quot; = 300')</td>
</tr>
<tr>
<td><strong>1860</strong></td>
<td>County wall maps (which show locations of buildings and property owners) Map of</td>
</tr>
<tr>
<td></td>
<td>Philadelphia, Trenton and Vicinity (1860) and Map of Philadelphia, Camden and</td>
</tr>
<tr>
<td></td>
<td>Vicinity (1860) for south-western NJ (Hunterdon County and southward)</td>
</tr>
<tr>
<td><strong>CA. 1860-PRESENT</strong></td>
<td>Filed land subdivision maps</td>
</tr>
<tr>
<td><strong>CA. 1868-77</strong></td>
<td>County atlases, including the City of Newark</td>
</tr>
<tr>
<td><strong>CA. 1870-</strong></td>
<td>Local street maps in city directories</td>
</tr>
<tr>
<td><strong>CA. 1870-1930</strong></td>
<td>Bird's-eye views</td>
</tr>
<tr>
<td><strong>CA. 1870-1940</strong></td>
<td>City atlases</td>
</tr>
<tr>
<td><strong>CA. 1885-PRESENT</strong></td>
<td>Sanborn Company fire insurance maps (often 1&quot;=50')</td>
</tr>
<tr>
<td><strong>CA. 1888-</strong></td>
<td>New Jersey Geological Survey atlas sheets</td>
</tr>
<tr>
<td><strong>CA. 1890-</strong></td>
<td>Other fire insurance (eg.Scarlett and Scarlett) and factory mutual insurance maps</td>
</tr>
<tr>
<td><strong>1904-</strong></td>
<td>Army Map Service/USGS topographical survey 7.5 minute quadrangles</td>
</tr>
<tr>
<td><strong>1916-PRESENT</strong></td>
<td>Municipal tax maps</td>
</tr>
<tr>
<td><strong>CA. 1920-PRESENT</strong></td>
<td>Aerial photographs</td>
</tr>
<tr>
<td><strong>1930s</strong></td>
<td>Index maps to road surveys (by county and by atlas sheet)</td>
</tr>
</tbody>
</table>
**Major Repositories and Principal Places to Look for Maps**

The above maps can usually be found either locally or in one or more of the following major repositories. Local places to look include, but are not necessarily limited to, the local public library, historical society, and municipal or county engineer’s office. Local insurance agencies of long duration sometimes have acquired useful maps not otherwise easy to find. Surveyors are expected to investigate and use local sources of maps, as well as the repositories listed below, when necessary. Use of county public libraries and historical societies should also be a regular element of map research.

To gain a better background understanding of New Jersey maps, surveyors should read John W Snyder, The Mapping of New Jersey (New Brunswick: Rutgers University Press, 1973). For Revolutionary War maps, surveyors may also find further help from the specialized works of Peter J. Guthorn on Revolutionary War mapmakers, or from a 2-volume set of reproductions of the Berthier (French) maps complied by Howard C. Rice and published by Princeton University Press. For bird’s-eye views, surveyors may wish to consult John W. Reps, Views and View Makers of Urban America (Columbia, MO: University of Missouri Press, 1984), which contains a union list of such views.

**New Jersey State Library and Archives, Trenton:**

Between the Library and the Archives, many of the important maps can be found. The Archives has some of the most important mid-19th-century county maps either in original form or as black-and-white photographic reproductions. The Archives also holds the State’s collection of turnpike, canal, and railroad maps, and reproductions of the Department of Transportation road survey index maps, which occupy two sets of the New Jersey Atlas Sheets (surveyors should be sure to look at both sets). The library is a place to obtain many of the maps referred to above; it also contains all three sets of NJ Sanborn maps that have been published on microfilm.

**Special Collections & University Archives Division, Alexander Library, Rutgers University, New Brunswick:**

“Rutgers Special Collections” contains an outstanding collection of local maps, manuscript and published, and a published index. It also holds reproductions of Hills and Erskine and other maps of the Revolutionary War. Agnes Grametbaur’s index of published NJ maps, 1800-1949 is available here in hard copy. Probably more of the large-scale mid-19th-century wall maps of individual communities are here than anywhere else (and individual maps are being conserved and encapsulated on an ongoing basis).

**New Jersey Historical Society, Newark:**

The Library of the Society holds a large and extremely diverse collection of published and manuscript maps of New Jersey, with a card index (though the Society’s holding are heavily weighted toward northern New Jersey). Grametbaur’s index is also here.

**Newark Public Library, Newark:**

This library, which is known for its extremely large New Jerseyana collections, has extensive map holdings.
**County Clerks’ Offices:**

The County Clerk’s Office in each county is the principal source of land subdivision maps that have been filed since the middle of the 19th century. In some counties, the road return records also include maps of the road returns.

**Firestone Library, Princeton University:**

The Halliburton Map Room contains a substantial collection of New Jersey maps. Among these are a hard-copy set of Sanborns from the Library of Congress. It is useful to consult these maps when the Sanborn Company color-coding of a particular feature must be known.

**New Jersey Bureau of Tidelands, Department of Environmental Protection:**

This bureau holds the most extensive collection of maps of tideland and coastal areas of New Jersey and the most extensive collection of aerial photographs. It is open to consultants by appointment only, and some types of searches require payment of a fee. Call Mike Ryan for details: (609) 292-2573

**New Jersey Department of Transportation, Ewing Township:**

This Department holds the state’s archival holdings of highway right-of-way and “as-built” plans, and bridge designs.
Appendix C
Survey Forms & Instructions
# Form Instruction Introduction

The HPO survey forms are designed to collect and organize the information needed to assess the eligibility of historic properties for listing in the New Jersey and National Registers of Historic Places. None of the forms are as detailed as a National Register of Historic Places nomination. Each type of survey form has a set of instructions for its completion, organized according to its data fields. There are different forms available for documenting New Jersey’s districts and properties. The system of forms consists of a **Base Form**, **Attachments**, the **Historic District Overlay**, and an **Eligibility Worksheet**. Attachments prompt the surveyor to provided information tailored to the evaluation of particular elements that make up a property. These form also make the recorded information easily accessible and enable the user to group resources into subtypes thereby allowing the development of specific contexts for future evaluation. See Section 1.6 of the Architectural Survey Guidelines for additional information and examples of form usage. The following list provides a brief description of each form and how it should be used.

<table>
<thead>
<tr>
<th><strong>Base Form:</strong></th>
<th>This form is used in all surveys to record basic background and geographical data for all types of properties. For reconnaissance-level surveys, this form is the only form used. For intensive-level surveys, this form is the first step in documenting the property.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Historic District Overlay:</strong></td>
<td>This form is used only at the intensive level to record basic background and descriptive information about the historic district. It documents the district as a whole. Properties within the historic district are represented by Base Forms and Attachments, as appropriate.</td>
</tr>
<tr>
<td><strong>Attachments:</strong></td>
<td>Attachments are used only at the intensive level to record specific information about specific elements that make up a property. Attachments will always refer to the property recorded on the Base Form. A property may have a variety of elements that relate to its significance, therefore, any number of Attachments may be completed for a particular property.</td>
</tr>
<tr>
<td><strong>For planning surveys:</strong> Attachments will be completed for properties that were recommended for further research in the reconnaissance-level report, or properties that would be considered key-contributing properties in historic districts.</td>
<td></td>
</tr>
<tr>
<td><strong>For regulatory surveys:</strong> Attachments will be completed for properties that are over fifty years of age and are subject to impacts of an undertaking.</td>
<td></td>
</tr>
<tr>
<td><strong>Building/Element Attachment:</strong></td>
<td>This attachment is used only at the intensive level to document the buildings, structures or objects that make up a property. This attachment should always be used in conjunction with a Base Form, and other Attachments as appropriate.</td>
</tr>
</tbody>
</table>
Bridge Attachment: This attachment is used only at the intensive level to document bridges and culverts. This attachment should always be used in conjunction with a Base Form, and other Attachments as appropriate.

Landscape Attachment: This attachment is used only at the intensive level to document designed landscapes (versus cultural or traditional landscapes). Designed landscapes may be an element of a larger property (a kitchen garden on an estate), or may be the “major element” of the property (a large urban park), in which case the form serves to document the landscape as a whole. Additional elements within the landscape (bridges, buildings, etc.) should be documented on their own Attachments. (Cultural or traditional landscapes should be recorded using the Historic District Overlay.)

Farm Attachment: This attachment is used only at the intensive level to document agricultural complexes. An agricultural complex generally contains many elements that need to be recorded in order to fully document the property, therefore, this attachment serves to describe the complex as a whole. Additional elements within the agricultural complex (buildings, barns, bridges etc.) should be documented on their own Attachments. This Attachment should always be used in conjunction with a Base Form, and other Attachments as appropriate.

Industry Attachment: This attachment is used only at the intensive-level to document industrial buildings. Each significant industrial building of the property should be documented on an Industry Attachment. Additional elements within the industrial complex (non-industrial buildings, bridges, structures, etc.) and should be documented on their own Attachments. This Attachment should always be used in conjunction with a Base Form, and other Attachments as appropriate.

Eligibility Worksheet: This form should be used only at the intensive level to assess eligibility for historic districts or individual properties.

For planning surveys: The Worksheet will be completed for historic districts as recorded on the Historic District Overlay, and individual properties that were recommended for further research in the reconnaissance level report.

For regulatory surveys: The Worksheet will be completed for individual properties that are over fifty years of age and are subject to impacts of an undertaking, or historic districts as recorded on the Historic District Overlay.

Continuation Sheet: This form should be used at the reconnaissance or intensive level to attach additional text, photographs or other illustrations to continue or amplify any survey form or attachment.
**Base Form Instructions**

**General Instructions:** This form should be used to record basic background and geographical data for surveys. For reconnaissance-level survey, this form is the only one used to document a property. For intensive-level survey, this form is the first step in documenting the property, and Attachments should be competed for specific elements (i.e. buildings, bridges, landscapes). Any and all questions about completing the forms should be directed to the HPO. There are some fields for which data lists are provided. In such cases, please choose the most appropriate word from the supplied list. For information that is not known, write “unknown” in the appropriate blank. For fields which are not applicable to the property in question, write “N/A” in the appropriate blank. Continuation sheets may be used for additional text, photographs, and other graphics. Multiple responses for a field should be logged on the continuation sheet.

**Historic Sites #:** This field is for HPO use only. This number is an alphanumeric code used to uniquely identify all surveyed properties. This number will be assigned by the HPO once the form is received. For intensive-level surveys, this number will be the same for all attachments.

**Surveyor Information:** At the bottom of all pages, note the name of the survey, and include the name(s) of the person(s) completing the form. If two or more people were involved in the research and writing, include all names. Include the name(s) of the surveyor, preparer and sponsor, if different. Also include the date on which the form was completed.

**Property Name:** Give the common or most descriptive name of the property.

**Street Address:** Please provide the legal address of the property being surveyed. In the near future, addresses will be used to locate surveyed properties in the HPO’s GIS system, and these fields are designed to ensure consistency in specifying this information. Whenever possible, use the official name of the roadway, rather than its numeric designation (e.g., use the name “Main” rather than “Route 36”). For example, an address such as: “501 East State Street” would be recorded as: LowNumber = 501, Prefix = E, Name = State, and Type = ST.

**Low Number:** Provide the street number of the property. If there is a single number for this property, place it in this field. If there is a range of numbers for the property (e.g., 69-73), place the lowest number in this field, and the highest number in the HighNumber field. This field is restricted to numeric entries.

**High Number:** If there is a range of numbers for the property (e.g., 69-73), place the highest number in this field. This field is restricted to numeric entries.
Low Apartment: If applicable, provide the apartment number of the property. If there is a single number or letter indicating an apartment or unit place it in this field ("1" or "A" or "1A" are all valid entries). If there is a range of apartment or unit numbers or letters (e.g., 1 through 4 or A through D), place the lowest number or letter in this field, and the highest number or letter in the High Apartment field.

High Apartment: If there is a range of apartment or unit numbers or letters (e.g., 1 through 4 or A through D), place the highest number or letter in this field.

Prefix: This is a restricted data field. If applicable, indicate the prefix associated with the roadway name: N, S, E, W, NW, NE, SW, SE.

Name: Provide the full name of the roadway without any prefixes, suffixes, or type designations. For example, enter "Main" in this field. Do NOT enter "S Main St" in this field. The "S" is a prefix and should be entered in the prefix field. The "St." is a type and should be entered in the TYPE field. For federal, state or county highways, that do not have official names, please use the following conventions:

For federal highways, write out the name as follows: US Hwy 95
For state highways, write out the name as follows: State Hwy 18
For county highways, write out the name as follows: County Hwy 351

Suffix: This is a restricted data field. If applicable, indicate the suffix associated with the roadway name: N, S, E, W, NW, NE, SW, SE, EXT.

Type: This is a restricted data field. From the list provided, indicate the type of roadway:

<table>
<thead>
<tr>
<th>Avenue</th>
<th>AVE</th>
<th>Lane</th>
<th>LN</th>
</tr>
</thead>
<tbody>
<tr>
<td>Boulevard</td>
<td>BLVD</td>
<td>Parkway</td>
<td>PKWY</td>
</tr>
<tr>
<td>Circle</td>
<td>CIR</td>
<td>Place</td>
<td>PL</td>
</tr>
<tr>
<td>Court</td>
<td>CT</td>
<td>Ramp</td>
<td>RAM</td>
</tr>
<tr>
<td>Drive</td>
<td>DR</td>
<td>Road</td>
<td>RD</td>
</tr>
<tr>
<td>Freeway</td>
<td>FWY</td>
<td>Route</td>
<td>RTE</td>
</tr>
<tr>
<td>Street</td>
<td>ST</td>
<td>Terrace</td>
<td>TER</td>
</tr>
<tr>
<td>Thoroughfare</td>
<td>THFR</td>
<td>Turnpike</td>
<td>TPKE</td>
</tr>
<tr>
<td>Way</td>
<td>WAY</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

In a few cases, addresses may be entirely absent. For these unusual cases, please indicate the nearest intersection of two streets. Fill out the following fields for each of the intersecting streets:

For the first intersecting street:

Prefix1: Defined as above.
Name1: Defined as above.
Suffix1: Defined as above.
Type1: Defined as above.

For the second intersecting street:

Prefix2: Defined as above.
Name2: Defined as above.
Suffix2: Defined as above.
Type2: Defined as above.
**Municipality:**
These are restricted data fields. Give the full name of the county and incorporated municipality in which the property is located. If located in multiple municipalities (or counties), list all those that apply. The allowable data can be found in the New Jersey Local Place Names list available from the HPO.

**Zip Code:**
Give the postal zip code for the area in which the property is located.

**Local Place Name:**
When applicable, give the local place name in which the property is located (i.e. Ocean Grove which is in Neptune Township). A list of local place names is available from the HPO.

**Block:**
Municipal tax identification number, available from the local tax maps or tax assessor’s office. List all that apply

**Lot:**
Municipal tax identification number, available from the local tax maps or tax assessor’s office. List all that apply

**Ownership:**
This is a restricted data field. Indicate whether the property is owned by a Public, Private, or Non-profit entity.

**USGS Quad:**
This is a restricted data field. From the following list, note the full name(s) of the United States Geological Survey (USGS) quad on which the property appears. List all that apply.

<table>
<thead>
<tr>
<th>Adelphia</th>
<th>Bushkill</th>
<th>Flemington</th>
</tr>
</thead>
<tbody>
<tr>
<td>Allentown</td>
<td>Caldwell</td>
<td>Forked River</td>
</tr>
<tr>
<td>Alloway</td>
<td>Camden</td>
<td>Fortescue</td>
</tr>
<tr>
<td>Arthur Kill</td>
<td>Canton</td>
<td>Frankford</td>
</tr>
<tr>
<td>Asbury Park</td>
<td>Cape Henlopen</td>
<td>Franklin</td>
</tr>
<tr>
<td>Atlantic City</td>
<td>Cape May</td>
<td>Freehold</td>
</tr>
<tr>
<td>Asion</td>
<td>Cassville</td>
<td>Frenchtown</td>
</tr>
<tr>
<td>Avalon</td>
<td>Cedarville</td>
<td>Gladstone</td>
</tr>
<tr>
<td>Bangor</td>
<td>Central Park</td>
<td>Green Bank</td>
</tr>
<tr>
<td>Barnegat Light</td>
<td>Chatham</td>
<td>Greenwood Lake</td>
</tr>
<tr>
<td>Beach Haven</td>
<td>Chatsworth</td>
<td>Hackensack</td>
</tr>
<tr>
<td>Belvidere</td>
<td>Chester</td>
<td>Hackettsown</td>
</tr>
<tr>
<td>Ben Davis Point</td>
<td>Clementon</td>
<td>Hamburg</td>
</tr>
<tr>
<td>Bernardsville</td>
<td>Columbus</td>
<td>Hammonton</td>
</tr>
<tr>
<td>Beverly</td>
<td>Coney Island</td>
<td>Heislerville</td>
</tr>
<tr>
<td>Blairstown</td>
<td>Culvers Gap</td>
<td>High Bridge</td>
</tr>
<tr>
<td>Bloomsbury</td>
<td>Delaware City</td>
<td>Highstown</td>
</tr>
<tr>
<td>Bombay Hook</td>
<td>Dividing Creek</td>
<td>Hopewell</td>
</tr>
<tr>
<td>Boonton</td>
<td>Dorothy</td>
<td>Indian Mills</td>
</tr>
<tr>
<td>Bound Brook</td>
<td>Dover</td>
<td>Jamesburg</td>
</tr>
<tr>
<td>Branchville</td>
<td>Easton</td>
<td>Jenkins</td>
</tr>
<tr>
<td>Bridgeport</td>
<td>Egg Harbor City</td>
<td>Jersey City</td>
</tr>
<tr>
<td>Bridgeton (NJ)</td>
<td>Elizabethtown</td>
<td>Keswick Grove</td>
</tr>
<tr>
<td>Brigantine Inlet</td>
<td>Elmer</td>
<td>Keyport</td>
</tr>
<tr>
<td>Bristol</td>
<td>Farmingdale</td>
<td>Lake Messkenoza</td>
</tr>
<tr>
<td>Brookville</td>
<td>Five Points</td>
<td>Lakehurst</td>
</tr>
<tr>
<td>Browns Mills</td>
<td>Flatbrookville</td>
<td>Lakewood</td>
</tr>
<tr>
<td>Buena</td>
<td></td>
<td>Lambertville</td>
</tr>
</tbody>
</table>
Description:

This section should be used to give the reader a clear mental image of the nature and type of property being surveyed. It should note the basic form and style of the property as well as any character-defining features. References to materials, construction, and compositional techniques should be used whenever possible. This narrative should also elaborate upon significant exterior materials and designs, and discuss major alterations and their dates. On-site inspection and/or comparison with other properties may lead to theories on construction, styles, dates, alterations, etc. If, in the course of a reconnaissance-level survey, a potential historic district is observed, include that information in the description (i.e., “surrounding commercial downtown area has historic district potential”).

Registration and Status Dates:

Provide dates for when all or part of the property was listed on the New Jersey or National Registers of Historic Places. Also indicate Yes or No if all or part of the property is a National Historic Landmark (NHL). Provide dates if the property has a Determination of Eligibility (DOE) from the Keeper of the National Register, a SHPO Opinion, or if the property has been designated historic through a formal local process. Under “Other”, note the date of when all or part of the property was recognized in another way (i.e. listed as historic in a county-wide survey, municipal master plan, etc.) Dates should be entered in a completely numerical format (i.e.: 04/14/82 not April 14, 1982).
**Photograph:**  
A 35mm 35” x 5” black-and-white or color photograph that gives the most informative view of the property should be attached directly to the form. Generally, with a free-standing resource, a front and side view filling 75% of the print is recommended. The image can be either portrait or landscape orientation in the photograph; however, the photograph must be mounted as indicated on the form (attach portrait oriented photographs with the top to the left). Additional photographs may be mounted to continuation sheets.

**Location Map:**  
Include a 2” x 3” map which shows the location of the property being surveyed. The map should be a digital ortho-photo quarter quad, available from NJDEP map scales or a variety of world wide web sites. USGS topographic maps are acceptable and municipal maps are also acceptable, provided they show enough context to identify the location on other map sources. Include a north arrow and bar scale.

**Site Map:**  
This map should be included for intensive-level surveys only. This map is necessary when there is more than one element per property, and should be used to show the relationship of the elements to each other (i.e. a house with significant outbuildings as recorded on the Base Form, and Building/Element Attachments. The map should be a municipal tax map or digital ortho-photo quarter quad. Include a north arrow and bar scale.

**Bibliography/Sources:**  
Include citations of research sources consulted regarding the property.

**Additional Information:**  
Provide any additional information relevant to the property.

---

**For Reconnaissance-Level Survey Only**

**More Research Needed:**  
Indicate Yes or No to note whether this property warrants further research at the intensive level based on the initial survey findings.

---

**For Intensive-Level Survey Only**

**Attachments Included:**  
Indicate the number of additional forms attached to this Base Form.

**Historic Districts:**  
Indicate Yes or No to note whether this property is included within the boundaries of an existing or potential historic district.

**Name:**  
Indicate the name of the existing or potential historic district that encompasses this property.
**Key Contributing/Contributing/Non Contributing:**

Indicate how this property relates to the existing or potential historic district by checking one of these categories.

<table>
<thead>
<tr>
<th>Associated Archaeological Site/Deposits:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Indicate if there are any known prehistoric or historic archaeological sites or deposits associated with the property. If any are known or there is the potential for an associated site or deposit, please describe.</td>
</tr>
</tbody>
</table>
New Jersey Department of Environmental Protection
Historic Preservation Office

BASE SURVEY FORM

Property Name: ____________________________________________

Street Address: Street #: _____ (Lw) _____ (Hly)

Prefix: _______ Street Name: ____________________________

County(s): ____________________________ Zip Code: _______

Municipality(s): ____________________________

Local Place Name(s): ____________________________ Block(s): _____ Lot(s): _______

Ownership: ____________________________ USGS Quad: ____________

Description:

Registration and Status Dates.

National Historic Landmark: _______ SHPO Opinion: /_____/_____

National Register: /_____/_____

New Jersey Register: /_____/_____

Local Designation: /_____/_____

Other Designation: ____________________________

Determination of Eligibility: /_____/_____

Other Designation Date: /_____/_____

Photograph:

5" x 3.5" - Please mount photos as indicated.
For portrait oriented photos, mount with the top to the left.

Survey Name: ____________________________ Date: ____________
surveyor: ____________________________
Organization: ____________________________
<table>
<thead>
<tr>
<th>Location Map:</th>
<th>Site Map:</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.5&quot; x 3.5&quot; (include North Arrow and Bar Scale)</td>
<td>INTENSIVE-LEVEL USE ONLY 2.5&quot; x 3.5&quot; (include North Arrow and Bar Scale)</td>
</tr>
</tbody>
</table>

**Bibliography/Sources:**

**Additional Information:**

**More Research Needed?** □ Yes □ No

**INTENSIVE LEVEL USE ONLY:**

<table>
<thead>
<tr>
<th>Attachments Included:</th>
<th>Building/Element</th>
<th>Landscape</th>
<th>Farm</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Bridge</td>
<td>Industry</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Historic District:</th>
<th>□ Yes □ No</th>
</tr>
</thead>
</table>

**Historic District Name:** ________________________________

**Status:**

<table>
<thead>
<tr>
<th>Key Contributing</th>
<th>Contributing</th>
<th>Non Contributing</th>
</tr>
</thead>
</table>

**Associated Archaeological Site/Deposits?** □ Yes □ No

(Known or potential sites - if yes, please describe briefly)

---

Survey Name: ________________________________

Surveyor: ________________________________

Date: ________________________________

Organization: ________________________________
Building/Element Attachment Form Instructions

General Instructions: This attachment should be used to document individual buildings, structures, and objects for all intensive-level surveys. The type of element being documented should be indicated by checking the appropriate box at the top of the form. Only one building, structure or object should be documented on each attachment form. Additional attachments should be completed for other significant elements that make up the property. (Questions about completing the forms should be directed to the HPO.) There are some fields for which data lists are provided. In such cases, please choose the most appropriate word from the supplied list. For information that is not known, write “unknown” in the appropriate blank. Some fields on the Building/Element Attachment apply only to buildings or structures, indicated by “B” (Building) or “S” (Structure) following the field name. Continuation sheets may be used for additional text, photographs, and other graphics. Multiple responses for a field should be listed on the continuation sheet.

Building/Structure/Object: Check only one box at the top of the attachment to indicated what type of element is being surveyed. See Sections 2.1.3 or 3.1.3 of the Architectural Survey Guidelines for definitions of these categories.

Historic Sites #: This field is for HPO use only. This number is an alphanumeric code used to uniquely identify all surveyed properties. This number will be assigned by the HPO once the form is received. This number will be the same as assigned on the base form.

Surveyor Information: At the bottom of all pages, note the name of the survey, and include the name(s) of the person(s) completing the form. If two or more people were involved in the research and writing, include all names. Include the name(s) of the surveyor, preparer and sponsor, if different. Also include the date on which the form was completed.

Common Name: A descriptive name, name of the current owner or occupant, or street address, or combination thereof may be listed under common name. Some elements are known by compound names and should be so identified.

Historic Name: The historic name could be the earliest known name, the name of the original owner, the name of the most significant occupant, or the element’s most significant use. If several historic names are known, use the one most closely associated with the most salient aspects of its history.
**Present Use:**

This is a restricted data field. Indicate the primary present use of the element by choosing the most appropriate activity from the list that follows. The list provided corresponds to the “Land Use Activity Classification” of the American Planning Association’s draft Land Based Classification Standards. Examples are provided in parentheses for clarification only, and should not be entered on the form.

- **Residential Activity**
  - Permanent
    - (single family, multi family etc.)
  - Transient, nonfamily
    - (hotels, motels, etc.)
  - Transient, institutional
    - (dorms, rehabs, etc.)

- **Commercial Activity**
  - Shopping (retail)
  - Standalone (Single store)
  - Malls and shopping centers
  - Personal Services
  - Eating, Drinking
  - Office activity - private business
  - Office activity - public, governmental

- **Industrial Activity**
  - Research and development
  - Light industrial
  - Heavy industrial
  - Heavy goods handling and processing

- **Transportation and Movement Activity**
  - Pedestrian movement
  - Vehicular movement
  - Vehicular parking
  - Passenger assembly

- **Mass Assembly**
  - Sports
  - Movies
  - Concerts, fairs, etc.

- **Institutional Activities**
  - Educational activity (schools)
  - Government Services
  - Public Safety activities (fire, EMS, etc.)
  - Public utility services
    - (landfills, waterworks, etc.)
  - Prison and jail
  - Religious activity (non residential)

- **Recreational and Entertainment Activity**
  - Active recreation - outdoor
    - (ball fields, etc.)
  - Active recreation - indoor
    - (health clubs, gyms, etc.)
  - Passive recreation - outdoor (parks)
  - Passive recreation - indoor (casinos)

- **No Activity**

- **Unclassifiable Activities**

---

**Historic Use:**

This is a restricted data field. Indicate the primary historic use of the element by choosing the most appropriate activity from the list above. The list provided corresponds to the “Land Use Activity Classification” of the American Planning Association’s draft Land Based Classification Standards. Examples are provided in parentheses for clarification only, and need not be entered on the form.
Construction Date and Source:

If known, please indicate the exact date of construction (i.e. 1943 or 1842-43). If the exact date is not known, give the construction date by circa date. Source of date (i.e. 1859 and 1876 maps, stylistic evidence, cornerstone) should be cited.

Alteration Date(s) and Source:

If known, please indicate the exact date of all significant alterations (i.e. 1943 or 1842-43). If the exact date is not known, give the alteration date by circa date. Source of date (i.e. 1859 and 1876 maps, stylistic evidence, cornerstone) should be cited.

Designer:

Give the name of the primary individual or firm (architect, engineer, artist, etc.) responsible for designing the element.

Builder:

When appropriate, also indicate the name of the primary individual or company responsible for constructing the building or structure.

Style:

This is a restricted data field. If applicable, choose one of the following architectural styles which most closely describes the element. If the element embodies more than one style, choose the most predominant and include the others in the exterior description. For definitions of the following terms, consult the suggested readings in Section 4 of the Architectural Survey Guidelines. If the element is a vernacular adaptation of a popular style, enter the name of the style followed by the word “vernacular” (i.e. Federal, vernacular).

<table>
<thead>
<tr>
<th>Adirondack Rustic</th>
<th>Egyptian Revival</th>
<th>Post-Modern</th>
</tr>
</thead>
<tbody>
<tr>
<td>American Renaissance</td>
<td>Federal</td>
<td>Prairie</td>
</tr>
<tr>
<td>Art Moderne</td>
<td>French Eclectic</td>
<td>Queen Anne</td>
</tr>
<tr>
<td>Art Deco</td>
<td>Georgian</td>
<td>Renaissance Revival</td>
</tr>
<tr>
<td>Beaux Arts</td>
<td>Georgian Revival</td>
<td>Richardsonian Romanesque</td>
</tr>
<tr>
<td>Brutalism</td>
<td>Gothic Revival</td>
<td>Romanesque Revival</td>
</tr>
<tr>
<td>Chateauesque</td>
<td>Greek Revival</td>
<td>Second Empire</td>
</tr>
<tr>
<td>Colonial</td>
<td>Italian Renaissance</td>
<td>Shingle</td>
</tr>
<tr>
<td>Colonial Revival</td>
<td>Italianate</td>
<td>Spanish Colonial Revival</td>
</tr>
<tr>
<td>Craftsman</td>
<td>Modernistic</td>
<td>Stick</td>
</tr>
<tr>
<td>Deconstructivist</td>
<td>New Formalism</td>
<td>Sullivanesque</td>
</tr>
<tr>
<td>Dutch Colonial Revival</td>
<td>None</td>
<td>Tudor Revival</td>
</tr>
<tr>
<td>Dutch Colonial</td>
<td>Octagon</td>
<td>Wrightian</td>
</tr>
<tr>
<td>Eastlake</td>
<td>Post-Medieval English</td>
<td>Other</td>
</tr>
</tbody>
</table>

Physical Condition:

This is a restricted data field. Based on an inspection of the exterior, this refers solely to the physical condition of the element, not its architectural integrity or extent of alterations.

**Excellent:** No visible repair work needed
**Good:** Need for general maintenance
**Fair:** In need of more than routine maintenance
**Poor:** In need of major repairs
**Remaining Historic Fabric:**

This is a restricted data field. Using the three choices, indicate whether the building or structure retains a High, Medium, or Low amount of its original historic fabric. This estimate, based on visual observation and/or archival research, includes materials, finishes, details, and any character-defining features.

**Form:**

This is a restricted data field. If applicable, choose one of the following building forms which most closely describes the building. If the building embodies more than one form, choose the most predominant and include the others in the exterior description. For definitions of the following terms, consult the suggested readings in Section 4 of the Architectural Survey Guidelines.

<table>
<thead>
<tr>
<th>2/3 Georgian</th>
<th>East Jersey Cottage</th>
<th>Ranch</th>
</tr>
</thead>
<tbody>
<tr>
<td>Apartment</td>
<td>Four Square</td>
<td>Row</td>
</tr>
<tr>
<td>Big Box Retail</td>
<td>Four-over-Four</td>
<td>Saltbox</td>
</tr>
<tr>
<td>Bungalow</td>
<td>Gable Front</td>
<td>Semi-Detached</td>
</tr>
<tr>
<td>Cape Cod</td>
<td>Gable Ell</td>
<td>Shotgun</td>
</tr>
<tr>
<td>Center Hall</td>
<td>H-plan</td>
<td>Side Hall</td>
</tr>
<tr>
<td>Commercial</td>
<td>Hipped Ell</td>
<td>Single Pen</td>
</tr>
<tr>
<td>Deep East Jersey Cottage</td>
<td>I-House</td>
<td>Skyscraper</td>
</tr>
<tr>
<td>Double Pile</td>
<td>Irregular</td>
<td>Split Level</td>
</tr>
<tr>
<td>Double Pen</td>
<td>Octagon</td>
<td>U-Plan</td>
</tr>
<tr>
<td>Duplex</td>
<td>Pyramidal</td>
<td>Other</td>
</tr>
<tr>
<td>E-Plan</td>
<td>Round Hut</td>
<td></td>
</tr>
</tbody>
</table>

**Type:**

This is a restricted data field. Referring primarily to outbuildings or other secondary buildings, choose one of the following building types which most closely describes the building. If the building or structure embodies more than one type, choose the most predominant and include others in the exterior description.

<table>
<thead>
<tr>
<th>Berry Drier</th>
<th>Greenhouse</th>
<th>Shed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carriage House</td>
<td>Hay Barrack</td>
<td>Silo</td>
</tr>
<tr>
<td>Cistern</td>
<td>Hog House</td>
<td>Smokehouse</td>
</tr>
<tr>
<td>Corncrib</td>
<td>Milk House</td>
<td>Springhouse</td>
</tr>
<tr>
<td>Dutch Barn</td>
<td>Octagonal/Polygonal Barn</td>
<td>Three Gable Barn</td>
</tr>
<tr>
<td>English/Three Bay Barn</td>
<td>Poultry House/</td>
<td>Transverse Frame Barn</td>
</tr>
<tr>
<td>Erie Shore Barn</td>
<td>Chicken Coop</td>
<td>Windmill</td>
</tr>
<tr>
<td>Garage</td>
<td>Power House</td>
<td>Wisconsin Dairy Barn</td>
</tr>
<tr>
<td>Gazebo</td>
<td>Privy</td>
<td>Worker Housing</td>
</tr>
<tr>
<td>German/Pennsylvania Barn</td>
<td>Root Cellar</td>
<td>Other</td>
</tr>
<tr>
<td>Granary</td>
<td>Round Barn</td>
<td></td>
</tr>
</tbody>
</table>

**Stories:**

If applicable, indicate the number of stories (vertical levels) in the building.

**Bays:**

If applicable, indicate the number of bays (horizontal fenestration on the facade) in the building.
**Exterior Finish**

**Materials:**

This is a restricted data field. If applicable, choose one of the following materials to indicate the most prominent exterior finish. If the building has more than one type of exterior material, choose the most important or most represented on the primary facade, and include the others in the exterior description.

| Aluminum Siding | Glass, Curtain Wall | Terra Cotta |
| Aluminum Siding | Glass, Block | Vinyl Siding |
| Asbestos Siding | Homasote | Wood, Other |
| Asphalt Shingle | Insulbrick | Wood, Clapboard |
| Brick, Header Bond | Permastone | Wood, Shiplap |
| Brick, Running Bond | Porcelain-Enameled Steel | Wood, Plywood |
| Brick, Flemish Bond | Pressed Metal | Wood, Bead Board |
| Brick, English Bond | Sheet Aluminum | Wood, Log |
| Brick, Common Bond | Stainless Steel | Wood, Plank |
| Cast Iron | Stone, Rubble | Wood, Half Timbered |
| Cast Stone | Stone, Coursed Rubble | Wood, Shaped Shingles |
| Concrete | Stone, Ashlar | Wood, Board and Batten |
| Concrete Block, Rusticated | Stone, Random Ashlar | Wood, Flush |
| Concrete Block, Modern | Stone, Vermiculated | Wood, Shingles |
| Corrugated Steel | Stone, Cobblestone | Other |
| Fiberglass | Stucco | |
| Glass, Carrara | |

**Roof Finish**

**Materials:**

This is a restricted data field. If applicable, choose one of the following materials to indicate the most prominent roof finish. If the building has more than one type of roofing material, choose the most predominant one and include the others in the description.

| Asbestos Shingle | Glass | Tile, Concrete |
| Asbestos Shingle | Metal | Tile, Spanish |
| Built-up Tar | Rolled Asphalt | Tin |
| Cold Membrane | Rubber Membrane | Unknown |
| Copper | Slate | Wood, Shake |
| Crushed Aggregate | Standing Seam Metal | Wood, Shingle |
| Flat Seam Metal | Tile, Roman | Other |

**Exterior Description:**

This section should be used to give the reader a clear mental image of the nature and type of element being surveyed. It should note the basic form and style of the element as well as any character-defining features. References to materials, construction, and compositional techniques should be used whenever possible. This should also elaborate upon all significant exterior materials and designs, and discuss major alterations and their dates. On-site inspection and/or comparison with other elements may lead to theories on construction, styles, dates, alterations, etc. Do not repeat here if the description is the same as that outlined on the Base Form.
**Interior Description:**

Interior descriptions should be provided for significant and accessible interiors of publicly-owned, and when appropriate, privately-owned buildings or structures. This section should also be used to give the reader a clear mental image of the nature and type of interior being surveyed. It should discuss the building’s interior features including finishes and decor. This narrative should also elaborate upon significant interior materials and designs, and discuss major alterations and their dates. References to materials, construction, and compositional techniques should be used whenever possible. On-site inspection and/or comparison with other buildings may lead to theories on construction, styles, dates, alterations, etc.

---

**Setting:**

Setting is the location and environment of the element and its relationship to its surroundings (both natural and manmade). Indicate the approximate size and nature of the element and the location of related elements. Explain the relationships between the element and related transportation routes and surrounding landscape.
### BUILDING/ELEMENT ATTACHMENT

<table>
<thead>
<tr>
<th>Category</th>
<th>Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Common Name</td>
<td></td>
</tr>
<tr>
<td>Historic Name</td>
<td></td>
</tr>
<tr>
<td>Present Use</td>
<td></td>
</tr>
<tr>
<td>Historic Use</td>
<td></td>
</tr>
<tr>
<td>Construction Date</td>
<td></td>
</tr>
<tr>
<td>Source</td>
<td></td>
</tr>
<tr>
<td>Alteration Date(s)</td>
<td></td>
</tr>
<tr>
<td>Source</td>
<td></td>
</tr>
<tr>
<td>Designer</td>
<td></td>
</tr>
<tr>
<td>Physical Condition</td>
<td></td>
</tr>
<tr>
<td>Builder</td>
<td></td>
</tr>
<tr>
<td>Remaining Historic Fabric</td>
<td></td>
</tr>
<tr>
<td>Style</td>
<td></td>
</tr>
<tr>
<td>Form (B)</td>
<td></td>
</tr>
<tr>
<td>Storrie (B)</td>
<td></td>
</tr>
<tr>
<td>Type (B, S)</td>
<td></td>
</tr>
<tr>
<td>Bays (B)</td>
<td></td>
</tr>
<tr>
<td>Roof Finish Materials (B, S):</td>
<td></td>
</tr>
<tr>
<td>Exterior Finish Materials:</td>
<td></td>
</tr>
</tbody>
</table>

**Exterior Description:**

**Interior Description:**

**Setting:**
**Bridge Attachment Form Instructions**

**General Instructions:** This attachment should be used to document bridges for all intensive-level surveys. (Questions about completing the forms should be directed to the HPO.) There are some fields for which data lists are provided. In such cases, please choose the most appropriate word from the supplied list. For information that is not known, write “unknown” in the appropriate blank. Continuation sheets may be used for additional text, photographs, and other graphics. Multiple responses for a field should be listed on the continuation sheet.

**Historic Sites #:** This field is for HPO use only. This number is an alphanumeric code used to uniquely identify all surveyed properties. This number will be assigned by the HPO once the form is received. For intensive-level surveys, this number will be the same as assigned on the base form.

**Surveyor Information:** At the bottom of all pages, note the name of the survey, and include the name(s) of the person(s) completing the form. If two or more people were involved in the research and writing, include all names. Include the name(s) of the surveyor, preparer and sponsor, if different. Also include the date on which the form was completed.

**Common Name:** Provide the common name of the bridge.

**Historic Name:** If applicable, provide the historic name of the bridge.

**Feature Carried:** Give the name of the feature that the bridge carries (i.e. “New Jersey Transit Morristown Line” or “Route 526”)

**Feature Crossed:** Give name of the feature that the bridge intersects or spans (i.e. “Delaware River”)

**Milepost:** This number usually only applies to railroad bridges. Give the milepost number of the bridge.

**Owner/Operator:** This is a restricted data field. Choose one of the following owner/operators:

- Conrail
- County
- Municipal
- NJ Transit
- NJDOT
- Port Authority
- Private
- Unknown
- Other

**SI&A Structure Number:** This number applies only to bridges on the Federal Inspection Plan. Provide the seven-digit Federal Structure Inventory and Appraisal Number.
**Construction Date and Source:** If known, please indicate the exact date of construction (i.e. 1943 or 1842-43). If the exact date is not known, give the construction date by circa date. Source of date (i.e. 1859 and 1876 maps, stylistic evidence, data plate) should be cited.

**Alteration Date(s):** If known, please indicate the exact date of all significant alterations (i.e. 1943 or 1842-43). If the exact date is not known, give the alteration date by circa date. Source of date (i.e. 1859 and 1876 maps, stylistic evidence, data plate) should be cited.

**Engineer:** Give the name of the primary individual or firm responsible for designing the bridge.

**Builder:** When appropriate, give the name of the primary individual or company responsible for constructing the bridge.

**Type:** This is a restricted data field. Choose one of the following bridge types which most accurately describes the bridge being surveyed. If one or more types apply, choose the most predominant and discuss the others in the description.

<table>
<thead>
<tr>
<th>Arch</th>
<th>Moveable, Bascule</th>
<th>Stringer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cable-Stayed</td>
<td>Moveable, Swing</td>
<td>Suspension</td>
</tr>
<tr>
<td>Deck Truss</td>
<td>Moveable, Vertical Lift</td>
<td>T-Beam</td>
</tr>
<tr>
<td>Girder, Deck</td>
<td>Pontoon</td>
<td>Truss, Through</td>
</tr>
<tr>
<td>Girder, Continuous</td>
<td>Rigid Frame</td>
<td>Truss, Pony</td>
</tr>
<tr>
<td>Girder, Through</td>
<td>Slab</td>
<td>Other</td>
</tr>
</tbody>
</table>

**Design:** This is a restricted data field. Choose one of the following bridge designs which most accurately describes the bridge being surveyed. If one or more of the designs apply, choose the most predominant and discuss the others in the description.

<table>
<thead>
<tr>
<th>IF</th>
<th>THEN CHOOSE</th>
</tr>
</thead>
<tbody>
<tr>
<td>arch bridge</td>
<td>parabolic, round, or segmental</td>
</tr>
<tr>
<td>swing bridge</td>
<td>center-bearing or rim-bearing</td>
</tr>
<tr>
<td>bascule bridge</td>
<td>Strauss Heel Trunnion, Overhead Strauss, Strauss Underneath, Scherzer Rolling Lift, or Rall Rolling Lift</td>
</tr>
<tr>
<td>vertical lift bridge</td>
<td>Waddell or Strauss</td>
</tr>
<tr>
<td>any type of truss bridge</td>
<td>Pratt, Baltimore, Warren, Pratt Half-Hip, Pennsylvania, Lenticular, Double-Intersection Warren, Double-Intersection Pratt, Parker, Howe, or Other</td>
</tr>
</tbody>
</table>

**Material:** This is a restricted data field. Choose one of the following materials to indicate the most prominent material. If the bridge has more than
one type of material, choose the most predominant one and include the others in the description.

<table>
<thead>
<tr>
<th>Brick</th>
<th>Steel</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cast Iron</td>
<td>Wood</td>
</tr>
<tr>
<td>Concrete</td>
<td>Wrought Iron</td>
</tr>
<tr>
<td>Steel</td>
<td></td>
</tr>
</tbody>
</table>

**Physical Condition:** This is a restricted data field. Based on an inspection of the structure, this refers solely to the physical condition of the bridge, not its architectural integrity or extent of alterations.

- **Excellent:** No visible repair work needed
- **Good:** Need for general maintenance
- **Fair:** In need of more than routine maintenance
- **Poor:** In need of major repairs

**Remaining Historic Fabric:** This is a restricted data field. Using the three choices, indicate whether the bridge retains a High, Medium, or Low amount of its original historic fabric. This estimate, based on visual observation and/or archival research, includes materials, finishes, details, and any character-defining features.

**Spans:** Give the total number of spans which comprise the bridge. A span is the distance between the supports of the bridge.

**Length:** Give the length of the bridge, in feet, from abutment to abutment.

**Width:** Give the width of the bridge, in feet (A measure of width perpendicular to the span noted above).

**Patent Holder and Date of Issue:** If applicable, give the original U.S. or International patent number for the bridge and the date of issue.

**Description:** This section should be used to give the reader a clear mental image of the nature and type of bridge being surveyed. It should note the basic type and design of the bridge as well as any character-defining features. References to materials, construction, and compositional techniques should be used whenever possible. This narrative should also elaborate upon all significant materials and designs, and discuss major alterations and their dates. On-site inspection and/or comparison with other bridges may lead to theories on construction, styles, dates, alterations, etc.

**Setting:** Setting is the location and environment of the bridge and its relationship to its surroundings (both natural and manmade). Indicate the approximate size and nature of the bridge and the location of related elements. Explain the relationships between the bridge and related structures, transportation routes, and surrounding landscape.
BRIDGE ATTACHMENT

Common Name: ________________________________

Historic Name: ________________________________

Feature Carried: ______________________________________

Feature Crossed: ___________________________ Milage:

Owner/Operator: __________________________ Si&A Structure Number: ________________________

Construction Date: __________________________ Source: __________________________

Alteration Date(s): __________________________ Source: __________________________

Engineer: __________________________ Physical Condition:

Builder: __________________________ Remaining Historic Fabric: __________________________

Type: __________________________ Span: __________________________

Design: __________________________ Length: __________________________

Material: __________________________ Width: __________________________

Patent Holder: __________________________

Patent Date: __________________________

Description:

Setting:

Survey Name: __________________________ Date: __________________________

Surveyor: __________________________

Organization: __________________________
**Landscape Attachment Form Instructions**

**General Instructions:**
This attachment should be used to document designed landscapes (versus cultural or natural landscapes) for all intensive-level surveys. Landscapes may be an element of a larger property (kitchen garden of an estate) or may be the “major element” of the property (large urban park). Additional attachments should be included for other significant elements that make up the property. (Questions about completing the forms should be directed to the HPO.) There are some fields for which data lists are provided. In such cases, please choose the most appropriate word from the supplied list. For information that is not known, write “unknown” in the appropriate blank. Continuation sheets may be used for additional text, photographs, and other graphics. Multiple responses for a field should be listed on the continuation sheet.

**Historic Sites #:**
This field is for HPO use only. This number is an alphanumeric code used to uniquely identify all surveyed properties. This number will be assigned by the HPO once the form is received. This number will be the same as assigned on the base form.

**Surveyor Information:**
At the bottom of all pages, note the name of the survey, and include the name(s) of the person(s) completing the form. If two or more people were involved in the research and writing, include all names. Include the name(s) of the surveyor, preparer and sponsor, if different. Also include the date on which the form was completed.

**Common Name:**
A descriptive name, name of the current owner, or street address, or combination thereof, may be listed under common name. Some landscapes are known by compound names and should be so identified.

**Historic Name:**
The historic name could be the earliest known name, the name of the original owner, or the property’s most significant use. If several historic names are known, use the one most closely associated with the most salient aspects of its history.

**Present Use:**
This is a restricted data field. Indicate the primary present use of the landscape by choosing the most appropriate activity from the list that follows. The list provided corresponds to the “Land Use Activity Classification” of the American Planning Association’s draft Land Based Classification Standards. Examples are provided in parentheses for clarification only, and need not be entered on the form.
Historic Use:

This is a restricted data field. Indicate the primary historic use of the landscape by choosing the most appropriate activity from the list above. The list provided corresponds to the “Land Use Activity Classification” of the American Planning Association’s draft Land Based Classification Standards. Examples are provided in parentheses for clarification only, and need not be entered on the form.

Construction Date and Source:

If known, please indicate the exact date of the landscape’s construction (i.e. 1943 or 1842-43). If the exact date is not known, give the construction date by circa date. Source of date (i.e. 1859 and 1876 maps, stylistic evidence, other documentation) should be cited.

Alteration Date(s) and Source:

If known, please indicate the exact date of all significant alterations to the landscape (i.e. 1943 or 1842-43). If the exact date is not known, give the alteration date by circa date. Source of date (i.e. 1859 and 1876 maps, stylistic evidence, other documentation) should be cited.
**Primary Landscape**

**Architect or Designer:**
Give the name of the primary individual or firm responsible for designing the landscape.

**Type:**
This is a restricted data field. Choose one of the following types which most closely describes the landscape. If it embodies more than one type, choose the most predominant and include the others in the description. The list of allowable data is based on National Register Bulletin 18, How to Evaluate and Nominate Designed Historic Landscapes, copies of which are available from the HPO and should be consulted for further information.

<table>
<thead>
<tr>
<th>Small residential grounds</th>
<th>Commercial and industrial grounds and parks</th>
</tr>
</thead>
<tbody>
<tr>
<td>Estate or plantation grounds</td>
<td>Parks and camp grounds</td>
</tr>
<tr>
<td>Arboreta, botanical, and display gardens</td>
<td>Battlefield parks and other commemorative parkd</td>
</tr>
<tr>
<td>Zoological gardens and parks</td>
<td>Grounds designed for outdoor recreation and/or sports activities</td>
</tr>
<tr>
<td>Church yards and cemeteries</td>
<td>Fair and exhibit grounds</td>
</tr>
<tr>
<td>Monuments and memorial grounds</td>
<td>parkways, drives and trails</td>
</tr>
<tr>
<td>Plaza/square/green/mall or other public spaces</td>
<td>Bodies of water and fountains</td>
</tr>
<tr>
<td>Campus and institutional grounds</td>
<td>Other</td>
</tr>
<tr>
<td>City planning or civic design</td>
<td>Subdivisions and planned communities/resorts</td>
</tr>
</tbody>
</table>

**Style:**
This is a restricted data field. Using the following list, indicate the style of the landscape being surveyed. If it embodies more than one style, choose the most predominant and include the others in the description.

<table>
<thead>
<tr>
<th>City Beautiful/Beaux Arts</th>
<th>English Cottage</th>
<th>Picturesque</th>
</tr>
</thead>
<tbody>
<tr>
<td>Classical, English</td>
<td>Italianate</td>
<td>Rural/Rustic</td>
</tr>
<tr>
<td>Classical, French Colonial Revival</td>
<td>Japanese</td>
<td>Topiary</td>
</tr>
<tr>
<td>Contemporary</td>
<td>Olmstedian</td>
<td>Urban Park</td>
</tr>
<tr>
<td>Other</td>
<td>Other</td>
<td>Other</td>
</tr>
</tbody>
</table>

**Acreage:**
Give the total number of acres the landscape currently covers.

**Physical Condition:**
This is a restricted data field. Based on an inspection of the landscape, this refers solely to its physical condition, not the integrity or extent of alterations.

- **Excellent:** No visible repair work needed
- **Good:** Need for general maintenance
- **Fair:** In need of more than routine maintenance
- **Poor:** In need of major repairs
**Remaining Historic Fabric:** This is a restricted data field. Using the three choices, indicate whether the landscape retains a High, Medium, or Low amount of its original historic fabric. This estimate, based on visual observation and/or archival research, includes materials, details, and any character-defining features.

**Hardscape:** This is a restricted data field. Choose from the following materials to indicate the most prominent type of hardscape within the landscape. If it has more than one type of hardscape material, choose the most predominant one and include the others in the description.

<table>
<thead>
<tr>
<th>Driveways, Gravel</th>
<th>Driveways, Asphalt</th>
<th>Driveways, Poured Concrete</th>
<th>Driveways, Stone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Driveways, Earth</td>
<td>Walkways, Stone</td>
<td>Walkways, Poured Concrete</td>
<td>Walkways, Brick</td>
</tr>
<tr>
<td>Driveways, Earth</td>
<td>Walkways, Asphalt</td>
<td>Walkways, Brick</td>
<td>Other</td>
</tr>
<tr>
<td>Driveways, Earth</td>
<td>Walkways, Cast Concrete</td>
<td>Other</td>
<td>Other</td>
</tr>
</tbody>
</table>

**Plantings:** This is a restricted data field. Choose from the following types of plantings to indicate the most prominent type within the landscape. If it has more than one type of planting material, choose the most predominant one and include the others in the description.

<table>
<thead>
<tr>
<th>Fruit Trees</th>
<th>Planted Beds</th>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mature Hardwoods</td>
<td>Shrubbery</td>
<td></td>
</tr>
</tbody>
</table>

**Other Features:** This is a restricted data field. Choose from the following types of features to indicate the most prominent type within the landscape. If it has more than one type of feature, choose the most predominant one and include the others in the description.

<table>
<thead>
<tr>
<th>Benches</th>
<th>Fences, Wood</th>
<th>Retaining Walls</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fences, Stone</td>
<td>Fountain</td>
<td>Sculpture</td>
</tr>
<tr>
<td>Fences, Iron</td>
<td>Gazebo</td>
<td>Waterfall</td>
</tr>
<tr>
<td>Fences, Steel</td>
<td>Pergola</td>
<td>Other</td>
</tr>
<tr>
<td>Fences, Brick</td>
<td>Ponds</td>
<td></td>
</tr>
</tbody>
</table>

**Description:** Surveyors should refer to National Register Bulletin 18, How to Evaluate and Nominate Designed Historic Landscapes, U.S. Department of the Interior, National Park Service, Interagency Resources Division. This bulletin outlines research and documentation requirements for evaluating designed landscapes. Generally, the following categories of information should be included: property boundaries; all structures on the property; fences, walls, and elements of enclosure; walks, driveways, and all other pavement; posts, bollards, poles; plants and vegetation; all other specific features such as remnants of old foundations, manmade riprapping, arbors, trellises, curbing; site observations; views and vistas, within and outside of the boundaries; utilities; all natural features.
**Setting:**

Setting is the location and environment of the landscape and its relationship to its surrounding areas. Indicate the approximate size and nature of the landscape and the locations of all related elements. Explain the relationships between the landscape and related transportation routes and surrounding areas.
**LANDSCAPE ATTACHMENT**

<table>
<thead>
<tr>
<th>Common Name:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Historic Name:</td>
</tr>
<tr>
<td>Present Use:</td>
</tr>
<tr>
<td>Historic Use:</td>
</tr>
<tr>
<td>Construction Date:              Source:</td>
</tr>
<tr>
<td>Alteration Date(s):             Source:</td>
</tr>
<tr>
<td>Primary Landscape Architect/Designer:</td>
</tr>
<tr>
<td>Type:                         Physical Condition:</td>
</tr>
<tr>
<td>Style: Remaining Historic Fabric:</td>
</tr>
<tr>
<td>Acreage:</td>
</tr>
<tr>
<td>Hardscape:</td>
</tr>
<tr>
<td>Plantings:</td>
</tr>
<tr>
<td>Other Features:</td>
</tr>
</tbody>
</table>

**Description:**

**Setting:**
Farm Attachment Form Instructions

General Instructions: This attachment should be used to document farm complexes for all intensive-level surveys. Please note that this attachment considers the farm as a whole, and should refer to the entire historic property as described on the Base Form. Additional attachments should be included for other significant elements (farmhouse, barns, etc.) that make up the property (Questions about completing the forms should be directed to the HPO.) There are some fields for which data lists are provided. In such cases, please choose the most appropriate word from the supplied list. For information that is not known, write “unknown” in the appropriate blank. Continuation sheets may be used for additional text, photographs, and other graphics. Multiple responses for a field should be listed on the continuation sheet.

Historic Sites #: This field is for HPO use only. This number is an alphanumeric code used to uniquely identify all surveyed properties. This number will be assigned by the HPO once the form is received. For intensive-level surveys, this number will be the same as assigned on the base form.

Surveyor Information: At the bottom of all pages, note the name of the survey, and include the name(s) of the person(s) completing the form. If two or more people were involved in the research and writing, include all names. Include the name(s) of the surveyor, preparer and sponsor, if different. Also include the date on which the form was completed.

Common Name: A descriptive name, name of the current owner, or street address may be listed under common name. Some agricultural complexes are known by compound names and should be so identified.

Historic Name: The historic name could be the earliest known name, the name of the original owner, the name of the most significant occupant, or the complex’s most significant use. If several historic names are known, use the one most closely associated with the most salient aspects of its history.

Period of Agricultural Use and Source: If known, please give the period of time for which the complex has been used for agricultural purposes. Source of information (i.e. personal interview with owner or local historian) must be cited.
**Agriculture Type:**

This is a restricted data field. Using the following list, indicate what type of agricultural complex is being surveyed. If the complex embodies more than one type, choose the most predominant and include the others in the description. The list of allowable data is adapted from the 1997 North American Industry Classification System (NAICS).

<table>
<thead>
<tr>
<th>Oilseed and grain farming</th>
<th>Other crop farming</th>
<th>Other animal production</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vegetable and melon farming</td>
<td>Cattle ranching and farming</td>
<td>Forestry and logging</td>
</tr>
<tr>
<td>Fruit and tree nut farming</td>
<td>Hog and Pig farming</td>
<td>Fishing, hunting</td>
</tr>
<tr>
<td>Greenhouse, nursery &amp; floriculture production</td>
<td>Poultry and egg production</td>
<td>and trapping</td>
</tr>
<tr>
<td>Sheep and goat farming</td>
<td>Animal aquaculture</td>
<td></td>
</tr>
</tbody>
</table>

**Physical Condition:**

Based on an general inspection of the complex, this refers solely to the overall physical condition of all its features, not their architectural integrity or extent of alterations.

- **EXCELLENT:** No visible repair work needed
- **GOOD:** Need for general maintenance
- **FAIR:** In need of more than routine maintenance
- **POOR:** In need of major repairs

**Remaining Historic Fabric:**

Indicate whether the complex retains a High, Medium, or Low amount of its original historic fabric. This estimate, based on visual observation and/or archival research, includes architectural or engineering elements, landscapes, and any character defining features.

**Acreage:**

Give the total number of acres the farm currently covers.

**Description:**

This section should be used to give the reader a clear mental image of the nature and type of agricultural complex being surveyed. It should note its basic type and layout as well as any character-defining features. References to materials, construction, and compositional techniques should be used whenever possible. This narrative should also elaborate upon all significant exterior materials and designs, and discuss major alterations and their dates. On-site inspection and/or comparison with other complexes may lead to theories on construction, styles, dates, alterations, etc.

**Setting:**

Setting is the location and environment of the complex and its relationship to its surroundings (both natural and manmade). Indicate the approximate size and nature of the complex and the location of related structures. Explain the relationships between the complex and related transportation routes and surrounding landscape. Identify and provide a rationale for all boundaries.
FARM ATTACHMENT

Common Name: ________________________________

Historic Name: ________________________________

Period of Agricultural Use: ______ To ______ Bouroc: ________________________________

Agriculture Type: ________________________________ Physical Condition: ______

Remaining Historic Fabric: ______

Acreage: ______

Description:

Setting:

Survey Name: ________________________________ Date: _________________

Surveyor: ________________________________ Organization: ________________________________
**General Instructions:**
This attachment should be used to document industrial buildings for all intensive-level surveys. This attachment focuses on the specific buildings within the industrial property. Additional attachments should be included for other significant elements (structures, bridges, etc.) that make up the property (Questions about completing the forms should be directed to the HPO.) There are some fields for which data lists are provided. In such cases, please choose the most appropriate word from the supplied list. For information that is not known, write “unknown” in the appropriate blank. Continuation sheets may be used for additional text, photographs, and other graphics. Multiple responses for a field should be listed on the continuation sheet.

**Historic Sites #:**
This field is for HPO use only. This number is an alphanumeric code used to uniquely identify all surveyed properties. This number will be assigned by the HPO once the form is received. This number will be the same as assigned on the base form.

**Surveyor Information:**
At the bottom of all pages, note the name of the survey, and include the name(s) of the person(s) completing the form. If two or more people were involved in the research and writing, include all names. Include the name(s) of the surveyor, preparer and sponsor, if different. Also include the date on which the form was completed.

**Common Name:**
A descriptive name, name of the current owner or occupant, or street address, or combination thereof, may be listed under common name. Some industrial properties are known by compound names and should be so identified.

**Historic Name:**
The historic name could be the earliest known name, the name of the original owner, the name of the most significant occupant, or the property’s most significant use. If several historic names are known, use the one most closely associated with the most salient aspects of its history.

**Present Use:**
This is a restricted data field. If the industrial building does not retain an industrial use, indicate the primary present use of the industrial building by choosing the most appropriate activity from the list that follows. The list provided corresponds to the “Land Use Activity Classification” of the American Planning Association’s draft Land Based Classification Standards. Examples are provided in parentheses for clarification only, and need not be entered on the form. If the building does retain an industrial use, refer to the list that follows Historic Industry, which is adapted from “Engineering and Industrial Structures Classification” by HAER, copies of which are available from the HPO and can be consulted for further information.
Residential Activity
- Permanent (single family, multi family etc.)
- Transient, nonfamily (hotels, motels, etc.)
- Transient, institutional (dorms, rehabs, etc.)

Commercial Activity:
- Shopping (retail)
  - Standalone (Single store)
  - Malls and shopping centers
- Personal Services
- Eating, Drinking
- Office activity - private business
- Office activity - public, governmental

Industrial Activity
- (refer to the list that follows Historic Industry)

Transportation and Movement Activity:
- Pedestrian movement
- Vehicular movement
- Vehicular parking
- Passenger assembly

Mass Assembly
- Sports
- Movies
- Concerts, fairs, etc.

Institutional Activities:
- Educational activity (schools)
- Government Services
- Public Safety activities (fire, EMS, etc.)
- Public utility services
  - (landfills, waterworks, etc.)
- Prison and jail

Recreational and Entertainment Activity:
- Active recreation - outdoor (ball fields, etc.)
- Active recreation - indoor
  - (health clubs, gyms, etc.)
- Passive recreation - outdoor (parks)
- Passive recreation - indoor (casinos)

No Activity

Unclassifiable Activities

Historic Industry:
This is a restricted data field. From the list that follows, provide the historic (original) industrial use of the element. The list of allowable data is adapted from “Engineering and Industrial Structures Classification” by HAER. Copies of which are available from the HPO and can be consulted for further information. Examples are provided in parentheses for clarification only, and should not be entered on the form.

Iron Mining
Non-Metallic Mineral Extraction
  (Stone, Gravel, Minerals)
Non-Ferrous Ore Extraction
  (Copper, Zinc, Lead)
Other Extraction

Brick & Structural Clay Works
Pottery & Ceramic Works
Glass Works
Cement Plants
Charcoal Kilns
Lime Kilns
Other Thermally Produced Products

Plastics & Synthetics
Pharmaceuticals
Soaps, Detergents,
& Animal Products
Paints and Varnishes

Petroleum Products
Other Chemical Industry

Meat, Fish, &
  Poultry Processing
Dairies and Bakeries
Grain and Cereal Processing
Sugar Refining
Breweries, Distilleries, & Bottling Plants
Food Preservation
  (refrigeration and canning)

Iron Furnaces
Non-ferrous Metal Smelters & Refineries
Foundries and Casting Works
Rolling, Drawing, and Extruding Works

Textiles, Spinning or Weaving
Textiles, Finishing (printing or dyeing, etc.)
Twine, Cordage, Netting, and Bagging
Other Textile Industry
Logging
Millwork, Veneer, Plywood & other Wood Products
Paper Making
Sawmills and/or Planing Mills
Machine Manufacture (All types)
Fabricated Metal Products Manufacture
Transportation Equipment Manufacture
Instrument Manufacture (Professional, scientific, and precision)
Publishing and Allied Industries
Rubber Products Manufacture
Leather and Other Animal Skin Products Manufacture
Ordnance, Munitions, and Explosives Manufacture
Finished Wooden Product Manufacture (furniture, spools, barrels, baskets, etc.)
Other General Manufacturing
Municipal Water Supply Utilities
Sanitation Utilities
Gas Utilities
Electrical Utilities
Telephone and Telegraph Communications
Radio and Television Communications

**Building ID:**
This field should be completed when the industrial building being surveyed has an identification number or letter to distinguish individual buildings and structures within the complex. If applicable, indicate the number or letter of the building being documented.

**Construction Date and Source:**
If known, please indicate the exact date of the industrial building construction (i.e. 1943 or 1842-43). If the exact date is not known, give the construction date by circa date. Source of date (i.e. 1859 and 1876 maps, stylistic evidence, cornerstone) should be cited.

**Alteration Date(s) and Source:**
If known, please indicate the exact date of all significant alterations to the industrial building (i.e. 1943 or 1842-43). If the exact date is not known, give the alteration date by circa date. Source of date (i.e. 1859 and 1876 maps, stylistic evidence, cornerstone) should be cited.

**Architect:**
Give the name of the primary individual or firm responsible for designing the industrial building.

**Builder:**
When appropriate, also indicate the name of the primary individual or company responsible for constructing the industrial building.

**Style:**
This is a restricted data field. If applicable, choose one of the following architectural styles which most closely describes the industrial building. If the building embodies more than one style, choose the most predominant and include the others in the exterior description. For definitions of the following terms, consult the suggested readings in Section 4 of the Architectural Survey Guidelines. If the property is a vernacular adaptation of a popular style, enter the name of the style followed by the word “vernacular” (i.e. Federal, vernacular).
Adirondack Rustic | Italian Renaissance
American Renaissance | Italianate
Art Moderne | Modernistic
Art Deco | New Formalism
Beaux Arts | None
Brutalism | Octagon
Chateauesque | Post-Medieval English
Colonial Revival | Post-Modern
Craftsman | Prairie
Deconstructivist | Queen Anne
Dutch Colonial | Renaissance Revival
Dutch Colonial Revival | Richardsonian Romanesque
Eastlake | Romanesque Revival
Egyptian Revival | Second Empire
Federal | Shingle
French Eclectic | Spanish Colonial Revival
Georgian | Stick
Georgian Revival | Sullivanesque
Gothic Revival | Tudor Revival
Greek Revival | Wrightian
International | Other

**Physical Condition:**

This is a restricted data field. Based on an inspection of the exterior, this refers solely to the physical condition of the industrial building, not its architectural integrity or extent of alterations.

**EXCELLENT:** No visible repair work needed

**GOOD:** Need for general maintenance

**FAIR:** In need of more than routine maintenance

**POOR:** In need of major repairs

**Remaining Historic Fabric:**

This is a restricted data field. Using the three choices, indicate whether the building retains a High, Medium, or Low amount of its original historic fabric. This includes materials, finishes, details, and any character-defining features.

**Length and Width:**

Give the length and width of the industrial building, in feet, from outer wall to outer wall.

**Stories:**

If applicable, indicate the number of stories (vertical levels) in the industrial building.

**Bays:**

If applicable, indicate the number of bays (horizontal fenestration on the facade) in the industrial building.

**Exterior Finish Materials:**

This is a restricted data field. Choose one of the following materials to indicate the most prominent exterior finish. If the industrial building has more than one type of exterior material, choose the most predominant one and include the others in the exterior description.
Aluminum Siding
Asbestos Siding
Asphalt Shingle
Brick, Header Bond
Brick, Running Bond
Brick, Flemish Bond
Brick, English Bond
Brick, Common Bond
Cast Iron
Cast Stone
Concrete
Concrete Block, Rusticated
Concrete Block, Modern
Corrugated Steel
Fiberglass
Glass, Carrara
Glass, Curtain Wall
Glass, Block
Homasote
Insulbrick
Permastone
Porcelain-Enameled Steel
Pressed Metal
Sheet Aluminum
Stainless Steel
Stone, Rubble
Stone, Coursed Rubble
Stone, Ashlar
Stone, Random Ashlar
Stone, Vermiculated
Stone, Cobblestone
Stucco
Terra Cotta
Vinyl Siding
Wood, Other
Wood, Clapboard
Wood, Shiplap
Wood, Plywood
Wood, Bead Board
Wood, Log
Wood, Plank
Wood, Half Timbered
Wood, Shaped Shingles
Wood, Board and Batten
Wood, Flush

Foundation Materials:
This is a restricted data field. Choose one of the following materials to indicate the most prominent foundation material. If the industrial building has more than one type of foundation material, choose the most predominant one and include the others in the exterior description.

Brick, Common Bond
Brick, English Bond
Brick, Flemish Bond
Brick, Header Bond
Brick, Running Bond
Cast Stone
Concrete Block, Rusticated
Concrete Block
Modern Concrete
Stone, Cobblestone
Stone, Vermiculated
Stone, Random Ashlar
Stone, Ashlar
Stone, Coursed Rubble
Stone, Rubble
Other

Structural System:
Indicate the type of structural system (i.e. load-bearing walls) used in the industrial building.

Roof System:
Indicate the type of roofing system (i.e. metal truss) is used in the industrial building.

Roof Finish Materials:
This is a restricted data field. Choose one of the following materials to indicate the most prominent roof finish. If the industrial building has more than one type of roofing material, choose the most predominant one and include the others in the description.
Asbestos Shingle  Slate
Asphalt Shingle  Standing Seam
Built-up Tar  Tile, Roman
Cold Membrane  Tile, Concrete
Copper  Tile, Spanish
Crushed Aggregate  Tin
Flat Seam Metal  Wood, Shake
Glass  Wood, Shingle
Metal  Other
Rolled Asphalt  Unknown
Rubber Membrane

**Equipment/Machinery:**
Indicate the presence of significant equipment and/or machinery used in the industrial building and note predominant types or characteristics. Include power sources if known, as well as processes and other equipment.

**Transportation Links:**
This is a restricted data field. Choose one or more of the following transportation links which service(d) the industrial property.

<table>
<thead>
<tr>
<th>Airstrip</th>
<th>Rail Siding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dock</td>
<td>Slip</td>
</tr>
<tr>
<td>Loading Dock</td>
<td>Other</td>
</tr>
</tbody>
</table>

**Description:**
This section should be used to give the reader a clear mental image of the nature and type of industrial building being surveyed. It should note its basic form and style as well as any character-defining features, such as roof shape, door and window types, and fenestration patterns. References to materials, construction, and compositional techniques should be used whenever possible. This narrative should also elaborate upon all significant materials and designs, and discuss major alterations and their dates. On-site inspection and/or comparison with other buildings may lead to theories on construction, styles, dates, alterations, etc. When possible and applicable, include a description of the interior space and the type of machinery used within the building.

**Setting:**
Setting is the location and environment of the building and its relationship to its surroundings (both natural and manmade). Indicate the approximate size and nature of the building and the location of related elements. Explain the relationships between the industrial building and related structures, transportation routes, and surrounding landscape.
INDUSTRY ATTACHMENT

Common Name: ____________________________
Historic Name: __________________________
Present Use: _____________________________
Historic Industry: ________________________ Building ID: __________

Construction Date: __________ Source: _______________________________________
Alteration Date(s): __________ Source: _______________________________________

Architect: ____________________________ Physical Condition: __________
Builder: ____________________________ Remaining Historic Fabric: __________
Style: ____________________________ Length: ______ Stories: ______
Width: ______ Bays: ______

Exterior Finish Materials: _________________________________________________
Foundation Materials: _________________________________________________
Structural System: ____________________________ Roof System: __________
Roof Finish Materials: _________________________________________________
Equipment/Machinery: _________________________________________________
Transportation Links: _________________________________________________

Exterior Description:

Interior Description:

Setting:

Survey Name: __________________________________ Date: ________________
Surveyor: __________________________________________ Organization: ________
Historic District Overlay Form Instructions

General Instructions: This attachment should be used to document historic districts for all intensive-level surveys. For Planning Surveys, Base Forms and their Attachments should be included for each individually eligible or key contributing property within the district boundaries. For regulatory surveys, Base Forms and their attachments should be included for all properties within that portion of the historic district that is within the APE. (Questions about completing the forms should be directed to the HPO.) There are some fields for which data lists are provided. In such cases, please choose the most appropriate word from the supplied list. For information that is not known, write “unknown” in the appropriate blank. Continuation sheets may be used for additional text, photographs, and other graphics. Multiple responses for a field should be listed on the continuation sheet.

Historic Sites #: This field is for HPO use only. This number is an alphanumeric code used to uniquely identify all surveyed districts or properties. This number will be assigned by the HPO once the form is received. This number will be different than those assigned on attached Base Forms.

Surveyor Information: At the bottom of all pages, note the name of the survey, and include the name(s) of the person(s) completing the form. If two or more people were involved in the research and writing, include all names. Include the name(s) of the surveyor, preparer and sponsor, if different. Also include the date on which the form was completed.

District Name: This name of the district could be the historic name or common name. The name may reflect its earliest known name, a local place name, natural feature, geographical location, or local landmark.

District Type: This is a restricted data field. Choose one or more of the following types of historic districts to describe the area being surveyed:

<table>
<thead>
<tr>
<th>Agricultural</th>
<th>Residential</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commercial</td>
<td>Transportation</td>
</tr>
<tr>
<td>Industrial</td>
<td>Other</td>
</tr>
</tbody>
</table>

County and Municipality: These are restricted data fields. Give the full name of the county and incorporated municipality in which the property is located. If located in multiple municipalities (or counties), list all those that apply. The allowable data can be found in the New Jersey Local Place Names list available from the HPO.

Local Place Name: When applicable, give the local place name in which the property is located (i.e. Ocean Grove which is in Neptune Township). A list of local place names is available from the HPO.
This is a restricted data field. Using the following list, note the full name(s) of the United States Geological Survey (USGS) quad on which the site appears. List all that apply.

<table>
<thead>
<tr>
<th>USGS Quad</th>
<th>USGS Quad</th>
<th>USGS Quad</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adelphia</td>
<td>Culvers Gap</td>
<td>Marcus Hook</td>
</tr>
<tr>
<td>Allentown</td>
<td>Delaware City</td>
<td>Marlboro</td>
</tr>
<tr>
<td>Alloway</td>
<td>Dividing Creek</td>
<td>Marmora</td>
</tr>
<tr>
<td>Arthur Kill</td>
<td>Dorothy</td>
<td>Mays Landing</td>
</tr>
<tr>
<td>Asbury Park</td>
<td>Dover</td>
<td>Medford Lakes</td>
</tr>
<tr>
<td>Atlantic City</td>
<td>Easton</td>
<td>Mendham</td>
</tr>
<tr>
<td>Atsion</td>
<td>Egg Harbor City</td>
<td>Milford</td>
</tr>
<tr>
<td>Avalon</td>
<td>Elizabeth</td>
<td>Millville</td>
</tr>
<tr>
<td>Bangor</td>
<td>Elmer</td>
<td>Monument Junction</td>
</tr>
<tr>
<td>Barnegat Light</td>
<td>Farmingdale</td>
<td>Moorestown</td>
</tr>
<tr>
<td>Beach Haven</td>
<td>Fistbrookville</td>
<td>Morristown</td>
</tr>
<tr>
<td>Belvidere</td>
<td>Flatbrookville</td>
<td>Mt. Holly</td>
</tr>
<tr>
<td>Ben Davis Point</td>
<td>Five Points</td>
<td>New Egypt</td>
</tr>
<tr>
<td>Bernardsville</td>
<td>Flemington</td>
<td>New Brunswick</td>
</tr>
<tr>
<td>Beverly</td>
<td>Forked River</td>
<td>New Gretna</td>
</tr>
<tr>
<td>Blairstown</td>
<td>Fortescue</td>
<td>Newfield</td>
</tr>
<tr>
<td>Bloomsbury</td>
<td>Franklin</td>
<td>Newfoundland</td>
</tr>
<tr>
<td>Bombay Hook</td>
<td>Freehold</td>
<td>Newtown West</td>
</tr>
<tr>
<td>Boonton</td>
<td>Frenchtown</td>
<td>Newtown East</td>
</tr>
<tr>
<td>Bound Brook</td>
<td>Gladstone</td>
<td>Newtownville</td>
</tr>
<tr>
<td>Branchville</td>
<td>Green Bank</td>
<td>Nyack</td>
</tr>
<tr>
<td>Bridgeport</td>
<td>Greenwood Lake</td>
<td>Ocean City</td>
</tr>
<tr>
<td>Bridgeton(NJ)</td>
<td>Hackensack</td>
<td>Oceanville</td>
</tr>
<tr>
<td>Brigantine Inlet</td>
<td>Hackettstown</td>
<td>Orange</td>
</tr>
<tr>
<td>Bristol</td>
<td>Hamburg</td>
<td>Oswego Lake</td>
</tr>
<tr>
<td>Brooklyn</td>
<td>Hammonton</td>
<td>Park Ridge</td>
</tr>
<tr>
<td>Brookville</td>
<td>Hatboro</td>
<td>Patterson</td>
</tr>
<tr>
<td>Browns Mills</td>
<td>Heislerville</td>
<td>Pemberton</td>
</tr>
<tr>
<td>Buckingham</td>
<td>High Bridge</td>
<td>Pennington</td>
</tr>
<tr>
<td>Buena</td>
<td>Hightstown</td>
<td>Penns Grove</td>
</tr>
<tr>
<td>Bushkill</td>
<td>Hopewell</td>
<td>Perth Amboy</td>
</tr>
<tr>
<td>Caldwell</td>
<td>Indian Mills</td>
<td>Philadelphia</td>
</tr>
<tr>
<td>Califon</td>
<td>Jamesburg</td>
<td>Pine Island</td>
</tr>
<tr>
<td>Camden</td>
<td>Jenkins</td>
<td>Pitman West</td>
</tr>
<tr>
<td>Canton</td>
<td>Jersey City</td>
<td>Pitman East</td>
</tr>
<tr>
<td>Cape Henlopen</td>
<td>Keswick Grove</td>
<td>Pittstown</td>
</tr>
<tr>
<td>Cape May</td>
<td>Keyport</td>
<td>Plainfield</td>
</tr>
<tr>
<td>Cassville</td>
<td>LakeMeskenozha</td>
<td>Pleasantville</td>
</tr>
<tr>
<td>Cedarville</td>
<td>Lakehurst</td>
<td>Point Pleasant</td>
</tr>
<tr>
<td>Central Park</td>
<td>Lakewood</td>
<td>PomptonPlains</td>
</tr>
<tr>
<td>Chatham</td>
<td>Lambertville</td>
<td>Port Norris</td>
</tr>
<tr>
<td>Chatsworth</td>
<td>Langhorne</td>
<td>Port Jervis South</td>
</tr>
<tr>
<td>Chester</td>
<td>Long Beach</td>
<td>Port Elizabeth</td>
</tr>
<tr>
<td>Clementon</td>
<td>Long Branch</td>
<td>Portland</td>
</tr>
<tr>
<td>Columbus</td>
<td>Lumberville</td>
<td>Princeton</td>
</tr>
<tr>
<td>Coney Island</td>
<td></td>
<td>Ramsey</td>
</tr>
</tbody>
</table>
### Development Period and Source:

Provide the main period(s) of development of the historic district by decade. Source of date(s) (i.e. 1859 and 1876 maps, stylistic evidence) should be cited.

### Physical Condition:

This is a restricted data field. Based on a general inspection, this refers solely to the physical condition of the properties in the district as a whole, not their integrity or extent of alterations.

- **Excellent:** No visible repair work needed
- **Good:** Need for general maintenance
- **Fair:** In need of more than routine maintenance
- **Poor:** In need of major repairs

### Remaining Historic Fabric:

This is a restricted data field. Using the three choices indicate whether the district retains a High, Medium, or Low amount of its original historic fabric. This estimate, based on visual observation and/or archival research, includes materials, finishes, details, and any character-defining features.

### Registration and Status Dates:

Provide dates for when all or part of the historic district was listed on the New Jersey or National Registers of Historic Places. Also indicate Yes or No if all or part of the district is a National Historic Landmark (NHL). Provide dates if the district has a Determination of Eligibility (DOE) from the Keeper of the National Register, a SHPO Opinion, or if the district has been designated historic through a formal local process. Under “Other”, note the date of when all or part of the property was recognized in another way (i.e. listed as historic in a county-wide survey, municipal master plan, etc.) Dates should be entered in a completely numerical format (i.e.: 04/14/82 not April 14, 1982).
**Description:**

Give a general physical description of the district, including major streets and overall setting. Include a detailed discussion of the surrounding environment. Describe general building types and architectural styles represented and comment upon the essential character, scale, materials, variety, or homogeneity within the district. Comment upon original, as well as present, appearance, if known. Indicate both outstanding structures and intrusions. Significant objects or structures which contribute the overall character of the district (i.e. street furniture, signage, tree canopies) should be included.

**Setting:**

Setting is the location and environment of the district and its relationship to its surroundings (both natural and manmade). Indicate the approximate size and nature of the district. Explain the relationships between the district as a whole and related transportation routes and surrounding landscape.
New Jersey Department of Environmental Protection  
Historic Preservation Office

## HISTORIC DISTRICT OVERLAY

<table>
<thead>
<tr>
<th>District Name:</th>
<th>District Type:</th>
</tr>
</thead>
<tbody>
<tr>
<td>County(s):</td>
<td>USGS Quad(s):</td>
</tr>
<tr>
<td>Municipality(s):</td>
<td></td>
</tr>
<tr>
<td>Local Place Name(s):</td>
<td></td>
</tr>
</tbody>
</table>

**Development Period:** _______ To _______  **Source:** __________________________________________

<table>
<thead>
<tr>
<th>Physical Condition:</th>
<th>Remaining Historic Fabric:</th>
</tr>
</thead>
</table>

**Registration and Status Dates:**  
National Historic Landmark: _______  
SHPO Opinion: _____/_____/_____
National Register: _____/_____/_____
Local Designation: _____/_____/_____
New Jersey Register: _____/_____/_____  
Other Designation: __________________________________________
Determination of Eligibility: _____/_____/_____  
Other Designation Date: _____/_____/_____  

**Description:**

**Setting:**

---

Survey Name: ___________________________  
Date: ___________________________

Surveyor: ___________________________  
Organization: ___________________________
### Eligibility Worksheet Form Instructions

**General Instructions:**

This attachment should be used to assess eligibility for historic districts or individual properties for all intensive-level surveys. The worksheet should be attached to the Base Form or to the Historic District Overlay for the property or district in question. (Questions about completing the forms should be directed to the HPO.) There are some fields for which data lists are provided. In such cases, please choose the most appropriate word from the supplied list. For information that is not known, write “unknown” in the appropriate blank. Continuation sheets may be used for additional text, photographs, and other graphics. Multiple responses for a field should be listed on the continuation sheet.

**Historic Sites #:**

This number is an alphanumeric code used to uniquely identify all surveyed historic districts or properties. This number will be assigned by the HPO once the form is received.

**Surveyor Information:**

At the bottom of all pages, note the name of the survey, and include the name(s) of the person(s) completing the form. If two or more people were involved in the research and writing, include all names. Include the name(s) of the surveyor, preparer and sponsor, if different. Also include the date on which the form was completed.

**History:**

Provide a concise factual history of the district or property being surveyed. The history should relate directly to the district or property; do not include an elaborate history of the area unrelated to the surviving built environment. The narrative should offer not only the history of the district or property, but also any historic contexts into which the district or property fits. A list of historic contexts available from the HPO can be found in Section 1.8 of the Architectural Survey Guidelines.

**Statement of Significance:**

This field should be completed to aid in determining eligibility for the New Jersey and national Registers. Significance is placing the historical facts of the district or property into an historic context and determining whether the district or property is a physical representation of an important aspect of the past. Generally, the discussion should focus on the historical, architectural, archaeological, or environmental reasons for including it in the inventory. Indicate whether the district or property is rare or representative of the region.

**Eligibility for New Jersey and National Registers:**

Using your judgment and based on available information, indicate your opinion as to the eligibility of the district or property.
**National Register Criteria:**

If the district or property is evaluated as eligible, indicate under which of the National Register Criteria or Criteria Considerations it would fall. National Register Criteria and Criteria Considerations can be found in National Register Bulletin 15: How to Apply the National Register Criteria for Evaluation, U.S. Department of the Interior, National Park Service, Interagency Resources Division.

**Level Of Significance:**

Indicate if the district or property is significant at the Local, State, and/or National levels.

**For Individual Properties Only**

**Justification of Eligibility/Ineligibility:**

Briefly state why the district or property should or should not be considered eligible for the New Jersey or National Registers (i.e. Rare or representative example or loss of integrity).

**For Historic Districts Only**

**Property Count:**

Indicate numerically how many key-contributing and non-contributing properties are located within the boundaries of the property or historic district. See National Register Bulletin 14: Guidelines for Counting Contributing and Non-Contributing Resources for National Register Documentation for additional information regarding counting resources.

**Narrative Boundary Description:**

Provide a complete description of the boundaries of the property or historic district. Include all relevant landmarks and features, and provide justification for the boundaries.

**For Individual Properties Only**

**List of Attachments:**

In the space provided, list the completed attachments that relate to the significance of the property being documented. Attachments should be listed by the name of the element documented on the attachment.
ELIGIBILITY WORKSHEET

History:

Statement of Significance:

Eligibility for New Jersey and National Registers:  □ Yes  □ No  National Register Criteria:  □ A  □ B  □ C  □ D

Level of Significance:  □ Local  □ State  □ National

Justification of Eligibility/Ineligibility:

For Historic Districts Only:
   Property Count: Key Contributing: ______ Contributing: ______ Non Contributing: ______

For Individual Properties Only:
   List the completed Attachments related to the property's significance:

   ______________________________________________________
   ______________________________________________________

Narrative Boundary Description:

Survey Name: ____________________________________________ Date: __________________
   Surveyor: _____________________________________________
   Organization: __________________________________________
Continuation Sheet Form Instructions

General Instructions: This form should be used to attach additional text, photographs, or other illustrations to continue or amplify any survey form for all intensive-level regulatory and planning (HPF or other) surveys. Please indicate the form and field to which the additional information refers.

Historic Sites #: This number is an alphanumeric code used to uniquely identify all surveyed historic districts or properties. This number will be assigned by the HPO once the form is received.

Surveyor Information: At the bottom of all pages, note the name of the survey, and include the name(s) of the person(s) completing the form. If two or more people were involved in the research and writing, include all names. Include the name(s) of the surveyor, preparer and sponsor, if different. Also include the date on which the form was completed.