

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

ENVIRONMENTAL PROTECTION
NATURAL AND HISTORIC RESOURCES
HISTORIC PRESERVATION OFFICE

The New Jersey Register of Historic Places Rules

Proposed Readoption N.J.A.C. 7:4

Proposed Amendments: N.J.A.C. 7:4-1.3, 2.2, 4.1, 5.3, 7.1, 7.2, 7.4

Proposed New Rules: N.J.A.C. 7:4-8.4 through 8.9

Authorized By: Lisa P. Jackson, Commissioner,
Department of Environmental Protection

Authority: N.J.S.A. 13:1B-15.108 et seq. and
13:1B-15.128 et seq.

Calendar Reference: See Summary below for explanation of
exception to calendar requirement

DEP Docket No:

Proposal Number: 2007:

A public hearing concerning the proposal will be held on Monday, April, 14, 2008, from 5:00 PM to 7:00 PM at:

NJDEP Public Hearing Room
401 East State Street, 1st Floor
Trenton, New Jersey

Submit written comments no later than May 16, 2008 to:

Gary J. Brower, Esq.
Department of Environmental Protection
Attn: DEP Docket Number _____
Office of Legal Affairs
401 East State Street, Floor 4
P.O. Box 402

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

Trenton, NJ 08625-0402

The Department of Environmental Protection (Department) requests that commenters submit comments on disk or CDs as well as on paper. Submission of a disk or CD is not a requirement. The Department prefers Microsoft Word 6.0 or above. MacIntosh formats should not be used. Each comment should be identified by the applicable N.J.A.C. citation, with the commenter's name and affiliation following the comment.

A copy of the proposed readoption with amendments can be found at the NJDEP website (<http://www.state.nj.us/dep/hpo>)

The agency proposal follows:

Summary

In accordance with the Administrative Procedure Act, N.J.S.A. 52:14B-5.1, the New Jersey Register of Historic Places Rules, N.J.A.C. 7:4, were scheduled to expire on February 7, 2008. Timely filing of this proposal with the Office of Administrative Law resulted in the extension of the expiration date to August 5, 2008. The Department of Environmental Protection (the Department) has reviewed these rules and determined that they continue to be necessary, reasonable and proper for the purposes for which they were originally promulgated. The Department is proposing to readopt the rules with amendments described below. As the Department has provided a 60 day comment period

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

on this notice of proposal, this notice is excepted from the rulemaking calendar requirement pursuant to N.J.A.C. 1:30-3.3(a)5.

The New Jersey Register of Historic Places Rules (the rules) constitute the rules of the Department concerning the preservation of the State's historic, architectural, archaeological, engineering, and cultural heritage in accordance with the New Jersey Register of Historic Places Act, N.J.S.A. 13:1B-15.128 et seq. The rules establish the procedures for the listing of historic properties in the New Jersey Register of Historic Places and protection of those historic properties from encroachment by undertakings of State, county and municipal governments or any agency or instrumentality thereof. The rules establish criteria for evaluating the eligibility of historic properties for listing in the New Jersey Register of Historic Places; the grounds for removal of property from the New Jersey Register of Historic Places; the criteria and procedures for historic property boundary redelineation and relocation; and the criteria for evaluating the impact of public undertakings on historic properties listed in the New Jersey Register of Historic Places. As discussed in the summary of N.J.A.C. 7:4-2 below, the rules integrate procedures for registration in the New Jersey Register of Historic Places with procedures utilized by the National Register of Historic Places Program administered by the Department and the National Park Service to avoid duplication in the registry process. To this end, the rules provide for the use of the same nomination criteria and nomination forms employed by the National Register program.

As described in further detail below, proposed amendments to the rules include minor amendments to clarify the meaning of specific sections of the rules, amendments to accurately reflect the Historic Preservation Office's position within the current

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

Department structure, amendments to specify deadlines for preliminary applications and presentation of nominations before the State Review Board, minor amendments to the encroachment application, and the addition of cultural resource survey and reporting standards, alternatives analysis standards, and standards for the submission of electronic and/or digital documents.

A more detailed summary of the contents of each subchapter being proposed for readoption with a description of proposed amendments follows:

N.J.A.C. 7:4-1 General Provisions

N.J.A.C. 7:4, Subchapter 1, General Provisions, establishes the purposes of the chapter, sets forth the definition of various words and phrases used in the rules and provides that, should any part of the chapter be found invalid, the remainder of the chapter would continue to be valid.

N.J.A.C. 7:4-1.3 contains definitions of terms used in the rules. It is proposed that the definitions of all terms currently defined in this section, except the terms “noncontributing property”, and “state review board”, be readopted without change. The definition of “noncontributing property” is proposed for amendment to provide that a property is considered noncontributing not only if it was not present during the period of significance for the property nominated, but also if the building, structure, or object does not relate to the criteria of significance for the nominated property upon which the nomination is based. This change reflects National Park Service guidelines for nominating a property to the National Register of Historic Places and is consistent with the *National Register Bulletin 16A, Guidelines for Completing National Register of*

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

Historic Places Forms, National Park Service Guidelines for nominating a property to the National Register of Historic Places. The definition of “State Review Board” is proposed for amendment to reflect the accurate name of review body.

The Department is additionally proposing a new definition for the term “location map.” A location map is a proposed new application requirement under proposed amendments to N.J.A.C. 7:4-2.2 and 5.3 (see summary of proposed amendments to those sections for additional information on the purpose of the location map). The definition specifies that the map must depict the subject resource and enough of its surroundings at a scale that allows the resource to be located on other map resources. As described in more detail in the summary of proposed amendments to N.J.A.C. 7:4-2.2 and 5.3 the information provided by the location map will streamline the review of the preliminary application.

N.J.A.C. 7:4-2 Registration Procedures and Criteria

N.J.A.C. 7:4-2, Registration Procedures and Criteria, establishes the procedure for nomination of a property and the criteria for evaluation of such property for listing in the New Jersey Register. The process for nomination to the New Jersey Register is integrated with the procedure for nomination to the National Register of Historic Places administered by the National Park Service. Both Register processes use the same nomination criteria, application forms, State administrative agency (the Department’s Historic Preservation Office) and professional review board. Both Register processes additionally require that the Commissioner of the Department, as the State Historic Preservation Officer, make the State’s final determination on a nomination for

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

registration. The rules additionally provide an opportunity for a Certified Local Government's historic preservation commission to offer an opinion on whether a nominated property meets the criteria for the property to be listed in the Register. After consideration of the merits of the nomination by the State Review Board and receipt of the Board's recommendation as to whether the nomination should be approved or disapproved, the Commissioner reviews the nomination along with all comments received and determines if the nomination is adequate and correct and satisfies the criteria contained in the rules for registration. If the Commissioner determines that the nomination should be approved, the Commissioner signs the nomination, thereby placing the historic property on the New Jersey Register, and simultaneously recommends the historic property for National Register designation by the National Park Service. If the Commissioner determines that the property does not meet the criteria for evaluation set forth at N.J.A.C. 7:4-2.3, and therefore declines to process the nomination further, the Department must comply with any written request from the Keeper of the National Register to process the nomination for the National Register without being required to process it for the New Jersey Register. This process is designed to avoid duplication of steps for nomination to the National Register since the two programs complement each other. The dual process ends after the Commissioner makes a determination to either sign the nomination into the New Jersey Register (in which case the nomination is forwarded to the National Park Service for consideration for inclusion of the property in the National Register) or denies the petition for nomination into the New Jersey Register (in which case the nomination will only be forwarded to the National Park Service for consideration for inclusion into the National Register upon request). This process assures

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

that, if the Commissioner determines that the property qualifies for inclusion in the New Jersey Register of Historic Places, the historic property is then protected by the “New Jersey Register of Historic Places Act”, N.J.S.A. 14:15:128 et seq., regardless of the response of the National Park Service to the national nomination.

N.J.A.C. 7:4-2.2 (c) is proposed for amendment to change the term “preliminary questionnaire” to “preliminary application”. As noted in the Rules, the first step in the Registration process is to complete and submit a request for the determination of eligibility for a property. The change of terminology from “questionnaire” to “application” clarifies that the form is a request for Department action. Similar changes are proposed throughout the Rules.

N.J.A.C. 7:4-2.2(c)2 is proposed for amendment to add a requirement for submission of a location map depicting the location of the property that is the subject of a request for eligibility determination. Receipt of a location map will enable the Historic Preservation Office to place the subject property within its appropriate spatial context thereby facilitating comparison with existing historic property information to enable more efficient review of a preliminary application.

N.J.A.C. 7:4-2.2 (c)3ii(2) is proposed for amendment to remove a requirement that an applicant notify the Department of its intention to proceed with a National Register of Historic Places application following receipt of a preliminary determination from the Department that the property does not meet the New Jersey and National Register criteria. This section of the rules currently requires this notification to be received by the Department within 90 days of the Department’s determination that the property is not eligible. The proposed amendment reflects the Department’s belief that it

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

is appropriate to allow an applicant to submit new or different information regarding the property at any time regardless of whether or not notification of ineligibility is made.

Under the proposed amendment, if a preliminary determination is made that a property does not appear to meet the criteria for evaluation, the Historic Preservation Office would return the preliminary application only if a request is made by the applicant.

N.J.A.C. 7:4-2.2(c)4 is proposed for amendment to add the requirement to include a map of the nominated property that meets the mapping standards at N.J.A.C. 7:4-8.3(h)1. As more fully described in the summary of N.J.A.C. 7:4-8.3(h)1, these standards assure consistency in mapping information submitted to the Historic Preservation Office. Greater precision in the mapping of historic property boundaries and the acquisition of that location data in electronic format will facilitate predictability in the regulatory process as governmental agencies subject to the provisions of N.J.A.C. 7:4-7 will have improved access to data and will be better able to identify regulatory obligations earlier in project planning.

N.J.A.C. 7:4-2.2(c)5iii is proposed for amendment to remove the word “approximate” with reference to notification by the Department to the applicant of the anticipated date for consideration of the nomination by the State Review Board. The Department is additionally proposing to delete the current provision indicating that the notification provided to the applicant may specify a meeting date for a nomination to be considered by the State Review Board. When notification of a public State Review Board meeting is issued, an exact date is included.

The proposed amendments include removal of N.J.A.C. 7:4-2.2(c)6. This paragraph applies when the Department determines that a National Register nomination

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

form is not technically and professionally correct and sufficient, and notifies the applicant of the deficiency(s) and provides timelines within which the applicant must submit the information to make the application complete. The Department believes that an applicant should be allowed to submit a technically and professionally correct and sufficient nomination at any time, regardless of whether or not notification to the Department is made by the applicant. Under the proposal, the Department would not return an insufficient or incorrect nomination unless a request is made by the applicant. To reflect the proposed repeal of this paragraph, it is proposed that N.J.A.C. 7:4-2.2(c)7-23 be recodified as N.J.A.C. 7:402.2(c)6-22. Additionally, references to these paragraphs in existing N.J.A.C. 7:4-2.2(c)11, 13, 20, and 22 are proposed for amendment to reflect the recodification.

In addition to the above referenced proposed recodification, existing N.J.A.C. 7:4-2.2(c)9i is proposed for amendment to clarify the language requiring that an owner of a nominated property be notified that the nomination is being considered by the State Review Board via certified mail. In reviewing and processing the nomination, the Department is in constant communication with the applicant regarding the administrative and technical aspects of the nomination, including meeting dates and times. Therefore, it is unnecessary to notify the applicant via certified mail.

In addition to the proposed recodification, existing N.J.A.C. 7:4-2.2(c)12 is proposed for amendment to clarify the property owner notification process for historic districts with 50 or more property owners. The proposed change clarifies that one public notice published for the two meetings, the public meeting and the State Review Board

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

meeting, regarding the subject historic district is acceptable. This will not result in a change in procedure.

N.J.A.C. 7:4-3 Boundary Redelineation and Relocation of Properties Listed in the New Jersey Register

N.J.A.C. 7:4-3, Boundary Redelineation and Relocation of Properties Listed in the New Jersey Register, establishes the procedures and criteria for the redelineation and/or relocation of properties listed in the New Jersey Register. This subchapter is proposed for readoption without amendment.

Consistent with the Department's intent to integrate where possible these rules with the Federal process for properties nominated to the National Register, the procedures and criteria for redelineation in N.J.A.C. 7:4-3.1 are similar to the provisions set out in 36 CFR 60.14(a). Boundary redelineation is sometimes necessary, for example, in cases involving a very old nomination, where a boundary may not have been drawn accurately on a USGS map, or where changes over time have caused a loss in the integrity of the qualities that caused the property to be listed in the New Jersey Register of Historic Places.

The relocation provisions of N.J.A.C. 7:4-3.2 are similar to the National Register provisions at 36 CFR 60.14(b). Relocation of a listed property, while not advised, can be used to mitigate an otherwise unavoidable encroachment. However, unlike the Federal rules, the New Jersey rules mandate that the State, county, municipality or any agency or instrumentality thereof proposing to relocate the listed property submit an application to the Department for prior authorization of the move. Such authorization is only given

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

after review of the reasons for the proposed move, the effect of the move on the continued listing of the property, and a determination whether the proposed new setting and general environment of the proposed site adversely affects continued listing. If the move results in the destruction of the historic integrity that caused the property to be listed, the property is deleted from the New Jersey Register.

N.J.A.C. 7:4-3.3 provides for an exemption from the general relocation application requirements when the relocation is made in accordance with a recommendation of the Advisory Council on Historic Preservation under 36 CFR 800 et seq. This is parallel to 36 CFR 60.14(b)(5).

There is an additional exemption from the relocation application requirements found in N.J.A.C. 7:4-3.4 when the relocation is undertaken pursuant to project authorization through an N.J.A.C. 7:4-7 encroachment proceeding before the New Jersey Historic Sites Council. However, this exemption is limited to listing in the New Jersey Register and does not affect the procedures relating to listing of the property in the National Register.

N.J.A.C. 7:4-4 Removal of Property from the New Jersey Register

N.J.A.C. 7:4-4, Removal of Property from the New Jersey Register, establishes the grounds and procedure for the removal of property from the New Jersey Register. The grounds for removal of a property from the New Jersey Register parallel the Federal grounds set out in 36 CFR 60.15. Particularly, a property will be removed from the New Jersey and National Registers when the property can be demonstrated to have lost sufficient integrity subsequent to listing so as not to continue to meet the criteria for

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

eligibility or additional information developed subsequent to listing demonstrates that the property should not have been listed. As is the case with a nomination, any person, organization or governmental agency may petition for removal in writing to the Department. Application procedures in N.J.A.C. 7:4-2.2, with limited modifications, are followed on petitions for removal. The procedures of N.J.A.C. 7:4-2.2 are modified by N.J.A.C. 7:4-4.1(e) which provides that, once the State Review Board has reviewed the petition for removal, the Department has an expedited time frame within which to act and forward the petition for removal to the Keeper of the National Register. This subchapter is proposed for readoption without amendment.

N.J.A.C. 7:4-5 Certification of Eligibility for Listing in the New Jersey Register

N.J.A.C. 7:4-5, Certification of Eligibility for Listing in the New Jersey Register, establishes the application procedure and criteria for issuance of a certification of eligibility for listing in the New Jersey Register. A certification of eligibility is required before the owner of a property that is not listed in the New Jersey Register can apply for a historic preservation grant under the Garden State Preservation Trust Fund Act, N.J.S.A. 13:8C-1 et seq.

N.J.A.C. 7:4-5.3 is proposed for amendment to change the term “preliminary questionnaire” to “preliminary application”. As stated earlier in proposed changes to N.J.A.C. 7:4-2.2 (c), changing “questionnaire” to “application” clarifies the form as a request for Department action. The Department is proposing to amend N.J.A.C. 7:4-5.3(a) by removing “for an historic preservation grant” from the subsection. Currently, N.J.A.C. 7:4-5.3(a) indicates requests for certifications of eligibility for listing in the New

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

Jersey Register of Historic Places can only be made by an applicant for an historic preservation grant. However, requests for certifications of eligibility are not exclusive to historic preservation grant applications. Certifications of eligibility may be requested to determine the applicability of the New Jersey Rehabilitation Subcode, N.J.A.C. 5:23-6.33(a)iv. Certifications of eligibility are also requested by private citizens seeking recognition of the historic status of their homes. This proposed amendment reflects the Department's commitment to foster knowledge and appreciation for historic resources in the State. Amendments are also proposed to N.J.A.C. 7:4-5.3(a)1 and (a)2i to remove the term "individual survey form". The individual survey form has been incorporated into the preliminary application form. Therefore, a separate survey form is not necessary.

N.J.A.C. 7:4-5.3(a)2iii is proposed for repeal and proposed to be replaced with a requirement to submit a map. N.J.A.C. 7:4-5.3(a)2iii currently requires that the applicant provide a letter signed by the appropriate individual confirming the intent of the entity to apply for a historic preservation grant. However, as summarized above, requests for certifications of eligibility are not exclusive to historic preservation grant applications. Accordingly, the required letter regarding the intention to apply for a grant is not appropriate as application for a grant is not required. The proposed mapping requirements reflect the need for a location map depicting the location of a property for a request for eligibility determination. Receipt of a location map will enable the Historic Preservation Office to place the subject property within its appropriate spatial context thereby facilitating comparison with existing historic property information to enable more efficient review of a preliminary application.

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

N.J.A.C. 7:4-5.3(a)4 is proposed for amendment to clarify existing language and remove the requirement for the applicant to complete a form within 90 days of the Department issuance of the form. The proposed amendment reflects the Department's belief that it is appropriate to allow an applicant to submit new or different information regarding the property at any time regardless of when a notification of eligibility is made.

N.J.A.C. 7:4-6 State funds

N.J.A.C. 7:4-6, State funds, provides that only properties listed in the New Jersey Register shall receive State funding for acquisition, preservation, restoration, and maintenance as historic properties in accordance with the New Jersey Register of Historic Places Act, N.J.S.A. 13:1B-15.128, et seq. This subchapter is proposed for readoption without amendment.

N.J.A.C. 7:4-7 Review Procedures for Projects Encroaching upon New Jersey Register Properties

N.J.A.C. 7:4-7, Review Procedures for Projects Encroaching upon New Jersey Register Properties, establishes the application procedures that a State, county or municipal government or any agency or instrumentality thereof must follow to receive authorization from the Commissioner for any undertaking that could result in a physical effect or other encroachment on a property listed in the New Jersey Register of Historic Places. Subchapter 7 also sets forth the procedure for review of an application for project authorization and the criteria for determining whether an undertaking constitutes an encroachment or will damage or destroy the historic property. In the event that the

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

Department determines that an undertaking constitutes an encroachment or will damage or destroy the historic property, Subchapter 7 establishes the procedure for the Historic Sites Council to provide its recommendation to the Commissioner on the application for authorization, and for the Commissioner to act in accordance with N.J.S.A. 13:1B-15.131.

N.J.A.C. 7:4-7.1(a)1 and 3 are proposed for amendment to replace "Department" with "Historic Preservation Office" to clarify the appropriate office within the Department to contact.

N.J.A.C. 7:4-7.1(a)2 is proposed for amendment to add the specific website address containing the listing of New Jersey Register of Historic Places in order to assist applicants in determining the Register status of properties within the area of potential impact.

The Department is proposing amendments to delete the existing N.J.A.C. 7:4-7.1(d) and replace it with a new N.J.A.C. 7:4-7.1(d) which breaks the current one large subsection into several paragraphs in order to clarify the required components of an Application for Project Authorization. No substantive changes are being made to the requirements contained in this subsection.

The Department is additionally proposing to amend N.J.A.C. 7:4-7.1 to add a new N.J.A.C. 7:4-7.1(e), which would give the Historic Sites Council the authority to review projects that have only been developed to a conceptual level. The concept review would consist of two stages, and would assist applicants in meeting the Secretary of Interior's Standards for the Treatment of Historic Properties without unnecessary expenditure of funds for project development. The goal of a staged application is to encourage

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

applicants to submit projects holistically to avoid segmentation for the purposes of review. It would also provide applicants with the opportunity to get early input from the Historic Sites Council on proposed projects affecting listed properties. This would prevent expenditures of large amounts of time and money on developing project plans that would be unlikely to be approved. The concept review provision was added in recognition of the need to integrate the New Jersey Register of Historic Places encroachment review with established Federal regulatory processes, other regulatory processes, and other State agency funding programs. For large scale phased projects, applicants cannot simultaneously obtain funding for multiple phases of project work and fulfill other regulatory requirements. The proposed amendment will allow the applicant to proceed with expenditures to design new construction with knowledge that they have authorization for demolition.

The Department is proposing to amend N.J.A.C. 7:4-7.2 to reorganize N.J.A.C. 7:4-7.2(e) to clarify the applicant's responsibility to notify owners of registered properties that would be directly affected by a project that the project has been determined to constitute an encroachment. This section is being reorganized to improve its ease of use for its readers. The proposed amendments to this section include the addition of a requirement at N.J.A.C. 7:4-7.2(e)1 for the applicant to submit 12 original copies of the application for project authorization to the Department to be transmitted to the Historic Sites Council. This proposed amendment is intended to ensure that the Historic Sites Council is receiving original copies of project documentation, such as photographs, construction plans, and architectural renderings, for their review.

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

The Department is proposing to amend N.J.A.C. 7:4-7.2(e)9i to add the provision that the Commissioner may authorize a project designed to the conceptual level. This provision would apply for any project that has been developed to a conceptual level and for which the Historic Sites Council may grant the review pursuant to N.J.A.C. 7:4-7.1(e). Since the Commissioner has the final decision to authorize, authorize with conditions, or deny a project, it is appropriate to add a provision for authorizing a project designed to a conceptual level to this paragraph.

The Department is proposing to amend N.J.A.C. 7:4-7.2(e) to add a new subparagraph N.J.A.C. 7:4-7.2 (e)10 that provides that project authorizations have an expiration date. Under the proposed changes, project authorization by the Commissioner would expire five years from the date of project authorization or conditional authorization if the project has not been undertaken within the five year period. This proposed amendment is consistent with other Departmental permits that expire after a specified amount of time. This proposed amendment also reflects a recognition that technology and project circumstances are constantly changing. Changes in technology or project circumstances may influence what is feasible and prudent in terms of preservation. This will assist the Department in achieving its mission of preserving historic properties.

The Department is proposing to amend N.J.A.C. 7:4-7.3 to add at N.J.A.C. 7:4-7.3(e)6i a provision that indicates that the Historic Sites Council considers a draft resolution prepared by Historic Preservation Office staff that evaluates the project against the Secretary of the Interior's Standards for the Treatment of Historic Properties and makes a recommendation for either project authorization, project authorization with

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

conditions, or denial. This proposed amendment clarifies the role of Historic Preservation Office staff in encroachment reviews.

The Department is proposing to amend N.J.A.C. 7:4-7.4 to add a reference to the *Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation* (the Standards), the overarching professional standards and guidelines used by the Department to evaluate proposed undertakings, as one of the standards that will be utilized in making a determination as to whether an undertaking constitutes an encroachment. The Standards provide technical advice and guidance about archaeological and historic preservation activities and methods. They organize the information gathered about preservation activities. They describe results to be achieved by Federal agencies, States, and others when planning for the identification, evaluation, registration, and treatment of historic properties. They also integrate the diverse efforts of many entities performing historic preservation into a systematic effort to preserve our nation's cultural heritage. The Standards are available on the National Park Service's webpage at http://www.nps.gov/history/local-law/arch_stnds_0.htm .

N.J.A.C. 7:4-8 Consultation with other Department Programs and other Non-Federal Governmental Agencies

N.J.A.C. 7:4-8, Consultation with other Department Programs and other Non-Federal Governmental Agencies, addresses the types of technical assistance routinely requested of the Historic Preservation Office by other programs within the Department as well as from other agencies outside of the Department. The subchapter identifies the standard Federal documents and criteria that the Historic Preservation Office uses to

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

identify and evaluate historic resources and to assess any project's impact upon those resources and make recommendations.

N.J.A.C. 7:4-8.1 defines the terms that are used specifically throughout the subchapter. Under N.J.A.C. 7:4-1.3 the term "project" is limited to governmental undertakings. The definition at N.J.A.C. 7:4-8.1 makes clear that the term "project", for the purposes of Subchapter 8, includes planned actions proposed by a unit of local, county, State government (or an instrumentality of a governmental body) and similar actions by private entities. The definition for "impact" refers to the adverse effect that may occur to a resource that is listed in or has been determined eligible for listing in the New Jersey and National Registers of Historic Places, as a result of a proposed "project". The Department is proposing a new definition for the term "Principal Investigator." The term "Principal Investigator" is used in the proposed new N.J.A.C. 7:4-8.4, as described in more detail below. The definition specifies that a "Principal Investigator" is the individual in direct charge of the major archaeological survey tasks. The Department is proposing a new definition for the term "Smithsonian (SITS) number." The term "Smithsonian (SITS) number" is used in the proposed new N.J.A.C. 7:4-8.5 and N.J.A.C. 7:4-8.7, as described in more detail below. The definition specifies that the Smithsonian (SITS) number stands for the Smithsonian Institution Trinomial System and refers to a three part, unique number assigned by the New Jersey State Museum to all archaeological sites identified in New Jersey.

N.J.A.C. 7:4-8.2 describes the types of consultation requests that the Historic Preservation Office may receive from other Department programs and non-Federal government agencies. This section describes the services the Historic Preservation Office

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

routinely provides to programs and other agencies. The Historic Preservation Office may assist other agencies in determining an area of potential effect that may result from a proposed project as well as to assist in determining if a site is eligible for listing in the New Jersey and National Registers of Historic Places, pursuant to N.J.A.C. 7:4-2.3.

Additionally, the Department can assist in assessing the potential impact that a program or an agency can anticipate as a result of the implementation of a proposed project and assist in formulating recommendations to avoid or minimize those harmful effects. The Department may also assist in formulating mitigation measures when the scope of the proposed project cannot avoid harmful effects to the historic resource.

N.J.A.C. 7:4-8.3 describes the standards and criteria the Historic Preservation Office uses in providing the assistance described in N.J.A.C. 7:4-8.2. The criteria for determining when a resource is eligible to be listed in the New Jersey and National Registers of Historic Places are described in N.J.A.C. 7:4-2.3. The existing rule additionally specifies that, in evaluating the potential for effects and impacts, assessing alternatives and making recommendations, the Historic Preservation Office utilizes the criteria contained in the Secretary of the Interior's Standards and Guidelines for Archaeology and Historic Preservation, and the Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring, and Reconstructing Historic Buildings, 36 CFR 68. Both documents are promulgated by the National Park Service and routinely used in the historic preservation field. The Standards provide technical advice and guidance about archaeological and historic preservation activities and methods. They organize the information gathered about preservation activities. They describe results to be achieved by Federal agencies,

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

states, and others when planning for the identification, evaluation, registration, and treatment of historic properties. They also integrate the diverse efforts of many entities performing historic preservation into a systematic effort to preserve our nation's cultural heritage. Either document is available from the Department, or online, through the Department's Historic Preservation Office website or through the National Park Service website at the web addresses provided in the proposed rule.

The Department is proposing to amend Subchapter 8 to include various new provisions designed to specify the information that must be provided to the Department to allow it to perform the consultation contemplated by this subchapter. The proposed additions to Subchapter 8 codify both existing survey and reporting guidelines and guidelines for preparing alternatives analyses. The proposed additions also establish electronic submission standards, mapping standards, and photographic standards. The archaeological survey and reporting guidelines have been in use by the professional archaeological consulting community since 1994 for all projects requiring archaeological survey. These guidelines were developed, peer reviewed, and approved by a committee of archaeological professionals including archaeologists employed by State agencies and representatives of several small, medium, and large archaeological consulting firms. Over the past thirteen years, the Department has continued to clarify appropriate and necessary elements of the archaeological survey and reporting guidelines.

Similarly, the architectural reporting guidelines have been in use by the professional architectural history and history consulting community since 1999 for all projects requiring architectural survey. These guidelines were developed, peer reviewed, and approved by a committee of architectural history and history professionals including

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

architectural historians and historians employed by State agencies and representatives of several small, medium, and large architectural history and history consulting firms. Over the past nine years, the Department has continued to clarify appropriate and necessary elements of the architectural reporting guidelines. The Department is now proposing to incorporate this guidance regarding the archaeological survey and reporting as well as architectural reporting guidelines into the rules as regulatory requirements in order to ensure more standardized survey and reporting.

The Department is proposing to add the requirements for Phase I archaeological surveys at N.J.A.C. 7:4-8.4. Phase I archaeological surveys are routinely requested as part of other Department regulatory review processes, including reviews under the Freshwater Wetlands Protection Act Rules, N.J.A.C. 7:7A, the Coastal Zone Management Rules, N.J.A.C. 7:7E, and under the historic and archaeological resources provisions of the Highlands Water Protection and Planning Act Rules at N.J.A.C. 7:38-3.10.

The proposed addition of N.J.A.C. 7:4-8.4 provides specific direction for conducting Phase I archaeological surveys including explicit requirements for background research, field survey, and laboratory analysis necessary for the completion of an adequate Phase I archaeological survey. Background research required by this section consists of gathering information from standard repositories, sources, and individuals with knowledge regarding the area of the undertaking's potential impact. Standard sources and repositories are included as Appendix 1. Minimum requirements for archaeological field survey methods specified by this section include spacing and design of shovel test pits, and other field collection strategies including surface collection

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

and mechanical excavation. Minimum requirements for artifact processing and analysis included in N.J.A.C. 7:4-8.4 include comparison of the types, number, and positioning of artifacts identified during the survey, basic artifact classification and quantification by chronology, cultural affiliation, technology, and function, and artifact treatment and retention.

As noted above, the Phase I survey tasks presented in this section have been promulgated as guidance by the Department and in use by archaeological professionals since 1994. Based on past questions and comments received from the professional archaeological community, the Department is providing greater specificity regarding archaeological surface collection methods and the necessary timing for conducting deed research.

Inclusion of the Phase I survey requirements as rules ensures predictability and prior knowledge of these requirements, and allows individuals and government agencies to understand the minimum level of effort necessary to identify archaeological sites within an area of an undertaking's potential impact.

The Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation (48 FR 44716) complement the Phase I archaeological survey requirements provided herein and are incorporated by reference in this proposed new section. The Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation are promulgated by the National Park Service and routinely used in the historic preservation field. They provide technical advice and guidance about archaeological and historic preservation activities and methods. They organize information gathered about preservation activities and describe results to be achieved by

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

Federal agencies, States, and others in planning for identification, evaluation, registration, and treatment of historic properties. Finally, they integrate the diverse efforts of many entities implementing historic preservation into a systematic effort to preserve our nation's cultural heritage. Because other Departmental laws and regulations reference these standards and they are typically adhered to in federally involved projects as well, their incorporation herein and the fact that they are complementary to the Phase I archaeological survey requirements below, will ensure Departmental project review processes (when involving more than one regulatory review type) will not necessitate conflicting or multiple sets of requirements. The Secretary of the Interior's Standards for Curation, 36 CFR 79, are also incorporated by reference in this proposed section. The Secretary of the Interior's Standards for Curation establish definitions, standards, procedures and guidelines to preserve collections of prehistoric and historic cultural remains and associated records. This document is available from the National Park Service, or online, at <http://www.nps.gov/archeology/tools/36cfr79.htm>.

The Department is proposing to add the requirements for archaeological survey reports submitted to the Historic Preservation Office at N.J.A.C. 7:4-8.5. This proposed section outlines specific formatting, structure and general content requirements for archaeological survey reports submitted to the Historic Preservation Office. Specifically, this proposed section provides an outline for the organization of reports submitted to the Historic Preservation Office, and specifies sixteen sections that are required to be part of all archaeological survey reports submitted to the Historic Preservation Office. These sixteen sections are: a title page; a management summary; a table of contents; lists of figures, plates, and tables; an introduction, a background research section; a research

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

design section; a field and laboratory methods section; a field results section; an artifact analysis section; an interpretations section; an evaluation of National Register eligibility section; an assessment of the impacts of the undertaking on historic properties section; a recommendations section; a references cited section; and appendices. The proposed section also specifies the particular kinds of information that are required in each of these sections in order to adequately report the findings of archaeological survey performed pursuant to the Freshwater Wetlands Protection Act Rules, N.J.A.C. 7:7A, the Coastal Zone Management Rules, N.J.A.C. 7:7E, or the Highlands Water Protection and Planning Act Rules, N.J.A.C. 7:38.

National Register Bulletin 36, *Guidelines for Evaluating and Registering Archeological Properties* is being incorporated by reference into N.J.A.C. 7:4-8.5. National Register Bulletin 36 prescribes a methodology for evaluating the significance of archaeological sites and districts. The National Register Criteria and Criteria Considerations for Evaluation at 36 CFR 60.4 are being incorporated by reference into N.J.A.C. 7:4-8.5. 36 CFR 60.4 outlines four criteria and seven criteria considerations for determining whether a historic property qualifies for listing on the National Register of Historic Places, and are the standard criteria used in the historic preservation field for evaluating the significance of historic properties nationwide.

The *Munsell Color Soil Color Charts* are being incorporated by reference into this section. The Munsell Color Soil Color Charts define colors according to three dimensions of color, hue, chroma, and value, and are the standard used in archaeology in recording the colors of soils observed in the field. The requirement to use the Munsell Color Soil Color Charts in recording the colors of soils observed in the field will ensure consistency

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

in the reporting of archaeological survey results. The *SAA Journal Style Guide* is being incorporated by reference into N.J.A.C. 7:4-8.5. The *SAA Journal Style Guide* provides standards for formatting citations, references, and bibliographic information that are essential components to archaeological survey reports. This style guide is the standard guide used in scholarly archaeological research publication. The use of this style guide will ensure consistency in archaeological survey reports. The Professional Qualifications Standards section of the Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation is being incorporated by reference in this proposed new section. In providing technical advice and guidance about archaeological and historic preservation activities and methods, the Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation outlines the minimum education and experience necessary to be qualified as an archaeologist. When received, the required information will allow the Department to determine the adequacy of the archaeological survey effort by placing the archaeological survey activities and results within an appropriate context. The proposed new section will also assist the Department in achieving its mission to serve as a repository for statewide historic property information by ensuring consistency and archival stability in archaeological reporting documents received by and filed at the Historic Preservation Office.

The Department is proposing to add the requirements for architectural survey reports submitted to the Historic Preservation Office at N.J.A.C. 7:4-8.6. This proposed section outlines specific formatting, structure and general content requirements for architectural survey reports submitted to the Historic Preservation Office. Specifically, this proposed section provides an outline for the organization of reports submitted to the

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

Historic Preservation Office, and specifies thirteen sections that are required to be part of all archaeological survey reports submitted to the Historic Preservation Office. These sections are: a title page; a management summary; a table of contents; lists of figures, plates, and tables; an introduction section; a research design section; a setting section; a historical overview section; a field results section; an assessment of the impacts of the undertaking on historic properties section; a data summary section; a bibliography; and appendices. The proposed section also specifies the particular kinds of information that are required in each of these sections in order to adequately report the findings of architectural survey performed pursuant to the Freshwater Wetlands Protection Act Rules, N.J.A.C. 7:7A, the Coastal Zone Management rules, N.J.A.C. 7:7E, or the Highlands Water Protection and Planning Act Rules, N.J.A.C. 7:38.

The *Chicago Manual of Style*, 14th Edition, as amended and supplemented, is being incorporated by reference into N.J.A.C. 7:4-8.6 at N.J.A.C. 7:4-8.6(a)iv.. The *Chicago Manual of Style* establishes formatting guidelines for citations. The use of this style guide will ensure consistency in architectural survey reports submitted to the Department. When received, the required information will allow the Department to determine the adequacy of the architectural survey effort by allowing an independent evaluation of the survey activities and results. The proposed new section will also assist the Department in achieving its mission to serve as a repository for statewide historic property information by ensuring consistency and archival stability in architectural reporting documents received by and filed at the Historic Preservation Office.

The Department is proposing to add the requirements for combined archaeological and architectural survey reports submitted to the Historic Preservation

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

Office at N.J.A.C. 7:4-8.7. This proposed section outlines specific formatting, structure, and general content requirements for reports that document the results of both archaeological and architectural surveys for the same project. The requirements for combined archaeological and architectural survey reports were developed in response to questions routinely received from the historic preservation consultant community regarding the appropriate format for such reports because of differences between the archaeological and architectural reporting requirements. For example, individually, the archaeological reporting requirements and the architectural reporting requirements use different style guides, the American Antiquity format and the Chicago Manual of Style respectively. The use of these separate style guides in archaeological and architectural reporting is a function of their respective academic disciplines. It is appropriate to maintain the use of these differing style guides in the respective archaeological and architectural reporting requirements to facilitate the publication of important survey results in appropriate local, regional, and national academic publications. However, in situations where archaeological and architectural survey results are reported in one document, the Department has determined it necessary and appropriate to establish combined archaeological and architectural reporting requirements that provide uniform style and formatting requirements.

The *Chicago Manual of Style*, 14th Edition, as amended and supplemented, is being incorporated by reference into N.J.A.C. 7:4-8.7 at N.J.A.C. 7:4-8.7(a)1iv. The *Chicago Manual of Style* establishes formatting guidelines for citations. The use of this style guide will ensure consistency in architectural survey reports submitted to the Department. National Register Criterion D, 36 CFR 60.4(d) is being incorporated by

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

reference into N.J.A.C. 7:4-8.7. 36 CFR 60.4(d) is known as National Register Criteria D, and is the National Register criteria most commonly applied to archaeological sites. The National Register Criteria and Criteria Considerations for Evaluation at 36 CFR 60.4 are being incorporated by reference into N.J.A.C. 7:4-8.7. 36 CFR 60.4 outlines four criteria and seven criteria considerations for determining whether a historic property qualifies for listing on the National Register of Historic Places. These are the standard criteria used in the historic preservation field for evaluating the significance of historic properties nationwide. This will benefit the regulated community by providing predictability and prior knowledge of the reporting requirements. These requirements will also benefit the public by ensuring consistency in combined archaeological and architectural survey reports submitted to the Department.

The Department is proposing to add requirements for the content and structure of an alternatives analysis report at N.J.A.C. 7:4-8.8. These requirements, that were originally developed as guidelines, were developed, peer reviewed, and approved by a committee of individuals representing cultural resource consulting firms, the New Jersey Builder's Association, the State (the Department of Environmental Protection – Historic Preservation Office and Historic Sites Council and the Department of Community Affairs), and an attorney who routinely represents applicants before the Department.

Alternatives analyses are currently routinely requested to meet the requirements of various State regulatory processes such as The New Jersey Register of Historic Places Rules, N.J.A.C. 7:4, the Coastal Zone Management Rules, N.J.A.C. 7:7E, and the Freshwater Wetlands Protection Act Rules, N.J.A.C. 7:7A. This proposed new section contains standards that must be met when an alternatives analysis is required by the

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

Department. The alternatives analysis is consistent with the requirements of the Highlands Water Protection and Planning Act rules, N.J.A.C. 7:38. These requirements are also consistent with requirements of the Section 106 of the National Historic Preservation Act, 36 CFR Part 800 and Section 4(f) of the Federal-Aid Highway Act of 1968, 49 USC 303. This proposed new section prescribes a methodology for identifying and evaluating all alternatives to a proposed undertaking that would avoid or minimize the encroachment to the subject building. The identification and evaluation of alternatives outlined in this new proposed section are performed within the context of project need(s) and objective(s), local master plan and zoning requirements, potential redevelopment scenarios and their feasibility, environmental constraints, code constraints, opportunities for heritage tourism, and costs. The *Secretary of the Interior's Standards for Rehabilitation*, codified at 36 CFR 68.3(b), are being incorporated by reference into this proposed new section. 36 CFR 68.3(b) outlines standards provided by the National Park Service on how to rehabilitate a wide range of historic properties. The Professional Qualification Standards published in the *Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation* (48 FR 44738-44739) and the Secretary of the Interior's Proposed Historic Preservation Professional Qualification Standards, published in the Federal Register on June 20, 1997, are being incorporated by reference into this proposed new section. Both of these documents outline the minimum education and experience necessary to be qualified as an historic architect and engineer, respectively.

The proposed addition of N.J.A.C. 7:4-8.4 through 8.8 will better ensure protection of historic and archaeological resources and consistency in both project review

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

and project documentation received. The Department is incorporating these specifications to ensure more standardized survey and reporting. In particular, codifying what are currently guidelines will help to ensure increased efficiency and therefore, speed of project review and decision because a greater percentage of archaeological surveys and cultural resource reports will be adequate upon submission. The Department has used these survey and reporting guidelines to successfully complete projects requiring State and Federal project review and consultation simultaneously. They are consistent with and clarify the *Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation* (48 FR 44716) set forth by the National Park Service.

The Department is proposing to add electronic submission standards at N.J.A.C. 7:4-8.9. The addition of electronic submission standards, mapping standards, and photographic standards are all in response to recent developments in computer, mapping, and photographic technology. Many historic preservation professionals working in New Jersey have embraced this technology, and use it in the production of New Jersey and National Register nominations and cultural resource surveys, reports, and documentation. However, there is much variation in the types and quality of this technology. This variation has implications for both consistency in application and the long-term archival stability of the documentation produced. Codifying standards for electronic submissions, mapping, and photography accommodates the growing demand for the use of new technologies in historic preservation while ensuring the quality of the material submitted. The standards for geospatial data are consistent with the Department's Mapping and Digital Data Standards, N.J.A.C. 7:1D, Appendix A, and the shapefile format has the advantages of portability and compatibility with multiple GIS platforms (including no-

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

cost open source software alternatives). The file formats for digital images and reports are generally available, and compatible with most electronic data systems. Consistency in these formats will facilitate the population of HPO's growing digital library, which will be made accessible to the general public in the future.

Social Impact

The proposed readoption of the “New Jersey Register of Historic Places” rules with amendments will have a positive social impact by affording a means for the Department to continue to encourage the protection, restoration, rehabilitation, and preservation of historic properties, including the State’s historic, architectural, archaeological, engineering and, cultural heritage. For example, the readoption of the procedure whereby the Department may determine that an application does not encroach upon a property listed in the New Jersey Register will continue the successful “streamlined” process that has substantially reduced the review period for about 80% of all project authorization applications. The protection, restoration, rehabilitation, and preservation of properties will improve the quality of life for the citizens of New Jersey by ensuring the retention of a sense of place that is fundamental to all successful communities and by providing a tangible link with the State’s historic, architectural, archaeological, engineering, and cultural heritage that provides both a sense of continuity with the past and opportunities to enrich the education of our children, and creates a sense of continuity with the past.

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

The proposed new sections of Subchapter 8 codify existing guidelines as regulatory requirements for the preparation and submission of Phase I archaeological surveys, architectural and archaeological survey reports, and alternatives analyses. The proposed new provisions of Subchapter 8 also clarify electronic submission standards, mapping standards, and photographic standards, and are being proposed in response to recent developments in computer, mapping, and photographic technology. Codification of these guidelines to make them predictable, clear requirements for submissions will have a positive social impact by encouraging consistency in documentation submitted to the Historic Preservation Office and therefore, ensure consistent analysis of historic properties by both governmental agencies and the public.

Economic Impact

Under the proposed readoption of the rules with amendments, applicants seeking to nominate property for listing in the New Jersey Register will continue to incur costs in connection with the nomination, if they choose to retain professional consultants to prepare the application for nomination. In addition, State, county and municipal governments, and their agencies and instrumentalities, will continue to incur costs to obtain project authorization for an undertaking that constitutes an encroachment upon or that will damage or destroy a property listed in the New Jersey Register. These costs are described below.

There is no application fee for nominating a property for listing in the New Jersey Register of Historic Places. An applicant sponsoring a nomination can prepare an

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

application without professional help with guidance from the Department. However, if the applicant retains a professional consultant to prepare the nomination, the Department expects that the cost of the consultant services would range from \$3,150 to \$8,400, depending upon the complexity of the resource. For a historic district nomination, the Department expects that the cost of the consultant's service would range from \$15,750 to \$19,425, depending upon the complexity of the application. The additional compliance with the electronic data submission standards in Subchapter 8 would not significantly alter these costs, and provision has been made for those constituents who may not have access to certain technologies by including a no-cost alternative at N.J.A.C. 7:4-8.9(a)1i(2) and N.J.A.C. 7:4-8.9(a)1iii(2).

The application for project authorization for a small or simple undertaking that constitutes an encroachment upon a property listed in the New Jersey Register is not complicated to complete. The Department estimates that for most undertakings, the application could be completed by a project manager for a State, county or municipal agency in about four hours, without professional assistance. Required attachments (plans, maps, photographs) are usually already available, hence costs are primarily for reproduction and postage. Under such circumstances, an application might cost between \$250 and \$1,000 to prepare without including the costs associated with staff time required to prepare the application. If the attachments must be prepared, the Department estimates that it will cost approximately \$750 to \$2,500 to prepare the application without including the costs associated with staff time required to prepare the attachments.

For large or complex undertakings, the applying public agency may find it more efficient to have an architect, engineer or historic preservation professional prepare the

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

application, and make a brief presentation and answer questions at the Historic Sites Council meeting. For such professionally assisted applications, the costs would be commensurate with the scale of the project, and therefore, would vary considerably. Likewise, the cost for a structural assessment for a building or buildings proposed for demolition will vary depending on the structural type, the accessibility of the structure, the physical condition, and the size and scale of the building. However, in many cases, such a document would have already been prepared even if the property proposed for demolition were not listed in the New Jersey Register of Historic Places. There are a number of regulations apart from the New Jersey Register of Historic Places Act rules that necessitate the preparation of structural assessments to achieve compliance in the consideration of historic properties. In addition, such documents may be required as part of the application process by the historic preservation commissions of municipalities with a historic preservation element of their local ordinances.

Though public hearings on applications are rare, if such a hearing were called by the Commissioner, the applicant likely would incur costs of approximately \$315 to \$1,680 for transcription and public notice.

Consistent with current practices for project sites possessing high potential for historic properties, the Department anticipates that in order to comply with the requirements of proposed N.J.A.C.7:4-8.4 through 8.8, it would be necessary for the regulated community to retain the services of historic preservation professionals in professions such as archaeology, architectural history, and history. Costs would be commensurate with project scale, and therefore, would vary considerably.

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

The addition of N.J.A.C. 7:4-8.4 through 8.8 as regulatory requirements will require that applicants provide the specific information listed. Many of the items referenced in these sections are readily available from public libraries and various state, county, and local governmental agencies. The costs of conducting archaeological survey pursuant to the proposed N.J.A.C. 7:4-8.4 and/or producing the various survey reports pursuant to the proposed N.J.A.C. 7:4-8.5 through 8.8 will depend on the scale of the proposed undertaking, the size of the area of the proposed undertaking's impact, the number of historic properties within the area of the proposed undertaking's impact, and the types of historic properties present within the area of the proposed undertaking's impact. Prior to the proposed addition of these requirements to the rules, most applicants that were required to demonstrate compliance with the Coastal Zone Management rules, N.J.A.C. 7:7E, the Freshwater Wetlands Protection Act Rules, N.J.A.C. 7:7A, and the Highlands Water Protection and Planning Act Rules at N.J.A.C. 7:38-3.10 used a majority of the guidelines upon which the new provisions are based in order to accomplish this. Accordingly, from a practical standpoint, a majority of the proposed new provisions will have little or no economic impact for most applicants. The Department anticipates that in order to comply with the proposed N.J.A.C. 7:4-8.8, it will be necessary to retain the services of engineering and/or architecture professionals. The cost of producing an alternatives analysis will be commensurate with the complexity of the project, the condition of the historic building, the significance of the historic building, and the type, size, and design of the historic building.

In addition to the above, compliance with the electronic submission standards in N.J.A.C. 7:4-8.9 should not significantly alter the costs noted above. There are, however,

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

several potential positive benefits for communities and the regulated community. New members within the regulated community will have more complete guidance in advance regarding responsibility under the law, when properties they own or may purchase contain historic properties. Communities may adopt these same survey and reporting standards, by reference, for use in their own respective municipal regulations when their ordinances provide for protection of historic properties, thereby eliminating the need to create separate guidance for reporting and Phase I survey for archaeology. In instances where two or more units of government elect to use these standards, identical criteria will allow one set of responses rather than multiple sets of reports or survey. Predictability, comparability, and prior knowledge of standards will facilitate expeditious project review and satisfaction under any applicable regulations, thereby offsetting project survey costs.

Federal Standards Statement

Executive Order No. 27 (1994) and N.J.S.A. 52:14B-1 et seq. (P.L. 1995 c. 65), require State agencies which adopt, readopt or amend State regulations that exceed any Federal standards or requirements to include in the rulemaking document a Federal Standards analysis.

The National Historic Preservation Act, 16 U.S.C. 470, established the National Register of Historic Places. The implementing Federal regulations for the National Register are codified at 36 CFR 600. As is the case with the New Jersey Register of Historic Places, which was established pursuant to N.J.S.A. 13:1B-15.128, the National

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

Register functions as a permanent record of properties which are determined to have significant historical, architectural, archaeological, engineering or cultural value.

The procedures for registration of properties in the New Jersey Register are integrated with the National Register of Historic Places Program. The New Jersey and National Registers both use the same nomination criteria, nomination forms, state administrative agency (Historic Preservation Office), and State Review Board. Moreover, requirements for the submission of application information and accompanying documentation for both the New Jersey and the National Registers are essentially parallel. This integrated process is designed to avoid duplication of steps since the two programs parallel and complement each other. While the National Register regulations allow properties to be listed in the National Register if a public owner objects, they will not allow listing of a property if a private owner objects to the listing. Under New Jersey's regulations, owner objection is not a basis for rejecting a nomination for listing on the New Jersey Register of Historic Places, and therefore, may be considered more stringent than its Federal counterpart. However, as with the Federal Regulations, the Department's encroachment regulations do not apply to private undertakings.

The proposed amendments to the definitions in N.J.A.C. 7:4-1.3 clarify terminology used by both the Department and the Federal government. In general, the proposed amendments to N.J.A.C. 7:4-2.2, N.J.A.C. 7:4-4.1, and N.J.A.C. 7:4-5.3 reflect current practice, and are consistent with Federal regulations. However, the proposed amendments to N.J.A.C. 7:4-2.2(c)4.ii. add a requirement that digital map data be included in a National Register nomination submitted to the Historic Preservation Office. This requirement is more stringent than that of the Federal regulations. This enhanced

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

information requirement for the listing of a property on the New Jersey Register of Historic Places is necessary because it both forms the basis for the encroachment reviews performed by the Department under Subchapter 7 and is consistent with the Department's broader goal of developing comprehensive digital Geographic Information Systems data.

The Economic Impact Statement included a discussion of the anticipated costs associated with the requirement to provide digital map data using Geographic Information Systems (GIS) technology for cultural resources nominated to the New Jersey and National Registers of Historic Places. Map production is one component of the production of a National Register nomination whose cost is based on the time required to prepare the maps. While it is impossible to provide an exact cost for the creation of digital map data because the costs will vary depending upon the nature of the nominated resource, the Department does not anticipate that the addition of a requirement to provide digital map data will significantly alter the costs of producing a historic property nomination. The time required to produce digital map data should be roughly equivalent to the time currently required to prepare maps for a nomination. For individual properties, the National Park Service only requires mapping on an original USGS 7.5' topographic quadrangle, however, it is standard practice to provide a larger scale map depicting property boundaries. For any multi-component resource (including historic districts or historic complexes), the National Park Service requires a detailed map. Standard practice is to provide such maps on paper tax parcel maps. In both of these cases, the requirement for a digital map can replace this paper based detail map resulting in a negligible cost impact.

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

The addition of this requirement will provide a number of benefits for the preparer, the Historic Preservation Office (HPO) and HPO's constituents. First, GIS delineation of the resource will be more accurate and cost effective if completed by the preparer. The preparer of the nomination has the most relevant and timely knowledge of the spatial extent of the resource in question, and is responsible for accurately and clearly communicating that understanding in the nomination. Delineation by the HPO later in time, as is currently done for newly listed properties, increases the chance for error and misinterpretation of the boundary, and takes significantly longer. GIS based delineation will also allow the preparer to make changes to the boundary more effectively, as necessary, during the nomination process.

Second, GIS delineation during the nomination process helps ensure consistency between the narrative and graphical components of the nomination. This is particularly critical for large complex resources such as historic districts, where the inventory of district features and accompanying maps can be more easily cross-checked when based on GIS data, rather than on text and hard copy maps. The GIS delineation of historic property boundaries during the nomination process avoids later revisions and delay in the nomination process that result from the need to correct inconsistencies between the inventory of district features and accompanying maps.

Third, GIS delineation will enable a faster turnaround for disseminating an awareness of the resource and its extent. HPO will be able to provide access to its cultural resources inventory through NJDEP's interactive mapping applications. This is particularly relevant because inclusion in the New Jersey Register of Historic Places invokes the New Jersey Register Review process (N.J.A.C. 7:4-7) for undertakings of

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

State, county, local government, or any instrumentality thereof, that might impact listed resources. Accurate and current data will enable better project planning and compliance with these provisions.

Fourth, in addition to the detail map referenced above, the National Register requires mapping on an original USGS 7.5' topographic quadrangles, which does not provide sufficient accuracy at large scales to understand the exact placement of resource boundaries relative to surrounding properties and activities. Cultural resources GIS data prepared based on the 2002 digital ortho-photos, and other GIS data ensures that cultural resources are located as accurately as possible, and enables a more precise understanding of the listing status of a given location. Further, the digital data can be represented at multiple scales for easier comparison with other map sources, while the hard-copy USGS map is fixed, and requires much manipulation to achieve a similar comparison. Therefore, the Department has determined that exceedance of the Federal standard is necessary in order to protect the State's historic and archaeological resources.

In comparison to Section 106 of the National Historic Preservation Act, as implemented in 36 CFR 800, the proposed readoption with amendments is less stringent than its Federal regulatory counterpart in that the New Jersey Register of Historic Places Act only requires public agencies which are seeking to take action that may impact a historic resource to obtain Department authorization if the potentially affected resource is actually listed on the New Jersey Register of Historic Places. In contrast, the Federal act includes review of undertakings that potentially impact both listed properties and those eligible for listing. An undertaking is broadly defined as any project that could affect a historic property. Criteria employed to determine when an undertaking will have an

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

adverse effect (i.e. will be considered an encroachment) upon a historic property are drawn from the Federal standards set forth in 36 CFR 800 et seq.

Additionally, to assess a project's impact upon cultural resources, it is incumbent upon the Federal agency, or its delegee, to identify those properties that are potentially eligible for listing in the National Register of Historic Places. Architectural or archaeological surveys may be required under the Federal requirements in order to determine whether a property is eligible for inclusion. Therefore, Federal regulatory review, by including properties that are potentially eligible for listing in the National Register of Historic Places, encompasses a larger universe of historic resources than does State review.

With reference to review of requests for Department authorization of an undertaking that may impact a historic resource, N.J.S.A. 13:1B-15.131 requires that the Department take action on such a request (either authorize, consent or deny the request) within 120 days of receipt of the application. If action is not taken in that timeframe, the failure to act is deemed to be consent to the undertaking. In contrast, the Federal process is consultative in nature and the review period is open ended. Both State and Federal processes allow opportunity for public comment and input into the decision making.

The proposed additions to Subchapter 8 codify both existing archaeological survey and reporting guidelines, architectural reporting guidelines, and guidelines for preparing alternatives analyses. They clarify the *Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation* (48 FR 44716) set forth by the National Park Service, and are not more stringent than the Federal requirements.

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

The Department has determined that the proposed readoption with amendments does not contain any standards or requirements that exceed the standards or requirements imposed by Federal law, except as mentioned above. With reference to those standards or requirements that do exceed those imposed by Federal law, for the reasons specified above, the Department has determined that variation from the standard is appropriate.

Environmental Impact

The proposed readoption of the rules with amendments will have a positive environmental impact by continuing to provide a means for the Department to encourage the protection, individually or as a district, of the State's historical, architectural, archaeological, engineering and cultural heritage against destruction and loss of integrity through inappropriate alterations or demolition. The preservation of New Jersey's historically significant communities enhances the quality of life in that it promotes reinvestment in our urban and older communities. The preservation of the State's archaeological heritage also preserves the farmlands and open spaces in which they exist. Reinvestment in our older, densely developed, while preserving farmlands and open space, reduces the need for new infrastructure and has a positive environmental impact.

Jobs Impact

The proposed readoption of the rules with amendments is intended to foster efficient rehabilitation and restoration of the State's architectural and engineering

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

heritage and protection for our archaeological and cultural past. Because historic rehabilitation and restoration projects are labor intensive, it is expected that the rules will enhance long term job possibilities for those in the construction trades, for historians, architects, engineers specializing in historic preservation, and for archaeological consultants. The amendments in Subchapter 8, as proposed, will involve the retention of professionals in archaeology, architectural history, or history, and require that applicants provide the specific information listed. However, as most applicants have been following the guidelines upon which the proposed requirements are based, it is not anticipated that the proposed new provisions will have any significant impact on jobs.

Agricultural Industry Impact

Pursuant to N.J.S.A. 52:14B-4, the Department evaluated this rulemaking to determine the nature and extent of the impacts of the rules proposed for readoption, with amendments, on the agriculture industry. Readoption of these rules, with amendments, is not expected to have any impact upon the agriculture industry. As these rules do not regulate privately owned property, there will be no additional regulatory oversight imposed by the readoption with amendments of these rules.

Regulatory Flexibility Analysis

In accordance with the New Jersey Regulatory Flexibility Act, N.J.S.A. 52:14B-16 et seq., the Department has determined that the proposed readoption of the rules, with

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

amendments, will continue to impact small businesses as defined by that Act if those small businesses choose to participate in the New Jersey Register program. Often times, there are financial benefits to listing in the New Jersey and National Registers of Historic Places such as qualifying for Federal investment tax credits, or the availability of local incentive programs to promote historic preservation. It is estimated that of the 25-30 nominations reviewed and processed by the Department every year, only 2 or 3 are submitted by “small businesses” as defined in the New Jersey Regulatory Flexibility Act (N.J.S.A. 52:14B-16 et seq.). In order to comply with these rules to have a historic property placed in the New Jersey Register of Historic Places, the small businesses will have to satisfy the requirements discussed in the “Summary” above. In so doing, small businesses may need the services of professionals in the disciplines of architecture, history, architectural history, prehistoric archaeology or historic archaeology to prepare a nomination. In developing this rule, the Department has balanced the need to protect and preserve historic properties against the economic impact of the proposed rule on small businesses and has determined that to minimize the impact of the rule would endanger the protection and preservation of historic properties. Therefore, no exemption from coverage for small businesses is provided. The procedures for review of an undertaking by a State, county, municipal government, or any agency or instrumentality thereof will have no effect on small businesses.

Smart Growth Policy

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

Executive Order No. 4(2002) requires State agencies which adopt, amend or repeal any rule pursuant to N.J.S.A. 52:14B-4(a) of the Administrative Procedure Act, to describe the impact of the proposed rule on the achievement of smart growth and implementation of the New Jersey State Development and Redevelopment Plan (State Plan). The Department has evaluated this rulemaking to determine the nature and extent of the proposed rules' impact on smart growth and the implementation of the State Plan.

Encouragement of redevelopment, repair and rehabilitation of existing facilities and the preservation of natural, environmental, coastal, historic and cultural resources are goals of both Smart Growth and the State Plan. Historic Preservation is consistent with the law and policy of New Jersey to promote smart growth and to reduce the negative effects of sprawl and dis-investment in older communities, as described in Executive Order No. 4. Historic Preservation has often been the catalyst for economic revitalization in cities and older communities across the nation. Historic neighborhoods have attracted families back to urban communities because of the diverse architectural styles, especially when historic district designation is combined with other types of financial incentives, such as property tax abatement programs or low interest loans to finance rehabilitation. Reinvestment in historic neighborhoods helps to protect existing open space, reduce automobile dependency, provide affordable housing opportunities and stabilize property taxes. Income producing properties can qualify for a 20% Federal investment tax credit when rehabilitation is done in accordance with appropriate standards. Through the program established by the rules, the Historic Preservation Office offers technical assistance and guidance to local governments when they desire to implement historic preservation programs on the local level.

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

The rules are consistent with Smart Growth and implementation of the State Plan.

Full text of the proposed readoption may be found in N.J.A.C. 7:4.

Full text of the proposed amendments to the rules follows (additions are underlined thus; deletions in brackets [thus]).

CHAPTER 4

THE NEW JERSEY REGISTER OF HISTORIC PLACES RULES

SUBCHAPTER 1. GENERAL PROVISIONS

7:4-1.3 Definitions

The following words and phrases, when used in this chapter, shall have the following meanings unless the context clearly indicates otherwise. However, if a term is also defined at N.J.A.C. 7:4-8.1, then that definition shall supersede the definition in this section for purposes of N.J.A.C. 7:4-8.

...

“Location map” means a map depicting the location of the resource referenced in the application delineated in relation to named local streets, at a scale that depicts the resource in its entirety and enough surrounding area to locate the resource on other map sources.

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

...

"Noncontributing property" means 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:

1. It was not present during the period of significance or does not relate to the documented significance of the property;

2. – 3. (No change.)

"State Review Board" means State Review Board for Historic Sites a body whose members represent the professional fields of American history, architectural history, prehistoric and historic archaeology, and other professional disciplines appointed by the State Historic Preservation Officer as part of the State Historic Preservation Program for the purpose of reviewing and recommending to the State Historic Preservation Officer whether to approve New Jersey and National Register nominations based on whether or not they meet the criteria for evaluation in N.J.A.C. 7:4-2.3.

...

SUBCHAPTER 2. REGISTRATION PROCEDURES AND CRITERIA

7:4-2.2 Procedure for the nomination of properties for inclusion in the New Jersey and National Registers

(a) – (b) (No change)

(c) The procedure for the nomination of property for inclusion in the New Jersey and National Registers is as follows:

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

1. The applicant obtains a preliminary [questionnaire] application and an individual building or district survey form from the Department.

2. The applicant submits the following to the Department for a preliminary determination by the Department whether the property is potentially eligible for listing in the New Jersey and National Registers under the criteria for evaluation set forth in N.J.A.C. 7:4-2.3:

i. The completed preliminary [questionnaire] application and the individual or district survey form obtained under (c)1 above; and

ii. Clear photographs that show the property in complete exterior and interior views. In the case of a district, the photographs shall show representative views of the district; and

iii. A location map;

3. Within 45 days of receiving a complete submittal for preliminary determination under (c)2 above, the Department shall:

i. (No change.)

ii. Notify the applicant in writing whether or not the Department determines that the property is potentially eligible for the New Jersey and National Registers.

(1) (No change.)

(2) If the Department determines that the property does not appear to be potentially eligible for the New Jersey and National Registers, the Department shall give the applicant a written explanation of the Department's preliminary determination that the

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

property does not appear to meet the criteria for evaluation in N.J.A.C. 7:4-2.3. [If the applicant intends to proceed with the application, the applicant shall notify the Department in writing of his intent to proceed within 90 days of the Department's issuance of a preliminary determination that the property does not appear to meet the criteria for evaluation. If a response from the applicant is not received within 90 days, the Department shall return the preliminary submittal to the applicant. If a response from the applicant is received within 90 days, the Department shall forward a National Register Nomination Form to the applicant.] If the applicant resubmits a request for a preliminary determination, it shall be treated as a new preliminary submittal.

4. The applicant shall, as part of an adequately documented and technically and professionally correct and sufficient National Register Nomination Form, submit the following to the Department:

i. [a] A complete list of all owners of the nominated property as of the date of the National Register Nomination Form's submission. The list of property owners shall be the list of private and public property owners (including right-of-way owners) named in official municipal tax records and maps and shall be notarized by the appropriate municipal official. If the property is not scheduled for consideration by the State Review Board under this subchapter within 90 days after the Department receives an adequately documented and technically and professionally correct and sufficient National Register Nomination Form, the Department may require that the applicant submit an updated list of property owners (notarized by the appropriate municipal official) which the applicant

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

shall provide to the Department within 30 days of the issuance of the Department's written request[.]

ii. A map that meets the standards specified in N.J.A.C. 7:4-8.3(h)1

5. Within 60 days of receiving a completed National Register Nomination Form, the Department shall notify the applicant in writing as to:

i. – ii. (No change)

iii. If the Department determines that the National Register Nomination Form is adequately documented and technically and professionally correct and sufficient and that the property appears to meet the criteria for evaluation in N.J.A.C. 7:4-2.3, the Department shall schedule the nomination for consideration at the earliest possible State Review Board meeting, consistent with the Department's established priorities for processing nominations. These priorities shall be consistent with implementation of the State Historic Preservation Plan and shall be established by the Department in consultation with the State Review Board. The Department shall notify the applicant in writing of the property's position in accordance with the Department's priorities for processing nominations under the State Historic Preservation Plan and of the [approximate] date the applicant can expect the nomination of the property to be considered by the State Review Board under this subchapter. [If the nomination can be considered by the State Review Board at least 60 days but not more than 75 days after notification, the notice may specify a date when the nomination will be considered by the State Review Board]; or

iv. (No change)

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

[6. If the Department determines that the National Register Nomination Form is not adequately documented and technically and professionally correct and sufficient, the applicant shall have 90 days from the date of issuance of the written notice under (c)4iv above to submit to the Department the additional documentation or information necessary to correct the deficiencies identified in the notice. If the Department does not receive the additional documentation or information necessary to correct the deficiencies identified in the notice within 90 days as above provided, the Department shall return the nomination to the applicant. If the Department determines that the additional documentation or information submitted by the applicant to correct the deficiencies identified on the notice substantially revises the original National Register Nomination Form, the Department may reprocess the nomination as a new submittal under this section.]

[7 - 8] 6-7 (No change.)

[9] 8. As part of the nomination process, the Department shall notify the preparer and the owner(s) of the nominated property or the owner(s) of property within a nominated historic district in writing of the Department's intent to bring the nomination before the State Review Board on a specific date, time and place. The Department shall be responsible for notifying only those property owners names in the National Register Nomination Form in accordance with (c)4 above. Where more than one owner is named, each separate owner shall be notified.

i. The Department shall send the written notification [via certified mail] at least 60 but not more than 75 days before the State Review Board meeting during which the

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

nomination is scheduled to be considered. The property owner(s) shall be notified via certified mail. In addition to informing the applicant and owner(s) that the property is being considered for nomination to the New Jersey Register, the notice shall solicit written comments on the significance of the property and whether or not it meets the criteria for evaluation set forth in *N.J.A.C. 7:4-2.3*, inform the owners what registration of the property will mean to the owner, and explain the benefits and responsibilities of property registration. The property owner(s) shall have at least 60 days but not more than 75 days from the date of issuance of written notification to submit written comments to the Department and to concur in or object to the nomination of such property.

ii. (No change in text.)

[10] 9. (No change in text.)

[11] 10. The complete National Register Nomination Form shall be on file with the Department during the comment period in (c)[9]8 and [10] 9 above and a copy shall be made available by mail when requested by the public or made available at a location to which all affected property owners have reasonable access, such as a local library, municipal building, courthouse, or other public place so that written comments regarding the nomination can be prepared.

[12] 11. In the case of a nomination of an historic district including 50 or more property owners, the Department shall conduct a public meeting in the municipality in which the property is located prior to consideration of the application by the State Review Board. In the event of an archaeological nomination, the public meeting may be waived by the Department. [The Department shall send written notice of the meeting to property

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

owners within the proposed historic district a least 30 days prior to the date of the meeting. The Department shall be responsible for notifying only those property owners within the proposed historic district named in the National Register Nomination Form in accordance with (c)4 above.] The Department shall publish public notice of the meeting to property owners in accordance with provisions of (c)8ii above. The notification shall provide the following: a description of the proposed historic district, the benefits and responsibilities of historic district registration, the place that the nomination document can be examined prior to the meeting, and the date, time and place that the meeting will be held. Alternative methods of notification for the meeting such as publication in the official newspaper of the municipality, or in a newspaper circulating in the municipality may be used when the number of property owners in a proposed historic district exceeds 50.

[13] 12. Upon notification under (c)[9] 8 above, any owner or owners of a private property who objects to the nomination to the National Register shall submit to the Department a notarized statement certifying that the objector is the sole or partial owner of the private property and objects to the nomination. Upon receipt of notarized objections respecting a district or single private property with multiple owners, the Department shall ascertain how many owners have objected. If an owner whose name did not appear on the ownership list submits a written notarized statement from the municipality that the party is the sole or partial owner of a nominated private property, such owner shall be counted by the Department in determining how many owners have objected. Each owner of private property in a district shall be considered only once

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

regardless of how many properties or what part of one property that party owns and regardless of whether the property contributes to the significance of district. Owner objections shall be considered by the State Historic Preservation Officer only with regard to submission of the nomination to the Keeper of the National Register of Historic Places.

[14. – 19.] 13. - 18. (No change in text.)

[20] 19. When a nomination is returned to the State Historic Preservation Officer as provided in (c)[19] 18i and ii above, the State Historic Preservation Officer shall notify the applicant that the nomination has been returned. The notification shall include an explanation of the reasons for the return of the nomination. Upon receipt by the State Historic Preservation Officer of sufficient additional information from the applicant addressing the reasons for the return of the nomination, the State Historic Preservation Officer shall resubmit the nomination to the Keeper.

[21. – 22.] 20. – 21. (No change in text.)

[23] 22. If subsequent to nomination of a property for listing in the New Jersey Register and National Registers, major revisions are made to the nomination or a property previously rejected by the Department or Keeper is renominated, the State Historic Preservation Officer shall notify the affected property owner(s) and the chief elected local official of the county and municipality in which the property is located of the revisions or renomination in the same manner as the original notification for the nomination under (c)[9] 8 and [10] 9 above. In the case of major revisions, the Department may resubmit the nomination to the State Review Board or treat it as a new nomination to be processed in accordance with this section. Comments received and notarized statements of

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

objection shall be forwarded to the Keeper along with the revisions or renomination. The State Historic Preservation Officer shall also certify by the resubmittal that the affected property owner(s) and the chief elected local officials have been renotified.

SUBCHAPTER 5. CERTIFICATION OF ELIGIBILITY FOR LISTING IN THE NEW JERSEY REGISTER

7:4-5.3 Application for certification of eligibility

(a) To [apply for] request a certification of eligibility for listing in the New Jersey Register, the applicant [for an historic preservation grant] shall:

1. Obtain a preliminary [questionnaire] application [and individual survey form] from the Department;
2. Submit the following to the Department for a determination by the State Historic Preservation Officer whether the property is eligible for listing in the New Jersey Register.
 - i. The completed preliminary [questionnaire] application [and individual survey form];
 - ii. Clear photographs that show the property in complete exterior and interior views;
and
 - iii. [A letter signed by the chief elected local official of the applying county or municipality, a letter signed by the chief executive officer of the applying nonprofit organization, or a letter signed by the head of the applying State agency confirming the intent of the State, county, municipality, or nonprofit organization to apply for a historic preservation grant for the property] A location map.

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

3. (No change)

4. If, based on its review of information [the preliminary questionnaire, individual survey form and photographs] submitted under (a)2 above, the Department determines that a property may be eligible for listing in the New Jersey Register as part of a district, the Department shall provide the applicant with a district survey form. The applicant shall complete the district survey form [within 90 days of the Department's issuance of the form] and submit it to the Department with photographs that show representative views of the district.

(b) – (c) (No change)

SUBCHAPTER 7. REVIEW PROCEDURES FOR PROJECTS ENCROACHING UPON NEW JERSEY PROPERTIES

7:4-7.1 Application procedure for encroachment authorization

(a) During the earliest stage of planning for any undertaking and before taking any action that could result in a physical effect on a property listed in the New Jersey Register, the State, a county, municipality or an agency or instrumentality thereof shall:

1. Consult with the [Department] Historic Preservation Office for the purpose of defining the boundaries of the area of the undertaking's potential impact;

2. Consult the latest edition of the New Jersey Register at http://www.state.nj.us/dep/hpo/1identify/nrsr_lists.htm to determine if there are any registered properties within the area of the undertaking's potential impact; and

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

3. Contact the [Department] Historic Preservation Office and determine if other properties within the area of the undertaking's potential impact have been listed in the New Jersey Register since the most recently published list. Public projects or actions for which acquisition or construction contracts have been let prior to listing on the New Jersey Register shall not require review and approval.

(b) – (c) (No change.)

[(d) The application shall be prepared by the State, county, municipality or agency or instrumentality thereof planning the undertaking or its authorized representative on forms available from the Department and shall include: maps, photographs, plans, specifications, and proposed agreements sufficient to completely describe the planned undertaking. In addition, the application shall include a complete list of owners of registered properties that would be directly affected by the undertaking and a complete list of local historical societies and historic preservation commissions in the area of the undertaking's potential impact. The application shall also include a list of all affected local government units, any agencies or instrumentalities thereof concerned with historic preservation, and any Statewide organization and local organization specifically concerned with historic preservation in the area of the undertaking's potential impact. The list of property owners shall be the list of private and public property owners (including right-of-way owners) named in official municipal tax records and maps as of the date of the application's submission and shall be certified by the appropriate municipal official. The applicant shall provide with the application a copy of the historic preservation element from the county/municipal masterplan if applicable. If demolition of all or a substantial portion of a property is proposed, the application shall include a structural

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

assessment and an evaluation of whether the property could be reasonably repaired, to be prepared by an architect or engineer with demonstrated experience with historic properties consistent with criteria established in the Secretary of the Interior's Professional Qualifications Standards, 36 C.F.R. 61, Appendix, incorporated herein by reference and related guidance as part of the larger Secretary of the Interior's Standards and Guidelines for Archaeology and Historic Preservation, incorporated herein by reference, as referenced in 36 C.F.R. 61. An application for relocating property on the New Jersey Register shall also include the information and documentation required in N.J.A.C. 7:4-3.2(c).]

(d) The application shall be prepared by the State, county, municipality or agency or instrumentality thereof planning the undertaking or its authorized representative on forms available from the Department. The application shall be sufficient to completely describe the planned undertaking and shall include:

1. Maps;

2. Photographs;

3. Plans;

4. Specifications;

5. Proposed agreements;

6. A complete list of owners of registered properties that would be directly affected by the undertaking. The list of property owners shall be the list of private and public property owners (including right-of-way owners) named in official municipal tax records and maps as of the date of submission of the application and shall be certified by the appropriate municipal official;

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

7. A complete list of local historical societies and historic preservation commissions in the area of the undertaking's potential impact;

8. A list of all affected local government units, any agencies or instrumentalities thereof concerned with historic preservation, and any Statewide organization and local organization specifically concerned with historic preservation in the area of the undertaking's potential impact;

9. A copy of the historic preservation element from the county/municipal masterplan if applicable;

10. If demolition of all or a substantial portion of a property is proposed, the application shall include a structural assessment and an evaluation of whether the property could be reasonably repaired, to be prepared by an architect or engineer with demonstrated experience with historic properties consistent with criteria established in the Secretary of the Interior's Professional Qualifications Standards, 36 C.F.R. 61, Appendix, incorporated herein by reference and related guidance as part of the larger Secretary of the Interior's Standards and Guidelines for Archaeology and Historic Preservation, incorporated herein by reference, as referenced in 36 C.F.R. 61; and

11. An application for relocating property on the New Jersey Register shall also include the information and documentation required in N.J.A.C. 7:4-3.2(c).

(e) At the request of an applicant, the Historic Sites Council may grant the review of a project that has only been developed to a conceptual level in cases where the project involves substantial encroachment through new construction and/or demolition (stage 1) and subsequent compatible design of new construction (stage 2). The scope of work for the project shall be consistent in both phases and shall be distinguished solely by the level

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

of detail/completeness to which it has been developed. Project phasing is appropriate in cases where it would not be prudent to expend funds on stage 2 work without stage 1 approval. Each application seeking such review shall contain the information specified at N.J.A.C. 7:4-7.1(d).

7:4-7.2 Review of an application for project authorization

(a) – (c) (No change)

(e) If the applicant is notified by the Department [determines] that an undertaking constitutes an encroachment or will damage or destroy the historic property, the following shall occur:

1. The applicant shall submit 12 original copies of the application for project authorization to the Department for transmittal to the members of the Historic Sites Council.

[1.] 2. Within 15 days of receipt of a notice that the undertaking constitutes an encroachment, [an] the applicant shall provide written notice to owners of registered properties [that would be directly affected by the undertaking and a complete list of local historical societies, historic preservation commissions and all affected local government units, any agencies or instrumentalities thereof concerned with historic preservation, and any Statewide organization and local organization specifically concerned with historic preservation in the area of the undertaking's potential impact] (as listed by the applicant in the application for authorization, pursuant to N.J.A.C. 7:4-7.1(d)) that an application

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

has been submitted to the Commissioner for authorization and has been determined to constitute an encroachment.

3. The written notice shall contain a statement that indicates that the entity receiving the notice or any person directly affected by the undertaking may request in writing, that the Commissioner [may] ask the Historic Sites Council to conduct a special public meeting specifically on the encroachment application. If the Commissioner receives a written request for a special public meeting from such an entity or from at least five persons directly affected by the undertaking, the Commissioner may ask the Historic Sites Council to conduct a special public meeting within the 120 day review period. If the Commissioner does not receive a written request for a public meeting from such an entity or from at least five persons directly affected by the undertaking, the Commissioner may, on his or her own initiative, request the Historic Sites Council to conduct a special public meeting within the 120 day review period or determine that such a special public meeting is unnecessary. Preference shall be given to holding the special public meeting in the municipality wherein the area, site, building, structure or object included in the New Jersey Register of Historic Places that would be affected by the application is located, or in a municipality as close thereto as can reasonably be arranged.

[2.] 4.(No change in text.)

[3.] 5. If an applicant wishes to withdraw an application for project authorization, the applicant shall notify the Department in writing of said withdrawal and shall also immediately notify all parties listed by the applicant in the application for project authorization pursuant to N.J.A.C. 7:4-7.1(d) and interested parties who have advised the

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

Department in writing of their interest in the scheduling of a special public meeting on the application, pursuant to (e)[1]3 above. If a withdrawal is within 48 hours of a regularly scheduled or special meeting of the Historic Sites Council and if it is not possible for all people to be notified of the withdrawal, then the Historic Sites Council, at its discretion, may accept public comment on the withdrawn application on the day for which the application was scheduled. Such comments may be considered if pertinent to a new application on the same encroachment.

[4.] 6. The Historic Sites Council shall meet to review the application for project authorization and evaluate the encroachment using the criteria set forth in N.J.A.C. 7:4-7.4 and the Secretary of the Interior's Standards for the Treatment of Historic Properties (36 C.F.R. 68) and "Guidelines for Preserving, Rehabilitating, Restoring, and Reconstructing Historic Buildings" (guidelines issued by the National Park Service, incorporated herein by reference) and available from the Historic Preservation Office, PO Box 404, Trenton, New Jersey 08625-0404 or from website (www.state.nj.us/dep/hpo) or from the National Park Service website (www.nps.gov) or subsequent amendments thereto, adopted by the Secretary of the United States Department of the Interior and the National Park Service. The Council shall also consider the following:

(1). A draft recommendation prepared by Historic Preservation Office staff in the form of a resolution or other format as may be appropriate that evaluates the project against the standards identified in (e)6 above;

[i. – iii.] (2) – (4). (No change in text.)

[5. – 6.] 7. – 8. (No change in text)

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

[7.] 9. Within the 120-day review period under (b) above, the Commissioner shall transmit to the applicant a written decision with specific reasons therefor which shall either:

i. Authorize or consent to the encroachment or project designed to the conceptual level, as described in the application;

ii. – iv. (No change)

10. If an authorized, or conditionally authorized, project is not undertaken within five years of the date of authorization, the authorization shall automatically expire.

7:4-7.4 Criteria for determining whether an undertaking constitutes an encroachment or will damage or destroy the historic property

(a) (No change)

(b) An undertaking that would otherwise be found to constitute an encroachment pursuant to (a) above may be considered by the Department as not being an encroachment when:

1. The registered property is of value only for its potential contribution to archaeological, historical, or architectural research, and when such value can be substantially preserved through the conduct of appropriate research, and such research is conducted in accordance with applicable professional standards and guidelines including the Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation (Federal Register, Volume 48, No. 190), effective Thursday, September 29, 1983, as updated and revised by the National Park Service (see http://www.nps.gov/history/local-law/arch_stnds_0.htm);

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

2. – 3. (No change)

SUBCHAPTER 8. CONSULTATION WITH OTHER DEPARTMENT PROGRAMS AND OTHER NON-FEDERAL GOVERNMENTAL AGENCIES

7:4-8.1. Definitions

The following words and phrases, when used in this subchapter, shall have the following meanings unless the context clearly indicates otherwise. If there is a conflict with a definition at N.J.A.C. 7:4-1.3, the definition below will control:

...

“Principal Investigator” means the person in direct charge of the major archaeological survey tasks including background investigation; site predictive model development and development of a field strategy; field investigation and testing; data collection and analysis; reporting; and curation.

...

“Smithsonian (SITS) numbers” means the three part, unique Smithsonian Institution Trinomial System (SITS) number assigned by the New Jersey State Museum to archaeological sites identified in New Jersey. A Smithsonian (SITS) number can be obtained for a site by providing the New Jersey State Museum with a completed archaeological site registration form, available from the New Jersey State Museum, 205 West State Street, Trenton, NJ 08625 or from the Historic Preservation Office’s website at <http://www.state.nj.us/dep/hpo/1identify/survarkeo.htm>.

...

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

7:4-8.4. Requirements for Phase I Archaeological Survey

(a) All Phase I archaeological surveys shall be sufficient to enable the identification of archaeological sites in the area of the undertaking's potential impact. The standard for survey sufficiency will be met when the archaeological survey provides identification of historic and prehistoric archaeological sites in accordance with the survey elements listed below and the Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation (*Federal Register* 48:190, September 29, 1983 (48 FR 44716)), incorporated herein by reference.

(b) The Principal Investigator(s) for all Phase I archaeological surveys prepared in accordance with this section shall be a trained professional archaeologist who meets the qualification standards of the National Park Service (NPS) as defined in the Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation (the Standards) referenced in (a) above.

(c) A Phase I archaeological survey shall include:

1. Background research consisting of:

i. A review of primary and secondary sources to identify the kinds of archaeological sites that potentially exist in the area of the undertaking's potential impact; their likely positioning across the landscape and within site soils; information regarding known historic and prehistoric archaeological sites; previous research in the locality; current environmental conditions; paleoenvironmental conditions; and historic and modern land use to facilitate predictions of the types of archaeological sites that may be present.

Relevant sources are listed in Appendix 1;

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

ii. A field inspection which includes observations regarding topography, historic land use and disturbance, field conditions, and indicators of potential for archaeological deposits (such as buildings, structures, and surface artifact scatters);

iii. The assessment report of a geomorphologist, pedologist or other soils specialist with expertise in Holocene geomorphology to assess potential for deeply buried artifact deposits within the area of the undertaking's potential impact, if the undertaking's area of potential impact is located within a floodplain, colluvial slope, or alluvial fan depositional context; and

iv. A complete deed search for the area of the undertaking's potential impact prior to conducting archaeological testing to provide information regarding historic period land use, date by which buildings were present, ethnicity of occupants, number of households or uses through time, and in some instances detailed information regarding owners' occupations, buildings, and land use, thereby providing valuable information to guide field survey;

2. The development of an archaeological site predictive model based upon the results of the background and deed research and field inspection;

3. A systematic archaeological field investigation, including all field methods designed so that:

i. All portions of the area of the undertaking's potential impact defined as having potential to hold archaeological sites by the archaeological site predictive model referenced in (c)2 above shall be tested through systematic subsurface testing and/or archaeological surface inspection (including mapping, and collection, and augmented by subsurface testing), in accordance with ii. through viii below.

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

ii. All sediments shall be screened through 1/4-inch or finer mesh hardware cloth for areas that will be shovel tested rather than surface collected;

iii. The intensity of subsurface excavation shall be conducted at a density of 17 one-foot diameter subsurface shovel tests per acre, which is equivalent to testing on a 50-foot rectilinear grid, in order to ensure that archaeological sites are not missed by the survey. While all statistically quantifiable sampling strategies of equal overall coverage of the area of the undertaking's potential impact are acceptable, the sampling strategy selected shall minimally average 17 one-foot diameter shovel tests per acre;

iv. For linear projects such as road widening or installation of buried utility lines, where the area of the undertaking's potential impact is 50 feet or less in width, shovel testing at an overall density of one test for every fifty (50) linear feet shall be performed. For linear corridors where the area of the undertaking's potential impact is greater than 50 feet, the Principal Investigator shall either estimate the acreage of the linear corridor and the survey density excavated shall minimally total a density of 17 tests per acre, or excavate additional transects (one for every additional 50 feet or less in width) at offsets from the first;

v. Shovel testing shall be maintained in planned density through offsets rather than leaving grid points or other test locations untested, when planned test locations are not testable (for example, because of a rock or other obstruction) or obviously disturbed. Excavation at minimal offsets when necessary will facilitate identification of archaeological sites with minimal to no impact to the validity of the selected sampling strategy. Large offsets and those within archaeological sites should be illustrated in the project and site mapping;

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

vi. Systematic shovel testing as described in 3iii. above, shall be augmented by judgmentally placed subsurface tests excavated at the discretion of the Principal Investigator. These tests shall be used to investigate locations that are deemed during the field survey component of the Phase I survey to be likely archaeological site areas that were not identified as such during project planning. Judgmentally placed tests may also be excavated to collect information to supplement that obtained from the planned tests. These tests may prove useful to the survey effort by rendering additional phases of survey unnecessary, or allowing refinement of the recommendations through increased information about a discovery. Therefore, limited additional subsurface testing is necessary when it may provide benefit to the survey and survey recommendations;

vii. All shovel tests shall be excavated adequately deep below the ground surface to penetrate the full depth of intact Holocene sediments to culturally sterile sediments, and to the extent possible, shall be excavated according to visible stratigraphy (either cultural or natural strata); and

viii. The archaeological field investigation shall be adequate to identify and investigate deeply buried cultural deposits (such as riverine settings where flooding has resulted in deep deposition of sediment). This shall be ensured through incorporation of an additional complementary testing and sampling strategy. The testing and sampling strategy shall be developed in consultation with the Historic Preservation Office and a geomorphologist, pedologist and/or other soils specialist with expertise in Holocene geomorphology. The individual or individuals shall have sufficient training to adequately evaluate the sedimentology, stratigraphy, and pedology of the deposits in the field and be able to describe and analyze the deposits using standard terminology and methods. The

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

individual or individuals shall possess (a) post-graduate degree(s) in an earth-science field (geology, physical geography, pedology, quaternary studies) or have demonstrated professional expertise in field geomorphology through experience and publications.

Previous field work experience in the northeastern United States is necessary.

ix. Machine or mechanical-assisted excavation of soil shall be treated in the same manner as manually excavated soil matrices. For example, soil cores shall be recorded stratigraphically, to the extent possible, and the soil matrices screened for artifacts.

x. Deviation from the testing density specified in 3. above shall be approved by the Historic Preservation Office in advance of the field survey. Unless necessitated by specific circumstances related to the area to be surveyed, such as fill depths greater than six feet or a test area under a building or highway, deviations will not be approved.

4. In contexts where it can be demonstrated that all Holocene sediments are contained within a plow zone, surface inspection supplemented by broad interval subsurface testing may be substituted for seventeen (17) tests per acre to identify archaeological sites in the area of the undertaking's potential impact, provided that rainfall subsequent to plowing or other cultivation has been sufficient to wash obscuring sediments from exposed artifacts and that the ground surface visibility is at minimum 50%. When surface inspection is employed, the following methods shall be adhered to:

i. Cultivated or formerly cultivated fields shall be plowed or disked in order to eliminate ground cover; however, the cultivation shall not extend deeper than previous disturbance;

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

ii. If surface visibility does not meet or exceed these criteria, the field area should either be shovel tested or surface inspected after sufficient rainfall and/or cultivation to produce a minimum of 50% visibility;

iii. The survey lane spacing shall not exceed 10 feet;

iv. Information on pedestrian survey transects and conditions that may have impacted the recovery of artifacts and/or future survey including lane spacing and orientation, soil type and condition, surface visibility, vegetative cover, lighting conditions, and presence of hazardous material or other impediments to survey shall be recorded;

v. The locations of recoveries shall be recorded, mapped, and the recoveries retained by provenience (either recovery grid or point provenience) for analysis; and

vi. The absence of potentially artifact bearing deposits below the depth of plowing shall be adequately documented by subsurface testing, especially within the limits of identified sites and at the base of knolls and hills.

5. Analysis of data generated from the archaeological testing and field survey components of the Phase I archaeological survey to include, at minimum, the analyses specified at i. through v. below. Additional analyses to clarify the Principal Investigator's recommendations regarding the nature and structuring of additional phases of survey or the Principal Investigator's recommendation of no further consideration of archaeological properties within the area of the undertaking's potential impact shall be conducted, if applicable. Required analyses and treatment of artifacts shall include:

i. Comparison of the types, number, and positioning (vertical and horizontal) of archaeological sites across and within the area investigated that were identified during the

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

Phase I archaeological survey with those archaeological sites anticipated after

background research and development of the archaeological site predictive model;

ii. Analysis of artifacts in accordance with basic classifications for historic period and prehistoric period artifacts including chronology, cultural affiliation, technology; and function;

iii. Recording of artifacts of all categories quantitatively;

iv. Cleaning recovered artifacts (except in cases where this might damage fragile artifacts or impair future analysis such as starch grain analysis of Native American stone tool surfaces), and labeling and packaging the artifacts to clearly indicate the provenience from which they were recovered; and

v. Discard of only limited categories of artifacts and only after they have been identified and recorded as to provenience and classification. This shall be solely limited to modern objects and bulk items such as concrete, asphalt, and coal that have no diagnostic value beyond identification of their presence and depositional context (that is, their vertical and horizontal positioning across the landscape, within site soils, and relative to other identified archaeological artifacts and features). Representative specimens of these latter items shall be retained. No prehistoric artifacts shall be discarded during the Phase I survey.

6. Provisions for the permanent curation of the artifact collection and records at a repository that meets the National Park Service's curation standards, 36 CFR Part 79, incorporated herein by reference, (for example, the New Jersey State Museum) as part of the Phase I survey project design. The receiving institution shall be contacted in advance in order to ascertain its requirements for preparation of the artifacts for curation within

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

that facility. It may be possible to discard artifacts not associated with a potentially National Register or National Register eligible archaeological site at the conclusion of all phases of an archaeological investigation, but this decision shall not be made prior to the conclusion of all phases of archaeological survey and the explicit approval of the Historic Preservation Office and other reviewing agency, including the repository slated for receipt of the artifact collection and associated records; and

7. Reporting of all research, survey, and analysis required above for Phase I survey in accordance with N.J.A.C. 7:4-8.5.

7:4-8.5 Requirements for Archaeological Survey Reports – Standards for Report Sufficiency

(a) All archaeological survey reports submitted to the Department shall be sufficient to enable the identification, evaluation, and treatment of historic properties in the area of the undertaking's potential impact. The standard for report sufficiency will be met when the report addresses all of the items listed below.

1. Archaeological survey reports shall be produced:
 - i. With a hard-covered binder suitable for shelving;
 - ii. As a stand alone document that does not require the reader to obtain any other document or report to interpret and utilize its findings;
 - iii. On bond paper, including all maps, figures, charts, plates, and tables;
 - iv. With all figures, plates, charts, and tables incorporated into the report body following the page(s) on which they are discussed;
 - v. With all photo CD-R's in pockets, envelopes, or sleeves within the report body;

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

vi. With all materials adequately durable to allow frequent use without damage;

vii. With no page that is larger than 11 inches by 17 inches; and

viii. With all pages sequentially paginated.

2. Archaeological survey reports shall include the following elements and sections:

i. Title Page, containing information specified in 3 below;

ii. Management Summary, containing information specified in 4 below;

iii. Table of Contents, identifying all report sections by page number, containing information specified in 5 below;

iv. Lists identifying all Figures, Plates, and Tables, containing information specified in 5 below;

v. Introduction, containing information specified in 9 below;

vi. Background Research, containing information specified in 10 below;

vii. Research Design, containing information specified in 11 below;

viii. Field and Laboratory Methods, containing information specified in 12 below;

ix. Field Results, containing information specified in 14 below;

x. Artifact Analysis, containing information specified in 19 below;

xi. Interpretations, containing information specified in 20 below;

xii. Evaluation of National Register Eligibility, containing information specified in 21 and 22 below;

xiii. Assessment of the Impacts of the Undertaking on Historic Properties, containing information specified in 26 below;

xiv. Recommendations, containing information specified in 27 below;

xv. References Cited, containing information specified in 28 below; and

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

xvi. Appendices, containing information specified in 29 below.

3. All reports shall include a title page clearly depicting:

i. The title which shall include the phase of work as well as the location of the property which is the subject of the report (including municipality and county);

ii. The names of the report author(s), including contributors;

iii. The agency, organization or firm preparing the report;

iv. The agency for whom report has been prepared;

v. The project number(s), if applicable;

vi. The contract number(s), if applicable; and

vii. The date of report submission or completion.

4. All reports shall include a management summary that is comprised of a summary of:

i. A description of the undertaking;

ii. The location and acreage of areas of proposed ground disturbance associated with the undertaking;

iii. The regulatory process or funding triggering the Department review of the document, if applicable;

iv. The field methods used in collecting data;

v. The results of the archaeological survey in terms of whether archaeological sites were identified;

vi. The evaluation of National Register eligibility, assessment of impacts to identified archaeological sites, and recommendations for future treatment relative to identified archaeological sites;

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

vii. Identification of the location(s) where copies of the report are on file;

viii. Identification of the planned repository for artifacts and records from National Register eligible and potentially National Register eligible sites.

5. All reports shall include a table of contents that is comprised of:

i. All report sections identified by page number;

ii. A list of figures identified by number of the figure and page number;

iii. A list of plates identified by number of the plate and page number; and

iv. A list of tables identified by number of the table and page number.

6. All photographs used in the report shall be:

i. Of sufficient visual quality and clarity to accurately convey the subject matter and to provide a comprehensive record of the findings;

ii. Photographic prints generated from 35 millimeter film or digital images meeting the standards specified at N.J.A.C. 7:4-8.9(a)3;

iii. Reproduced at a minimum print size of 3.5 inches by 5 inches or larger, as necessary for clarity;

iv. Labeled with captions that identify the photographer, date of exposure, and direction or orientation;

v. Taken of features, excavation units, and trenches and shall include a scale, the orientation of the photograph, and a sign board noting the provenience and subject of the photograph;

vi. Taken of artifacts and shall include a scale; and

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

vii. Taken of the area of the undertaking's potential impact and archaeological site overview, be labeled with the direction or orientation of the photograph, and keyed to a map.

7. All maps, including reproductions of historic maps, shall include a north arrow, accurate bar scale, delineation of the surveyed area, legend, map title, and the year of publication.

8. Cross section and profile drawings shall include scale, elevation, orientation, soil descriptions, and soil colors classified in accordance with *The Munsell Color Soil Color Charts*, 2000 Edition, incorporated by reference, as amended and supplemented (available from the Munsell Company at www.forestry-suppliers.com, the New Jersey State Library, Rutgers University Library, and Princeton University Library). Detailed plan view drawings shall be keyed to the site map.

9. Archaeological survey reports shall include an introduction that contains the following:

- i. A summary of scope of work, purpose, and goals of the undertaking;
- ii. A description of all applicable regulations and permits that are necessary to conduct the undertaking, as known;
- iii. Identification of the entity responsible for administration of the undertaking and the contracting agency;
- iv. A general description of the survey effort, including location, number of person days spent in the field, survey conditions and/or constraints;
- v. The acreage of the areas of proposed ground disturbance associated with the undertaking and, if different, the acreage of the surveyed area;

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

vi. The surveyed area accurately delineated on a U.S.G.S. 7.5' topographic map;

vii. The appropriate county soil survey map, if one exists for the area, with the surveyed area accurately delineated;

viii. The names and roles of all individuals who participated in the survey, analysis and/or reporting; and

ix. The name and location of the curatorial facility for the artifact collections from potentially National Register eligible archaeological sites.

10. Archaeological survey reports shall include the results of background research conducted for the area of the undertaking's potential impact. This section will vary in length and scope depending on level of investigation, but shall relate directly to the undertaking's locality. Background research shall be sufficient to enable an evaluation of National Register eligibility by providing historic contexts for identified sites. For historic sites, background research shall be sufficient to identify associations with significant people and events.

i. Standard repositories and sources shall be consulted as part of conducting background research, and shall be documented in the archaeological survey report with a record of dates of visits, dates of phone calls, summaries of each phone call, and copies of correspondence (if received or sent). The following organizations shall be considered to be standard repositories and/or sources:

(1) The Historic Preservation Office;

(2) The New Jersey State Museum, Bureau of Archaeology and Ethnology;

(3) Local County Cultural and Heritage Commission(s);

(4) Local Certified Local Governments

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

(5) Local historic societies;

(6) The Archaeological Society of New Jersey;

(7) Other individuals, agencies, and groups possessing knowledge of the history and prehistory of the area under investigation;

(8) Native American informants both within and outside New Jersey, as appropriate (for example, for Native American sites);

(9) The New Jersey Pinelands Commission, if the undertaking is within the boundaries of the Pinelands National Reserve, as defined by the National Parks and Recreation Act of 1978 (Pub. L. 95-625); and

(10) The Canal Society of New Jersey and other canal-related groups, if the undertaking is in the vicinity of the Morris Canal or the Delaware and Raritan Canal.

ii. The discussion of the results of background research shall include:

(1) A description of the environmental setting of the area of proposed ground disturbance associated with the undertaking, including topography, soils, hydrology, geology, present climate, and current vegetation;

(2) A summary of the paleoenvironment of the area of the proposed ground disturbance associated with the undertaking;

(3) A discussion of the land use history of the site of the undertaking including documented ground disturbances and current conditions;

(4) An overview of the prehistoric and historic culture history of the area of the proposed ground disturbance associated with the undertaking, specific to the surveyed area which provides contexts for research questions, survey methods, site evaluations, and recommendations for further work;

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

(5) A discussion of known sites, previous investigations, and previous research conducted in the area of the proposed ground disturbance associated with the undertaking;

(6) A discussion of information provided by artifact collectors and Archaeological Society of New Jersey local chapter members;

(7) A discussion of primary documentary research that references historic maps (including all fire insurance maps, such as those created by the Sanborn Company available, for the area for all survey phases) and all deeds and property title transfers for the subject site for all survey phases; and

(8) A discussion of when during the survey various aspects of background research were conducted, and a rationale for any aspects of the background research that were not conducted prior to initiation of the field survey.

11. Archaeological survey reports shall include a description of the research design that formed the basis of the archaeological survey effort. This section will vary depending on the phase, scale, and scope of the investigation. It shall outline the purpose of the investigation, assumptions about the locations and types of cultural resources within the area of the undertaking's potential impact, and the rationale for the methods employed in the investigation. Discussion of the following shall be included:

i. Research objectives and the theoretical context for the archaeological survey;
ii. Specific research problems, objectives, and hypotheses that are being investigated as part of the current survey effort;

iii. All field and laboratory methods that will be employed to investigate research problems, objectives, and hypotheses;

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

iv. A discussion of the anticipated results of the research; and

v. Anticipated research locations, sources, and materials that will be necessary and useful to facilitate investigation and identify archaeological sites.

12. Archaeological survey reports shall include a description of the field and laboratory methods and procedures employed, including a rationale for using those methods and procedures, a discussion of sources of bias in the methods and procedures employed, and any problems or obstacles encountered during the archaeological survey effort. The discussion shall also include descriptions of:

i. Archaeological materials sorted and discarded both in the field and in the laboratory;

ii. Sampling design employed in the survey and the rationale for using that sampling design, including justification for excluding areas from subsurface testing and, as appropriate, stratification of the survey area into areas of high, medium, low and no potential for the presence of archaeological sites;

iii. The breakdown of the total number and sizes of shovel tests, test excavation units, and trenches excavated during the survey;

iv. Any change(s) that were made during fieldwork from the methods stated in (a)12 above, and the rationale(s) for these change(s); and

v. The definition of “site” used in the survey.

13. Site plans illustrating locations of survey and test excavations shall be included in the discussion of the field and laboratory methods used in the survey. Tests that were planned but excluded from excavation shall not be illustrated on site plans. One site plan/set of site plans shall illustrate both the proposed development and archaeological test locations that fall within archaeological sites or are near existing buildings greater

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

than 50 years in age. Shovel tests, test excavation units, and/or trenches that were planned but excluded from excavation shall not be illustrated on site plans.

14. Archaeological survey reports shall include a description of field results,

including:

i. A complete description of all areas investigated, including those where resources were not identified;

ii. The number of shovel tests per acre excavated, exclusive of areas excluded from testing (for example, because of disturbance) for Phase I testing;

iii. A summary of soils and stratigraphy across the area of proposed ground disturbance associated with the undertaking, by location, including areas and types of disturbance including variations in natural stratigraphy encountered in shovel tests and units;

iv. Descriptions of stratigraphy of representative shovel tests discussed with representative illustrations or listings appended in the rear of the report;

v. A discussion of the depth at which tests were terminated and rationale for the termination depths of shovel tests;

vi. A discussion of artifact proveniencing methods used during surface collection;

vii. A detailed description of features in both site descriptions and site registration forms;

viii. A discussion of feature fill treatments (for example, water screening and flotation);

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

ix. A discussion of any field sorting and disposal of any cultural material recovered during the archaeological survey as well as the rationale for decisions about field sorting and disposal; and

x. A description and illustration, as appropriate, of each identified site including topographic setting, stratigraphy, size, noted structures or features, artifact types, an estimate of artifact density, and disturbances.

15. The locations of all archaeological sites identified during the survey shall be marked on U.S.G.S. 7.5' topographic survey map(s)

16. All references to archaeological sites in the text, figure captions, and table titles in the report shall include Smithsonian (SITS) numbers.

17. New Jersey State Museum site registration forms with SITS numbers shall be appended to the report for all sites, both newly recorded and revisited, investigated in the survey.

18. Archaeological survey reports shall include maps, figures, and photographs of test locations and proveniences, including those for shovel tests, features, soil profiles, and disturbances, as appropriate to illustrate the presentation of results and recommendations.

19. Archaeological survey reports shall include a section on artifact analysis that provides descriptions of artifacts identified during the survey, the results of analysis of those artifacts, and the definitions of artifact classes and attributes referenced in the analysis. The artifact analysis section shall also include:

i. Photographs and/or drawings of diagnostic and representative artifacts meeting the standards specified at N.J.A.C. 7:4-8.9(a)3, including a scale;

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

- ii. A complete inventory of artifacts by provenience and class included as an appendix;
 - iii. Tables and/or other summary presentations of artifact classes and data represented by recovered data;
 - iv. The name and location of the repository for the artifact collection, a draft deed of gift form, if applicable, and copies of all survey records and files;
 - v. The standards used for artifact processing and collection treatment (such as, in accordance with the New Jersey State Museum's standards and guidelines); and
 - vi. A discussion of how the proposed curation facility meets the Secretary of the Interior's Standards for Curation, 36 CFR 79, if the planned curatorial repository is not the New Jersey State Museum, including discussion of the following:
 - (1) Adequate climate control;
 - (2) Security from theft, vandalism, fire, flood and other natural and human threats;
 - (3) Access for research; and
 - (4) A mission compatible with retention, care, and interpretation of collections.
20. Archaeological survey reports shall include section on the interpretation of the results of the survey that includes:
- i. A discussion of the results in terms of the background cultural context, research design, goals, and research problems with reference to the historic contexts;
 - ii. A discussion of the constraints and the reliability and/or appropriateness of the methods used in the survey; and
 - iii. Recommendations for additional research and/or methods of investigation in light of the results of the current work.

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

21. Archaeological survey reports shall include an evaluation of the National Register Eligibility of all sites identified during the survey.

22. Phase I reports shall address potential National Register eligibility

23. Documentation shall be sufficient to allow independent evaluations of New Jersey Register and National Register eligibility of identified properties. This shall include sufficient documentation to evaluate significance using all appropriate National Register Criteria and Criteria Considerations at 36 CFR 60.4, incorporated by reference as amended and supplemented.

24. Reports shall contain complete information and evaluations on both horizontal and vertical extent of evaluated sites, if applicable.

25. Recommendations that a site is not National Register eligible shall be fully documented in accordance with the National Register Bulletin 36, Guidelines for Evaluating and Registering Archeological Properties, incorporated by reference and as amended by the National Park Service, available from the U.S. Department of the Interior, National Park Service at <http://www.nps.gov/nr/publications/bulletins/arch/nrb36.pdf> . The eligibility of each site shall be assessed for listing in the New Jersey and National Registers of Historic Places, using all appropriate National Register Criteria and Criteria Considerations at 36 CFR 60.4. The factors considered in making the assessment shall be fully described in accordance with National Register Bulletin 36, Guidelines for Evaluating and Registering Archeological Properties, incorporated by reference and as amended by the National Park Service, available from the U.S. Department of the Interior, National Park Service at <http://www.nps.gov/nr/publications/bulletins/arch/nrb36.pdf> .

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

26. Archaeological survey reports shall identify and describe both direct and indirect impacts of the undertaking on each site identified, including depictions of identified sites on project maps. The known or estimated site limits shall be described and illustrated in relation to the boundaries of the area of proposed ground disturbance associated with the undertaking, including all potential project related impacts.

27. Archaeological survey reports shall include appropriate recommendations for each site, including, for example, no further work, additional investigations, data recovery, avoidance, and mitigation as well as specific tools, methods, and analyses recommended for achieving these goals. Other specific recommendations may also be appropriate, including, for example, special analysis that should be undertaken if there is additional work at the site.

28. Archaeological survey reports shall contain a sources/references cited section in American Antiquity format, as published in the SAA Journal Style Guide, published by the Society for American Archaeology at 900 Second Street NE #12, Washington, D.C. 20002-3560 or on their website at

<http://www.saa.org/publications/Styleguide/styframe.html> . The sources/references section shall include:

- i. References cited and consulted in the preparation of the report;
- ii. Maps;
- iii. Archival documentation;
- iv. All personal communications and sources of information from State, county, and local organizations and informants, including oral histories; and
- v. All correspondence relating to the proposed undertaking.

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

29. Archaeological survey reports shall contain appendices consisting of:

- i. Qualifications of Principal Investigator, Field Director, and Laboratory Supervisor, if applicable, including vitae of Principal Investigators appended, if not previously submitted to the HPO specifically demonstrating that the Principal Investigator meets the relevant National Park Service Professional Qualifications Standards for archaeology, as published in the Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation, as referenced in N.J.A.C. 7:4-7.4(b)1;
- ii. The scope-of-work and/or technical proposal for the archaeological survey;
- iii. Representative soils logs;
- iv. The artifact inventory, organized by provenience;
- v. Any Specialized artifact analyses and deed research that were conducted as part of the survey and reporting;
- vi. New Jersey State Museum site registration forms for all recorded sites, and site form updates for revisited sites; and
- vii. Supporting documents, including pertinent correspondence about the undertaking.

7:4-8.6 Standards for Architectural Survey Reports

(a) All architectural survey reports submitted to the Department shall be sufficient to enable the identification, evaluation, and treatment of historic properties in the area of a proposed undertaking's potential impacts. The standard for report sufficiency will be met when the report addresses all of the items listed below.

1. Architectural survey reports shall be produced:
 - i. With a hard-covered binder suitable for shelving;

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

- ii. As a stand alone document separate from other documents or reports;
 - iii. On bond paper for all pages;
 - iv. With citations that follow the format established in the *Chicago Manual of Style*, 14th Edition, incorporated by reference, as amended and supplemented, available at most local libraries or online at http://www.chicagomanualofstyle.org/tools_citationguide.html;
 - v. With citations given as footnotes rather than as endnotes or parenthetical references;
 - vi. With all figures, plates, and tables incorporated into the report body on or following the page(s) on which they are discussed;
 - vii. With all photo/text CD-Rs labeled and in pockets, envelopes, or sleeves within the report body;
 - viii. With all materials adequately durable to allow frequent use without damage;
 - ix. With no page that is larger than 11 inches by 17 inches in size; and
 - x. With all pages sequentially paginated.
2. Architectural survey reports shall include the following elements and sections:
- i. Title Page, containing information specified in 3 below;
 - ii. Management Summary, containing information specified in 4 below;
 - iii. Table of Contents identifying all report sections by page number;
 - iv. Lists identifying all Figures, Plates, and Tables by page number;
 - v. Introduction, containing information specified in 5 below;
 - vi. Research Design, containing information specified in 6 below;
 - vii. Setting, containing information specified in 7 below;
 - viii. Historical Overview, containing information specified in 8 below;
 - ix. Field Results, containing information specified in 9 below;

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

x. Assessment of the impacts of the undertaking on historic properties, containing information specified in 10 below;

xi. Data Summary, containing information specified in 11 below;

xii. Bibliography, containing information specified in 12 below; and

xiii. Appendices, containing information specified in 13 below.

3. Architectural survey reports shall include a title page clearly depicting:

i. The report title, including municipality(s) and county(s);

ii. The author(s), including contributors;

iii. The agency, organization or firm preparing the report;

iv. The agency and/or client for whom the report has been prepared;

v. The contract number(s), if applicable;

vi. The project number(s), if applicable; and

vii. The date of report submission or completion.

4. Architectural survey reports shall include a Management Summary of not more than two pages in length that includes:

i. The report title;

ii. A description of the undertaking;

iii. A description of the area of the undertaking's potential impacts;

iv. The location of the area of the undertaking's potential impacts including county(s) and municipality(s);

v. The approximate size of the area of the undertakings potential impacts in square miles or acreage;

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

- vi. A description of the similarities or differences between the area of the undertaking's potential impact and the area surveyed in the report;
 - vii. The title(s) of the 7.5' USGS Topographic Quadrangles(s) that corresponds to the location of the area of the undertakings potential impacts;
 - viii. The regulatory process or funding triggering the Department review of the document, if applicable;
 - ix. A description of all planned work activities associated with the undertaking;
 - x. The number of historic properties identified by the current survey effort;
 - xi. The number of properties previously identified as meeting the National Register Criteria for Evaluation (36 CFR 60.4);
 - xii. The number of properties recommended as meeting the National Register Criteria for Evaluation (36 CFR 60.4);
 - xiii. An identification and description of both the direct and indirect impact of the undertaking on historic properties; and
 - xiv. The location(s) where copies of the report are on file.
5. Architectural survey reports shall include an Introduction that contains the following:
- i. A statement of the purpose and goals of the undertaking;
 - ii. A list of all applicable regulations and permit requirements, as known;
 - iii. A description of the administration of the undertaking and responsible contracting agency including identification of specific representatives;

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

iv. A general description of the survey effort, including the undertaking location, approximate number of person days spent in the field, environmental conditions and constraints; and

v. An undertaking base map depicting the boundaries of the survey area, the location and boundaries of all surveyed properties, and the precise limits of proposed construction.

6. Architectural survey reports shall include a summary of the Research Design that contains the following:

i. A statement of objectives;

ii. A list of research materials that are expected to be used in background and/or property specific research, including:

(1) Historic Maps;

(2) Historic plates;

(3) Census returns (population, agricultural, and /or industrial);

(4) Oral histories;

(5) Building permits;

(6) Blueprints;

(7) Title abstracts;

(8) Local directories/gazetteers;

(9) Insurance records;

(10) Newspapers;

(11) Deeds and wills;

(12) Property tax records;

(13) Road survey data;

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

(14) Building contracts;

(15) Documentation generated as part of the National Park Service's Heritage Documentation Programs (Historic American Building Survey, Historic American Engineering Record, or Historic American Landscape Survey) a substantial portion of which is available through the Library of Congress online at http://lcweb2.loc.gov/ammem/collections/habs_haer/;

(16) Ethnographies;

(17) Cemetery records;

(18) Commercial histories;

(19) Court documents;

(20) Estate records;

(21) Military records;

(22) Photographs and postcards;

(23) Incorporation records; and

(24) Published histories.

iii. A description of the field research and evaluation methods including:

(1) A description of the methods used to determine the area of the proposed undertaking's potential impacts, including consideration of indirect impacts such as vibration or a change in setting, and including references to consultation between a Federal agency and the Historic Preservation Office in determining the area of the proposed undertaking's potential impacts when such consultation has occurred;

(2) The criteria used to determine significance;

(3) The criteria used to determine effect;

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

(4) The estimated percentage of total undertaking area investigated; and

(5) A discussion of any specific problems or biases encountered during research; and

iv. A discussion of expected results, including the kind, number, character, and condition of property types that may exist in the area of the undertaking's potential impacts based on background research.

7. Architectural survey reports shall include a description of the Setting of the area of the undertaking's potential impacts including:

i. A description of the urban, rural, or suburban character of the area of the undertaking's potential impacts;

ii. A description of the surrounding natural environment;

iii. A description of the surrounding built environment including properties designated as National Historic Landmarks, properties listed in the New Jersey and/or National Registers of Historic Places, properties previously recommended as eligible for listing in the New Jersey and/or National Registers of Historic Places, and locally designated historic properties; and

iv. A brief architectural analysis of the area including a discussion of integrity, physical condition, and layout.

8. Architectural survey reports shall include a Historical Overview of the area of the undertaking's potential impacts, including:

i. A background history of the area of the undertaking's potential impacts and its surroundings that incorporates the established New Jersey historic contexts on file at the Historic Preservation Office and addresses the development of modes of transportation

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

and their systems, the development and roles of community and economic institutions,

any ethnic customs and neighborhoods, and prominent local personalities; and

ii. A narrative history specific to the area of the undertaking's potential impact and the historic properties it contains.

9. Architectural survey reports shall include a discussion of Field Results and a completed set of Architectural Survey Forms, provided as Appendix 2, with all applicable fields completed.

10. Architectural survey reports shall include a discussion of the undertaking's potential impacts on historic properties, including:

i. A discussion of evaluated alternatives to the proposed undertaking;

ii. An Effect Assessment for the preferred alternative; and

iii. A discussion of Mitigation Options, as applicable.

11. Architectural survey reports shall include a Data Summary listing all surveyed properties including:

i. Property name;

ii. Property address;

iii. Eligibility recommendation, and

iv. Effect Recommendation.

12. Architectural survey reports shall include a Bibliography for all research materials consulted and references cited, including all maps, archival documentation, interviews, and pertinent correspondence and all personal communications and sources of information from State, county, and local organizations and informants. Bibliographic entries shall reference repositories or source locations.

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

13. Architectural survey reports shall include as Appendices:

- i. The Request for Proposal (RFP) or scope of work statement for the undertaking;
- ii. Supporting documents including pertinent correspondence;
- iii. The Author(s) vitae/resume; and
- iv. Information on local designation ordinances and authority.

14. All Plates included in the architectural survey report shall be:

- i. Reproduced with sufficient visual quality and clarity to accurately convey the subject and convey a comprehensive record of the findings;
- ii. Photographic prints generated from 35 mm black and white or color film, or if submitted in digital form, shall meet the digital image standards specified at N.J.A.C.7:4-8.9(a)3;
- iii. Reproduced at a minimum print size of 3.5 inches by 5 inches; and
- iv. Labeled with captions that identify the name of the subject, location, photographer, date of exposure, and camera orientation.

15. All Maps included in the architectural survey report shall include:

- i. A bar scale;
- ii. A north arrow;
- iii. A legend;
- iv. A title;
- v. The year of publication; and
- vi. A delineation of the area of the undertaking's potential impacts.

7:4-8.7 Standards for Combined Archaeological and Architectural Survey Reports

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

(a) Where a proposed undertaking potentially impacts archaeological and architectural resources, a combined archaeological and architectural survey may be prepared. All combined archaeological and architectural survey reports submitted to the Department shall be sufficient to enable the identification, evaluation, and appropriate treatment of historic properties in the area of the potential impacts of a proposed undertaking. The standard for report sufficiency shall be met when the report addresses all of the items listed below.

1. Combined Archaeological and Architectural survey reports shall be produced:

i. With a hard-covered binder suitable for shelving;

ii. As a stand alone document separate from other documents or reports;

iii. On bond paper for all pages;

iv. With all citations following the format established in the *Chicago Manual of Style*, 14th Edition, incorporated by reference, as amended and supplemented, as referenced in N.J.A.C. 7:4-8.6(a)iv. above;

v. With citations given as footnotes rather than as endnotes or parenthetical references;

vi. With all references to archaeological sites annotated with the Smithsonian number

vii. With all graphics bound (and/or in pockets, envelopes, or sleeves) within the report body;

viii. With all photo/text CD-Rs labeled and in pockets, envelopes, or sleeves within the report body;

ix. With all materials adequately durable to allow frequent use without damage;

x. With no page that is larger than 11 inches by 17 inches in size; and

xi. With all pages sequentially paginated.

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

2. Combined archaeological and architectural survey reports shall include the following elements and sections:
- i. Title Page, containing information specified in 3 below;
 - ii. Management Summary, containing information specified in 4 below;
 - iii. Table of Contents identifying all report sections by page number;
 - iv. Lists identifying all Figures, Plates, and Tables by page number, containing information specified in 5 below;
 - v. Introduction, containing information specified in 6 below;
 - vi. Research Design, containing information specified in 7 below;
 - vii. Setting, containing information specified in 8 below;
 - viii. Historical Overview, containing information specified in 9 below;
 - ix. Field Results, containing information specified in 10 below;
 - x. Artifact Analysis, containing information specified in 11 below;
 - xi. Evaluation of the National Register eligibility of historic properties, containing information specified in 12 below;
 - xii. Assessment of the impacts of the undertaking on historic properties, containing information specified in 13 below;
 - xiii. Data Summary, containing information specified in 14 below;
 - xiv. Bibliography, containing information specified in 15 below; and
 - xiii. Appendices, containing information specified in 16 below.
3. Combined archaeological and architectural survey reports shall include a title page clearly depicting:

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

i. The report title, including the archaeological phase of work, architectural survey level, county(s) and municipality(s);

ii. The author(s), including contributors;

iii. The agency, organization or firm preparing the report;

iv. The agency and/or client for whom the report has been prepared;

v. The contract number(s), if applicable;

vi. The project number(s), if applicable; and

vii. The date of report submission or completion.

4. Combined archaeological and architectural survey reports shall include a management summary of not more than two pages in length that includes:

i. The report title;

ii. A description of the undertaking;

iii. A description of the area of the undertaking's potential impacts;

iv. The location of the area of the undertaking's potential impacts including county(s) and municipality(s);

v. The approximate size of the area of the undertaking's potential impacts in square miles or acreage;

vi. A description of the boundaries of the subject study area;

vii. The title(s) of the 7.5' USGS Topographic Quadrangle(s) that corresponds to the location of the area of the undertaking's potential impacts;

viii. The name of the review authority(s), if applicable;

ix. A summary of the survey effort that includes a description of field methods used, the number of properties surveyed, the number of properties previously identified as

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

eligible, the number of properties recommended as eligible, an assessment of effect of the project on properties identified by the survey, and recommendations for the treatment of historic properties, if applicable;

x. The location(s) where copies of the report are on file; and

xi. The planned repository(s) for artifacts and records from National Register eligible and potentially National Register eligible archaeological sites.

5. Combined archaeological and architectural survey reports shall include Lists identifying all Figures, Plates, and Tables by page number and formatted as follows:

i. All graphic titles include the graphic type (figure, plate, or table) and a sequential number within that type in accordance with *The Chicago Manual of Style*, 14th Edition, incorporated by reference, as amended and supplemented, as referenced in N.J.A.C. 7:4-8.6(a)1iv. above; and

ii. All graphic titles related to archaeological sites shall include the corresponding Smithsonian number.

6. Combined archaeological and architectural survey reports shall include an Introduction that contains the following:

i. A statement of the purpose and goals of the undertaking;

ii. A list of all applicable regulations and permit requirements, as known;

iii. A description of the administration of the undertaking and contracting agency including specific representatives;

iv. A general description of the survey effort, including the undertaking location, approximate number of person days spent in the field, environmental conditions and

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

constraints, acreage of the area of ground disturbance and, if different, the acreage of the archaeological survey area;

v. A project base map depicting the boundaries of the survey area, the location and boundaries of all surveyed properties, and the limits of constructive activity, including access routes, staging areas, and delineated lay down areas;

vi. A county soil survey map with the archaeological survey area delineated; and

vii. A section of the 7.5' USGS Topographic Quadrangle(s) reproduced to scale on which the project is located with archaeological survey area delineated identifying the titles of the quadrangles on which the project site is located.

7. Combined archaeological and architectural survey reports shall include a summary of the Research Design that contains the following:

i. A statement of objectives;

ii. A list of research locations where information relevant to the project is expected to exist, which may include:

(1) The Historic Preservation Office;

(2) The New Jersey State Museum, Bureau of Archaeology and Ethnology;

(3) County Cultural and Heritage Commissions;

(4) Certified Local Governments;

(5) Local historic preservation commissions;

(6) Local historical societies;

(7) Members of the Archaeological Society of New Jersey;

(8) Native American informants both within and outside of New Jersey, if applicable;

(9) The New Jersey Pinelands Commission, if applicable;

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

(10) The New Jersey Highlands Council, if applicable;

(11) The Canal Society of New Jersey and other related canal groups, if applicable;

and

(12) Other individuals, agencies, and groups possessing knowledge of the history and prehistory of the study area.

iii. A list of research materials that are expected to be used in background research including:

(1) Historic Maps;

(2) Historic plates;

(3) Census returns (population, agricultural, and/or industrial);

(4) Oral histories;

(5) Building permits;

(6) Blueprints;

(7) Title abstracts;

(8) Local directories/gazetteers;

(9) Insurance records;

(10) Newspapers;

(11) Deeds and wills;

(12) Property tax records;

(13) Road survey data;

(14) Building contracts;

(15) Documentation generated as part of the National Park Service's Heritage Documentation Programs (Historic American Building Survey, Historic American

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

Engineering Record, or Historic American Landscape Survey) a substantial portion of

which is available through the Library of Congress online at

[http://lcweb2.loc.gov/ammem/collections/habs_haer/;](http://lcweb2.loc.gov/ammem/collections/habs_haer/)

(16) Ethnographies;

(17) Cemetery records;

(18) Commercial histories;

(19) Court documents;

(20) Estate records;

(21) Military records;

(22) Photographs and postcards;

(23) Incorporation records; and

(24) Published histories;

iv. A description of the field research and evaluation methods including:

(1) A definition of the term 'site' as used in an archaeological context in the report;

(2) A description of the methods used to determine the area of potential effects (APE), including consideration of indirect impacts such as vibration or a change in setting, and including references to consultation between a Federal agency and the Historic Preservation Office in determining the APE when such consultation has occurred;

(3) A summary of when various aspects of background research were conducted during the overall survey, including references to the repositories listed at (g)2 above and to the sources listed at (g)3 above, and a rationale for any aspects of the background research that were not conducted prior to initiation of field survey;

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

(4) A detailed description of field methods including changes made over the project duration and the rationale for any changes made;

(5) A description of evaluation methods;

(6) A description of laboratory methods; and

(7) A discussion of sampling design employed in the survey and the rationale for using that sampling design, including justification for excluding areas from subsurface testing, and, as appropriate, stratification of the survey area into areas of high, medium, low and no potential for the presence of archaeological sites, and including: the number, excluding unexcavated tests, and dimension of all shovel tests, test excavation units, and trenches; site plans illustrating locations of all excavated subsurface tests; and illustration(s) of excavated subsurface test locations in relationship to proposed constructive activity.

(8) The criteria used to determine significance;

(9) The criteria used to determine effect;

(10) The estimated percentage of total project area investigated; and

(11) A discussion of any specific problems or biases encountered during research; and

v. A discussion of expected results, including the kind, number, character, and condition of property types that may exist in the project area based on background research.

8. Combined archaeological and architectural survey reports shall include a description of the Setting of the area of the undertaking's potential impacts including:

i. A description of urban, rural, or suburban character of the area of the undertaking's potential impacts;

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

ii. A description of the surrounding natural environment including:

(1) Topography;

(2) Soils;

(3) Hydrology;

(4) Geology;

(5) Present climate;

(6) Current vegetation; and

(7) Paleoenvironment;

iii. A description of the surrounding built environment including: properties designated as National Historic Landmarks; properties listed in the New Jersey and/or National Registers of Historic Places; properties previously recommended as eligible for listing in the New Jersey and/or National Registers of Historic Places; Archaeological sites registered with the New Jersey State Museum; Locally designated historic properties; and the presence or absence of surveyed properties in prior survey efforts including prior recommendations regarding significance and potential eligibility, as applicable; and

iv. A brief architectural analysis of the area including a discussion of integrity, physical condition, and layout.

9. Combined archaeological and architectural survey reports shall include a Historical Overview of the area of the undertaking's potential impacts including:

i. A background history of the area of the undertaking's potential impacts and its surroundings that incorporates the New Jersey historic contexts on file at the Historic Preservation Office and addresses the development of modes of transportation and their

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

systems, the development and roles of community and economic institutions, any ethnic

customs and neighborhoods, and prominent local personalities, and which:

(1) Supplements existing New Jersey historic contexts with subsequent scholarly references in order to adequately and completely frame research design, methodology, and site evaluation in accordance with National Register Criterion D, 36 CFR 60.4(d), incorporated by reference, as amended and supplemented; and

(2) Supplements existing New Jersey historic contexts with standard professional and other references; and

ii. A narrative history specific to the area of the undertaking's potential impacts and the historic properties it contains.

10. Combined archaeological and architectural survey reports shall include a discussion of Field Results including

i. A completed set of Architectural Survey Forms, provided as Appendix 2, with all applicable fields completed;

ii. A complete description of all areas investigated archaeologically, including those where resources were not identified;

iii. A calculation to indicate the number of shovel tests per acre excavated, excluding areas excluded from testing (e.g. because of disturbance) for Phase I testing;

iv. A summary of soils and stratigraphy, across the project site, by location, including areas and types of disturbance including variations in natural stratigraphy encountered in shovel tests and units;

v. Descriptions of the stratigraphy of representative shovel tests discussed with representative illustrations or listings appended to the report;

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

vi. A discussion of the depth at which tests were terminated and rationale for termination depths of shovel tests;

vii. A discussion of artifact proveniencing methods employed during surface collection;

viii. A detailed description of features in both site descriptions and site registration forms;

ix. A discussion of feature fill treatments (for example, water screening and flotation);

x. A discussion of any field sorting and disposal of cultural material recovered during the archaeological survey and rationale for these decisions;

xi. A description and illustration, as applicable, of each identified site including topographic setting, stratigraphy, size, noted structures or features, artifact types, an estimate of artifact density, and disturbances;

xii. Locations of all archaeological sites delineated on a section of the U.S.G.S. 7.5' Topographic Quadrangle(s) reproduced to scale;

xiii. Maps, figures, and plates of test locations and proveniences (including those for all shovel tests, features, soil profiles, and disturbances, as appropriate), to illustrate the presentation of results and recommendations;

xiv. Survey reports must contain a detailed site map clearly annotating the location of potential or identified resources, test locations and locator information (for example, roads, streams, structures).

11. Combined archaeological and architectural survey reports shall include an Archaeological Artifact Analysis that provides descriptions of artifacts identified during

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

the survey, the results of analysis of those artifacts, and the definitions of artifact classes

and attributes referenced in the analysis, and shall also include:

i. Photographs and/or drawings of diagnostic and representative artifacts meeting the standards specified at N.J.A.C. 7:4-8.3(d)5, and including a scale;

ii. A complete inventory of artifacts by provenience and class included as an appendix to the report;

iii. Tables and/or other summary presentations of artifact classes and data represented by recovered data;

iv. The name and location of the repository for artifact collection, along with a draft deed of gift form, if applicable, and copies of all project records and files;

v. A discussion of how the proposed curation facility meets the Secretary of the Interior's Standards for Curation, 36 CFR 79, if the planned curatorial repository is not the New Jersey State Museum, including discussion of the following:

(1) Adequate climate control;

(2) Security from theft, vandalism, fire, flood, and other natural and human threats;

(3) Access for research; and

(4) A mission compatible with retention, care, and interpretation of collections;

12. Combined archaeological and architectural survey reports shall include an evaluation of the New Jersey and National Register Eligibility of all archaeological sites identified during the survey. This section will vary in length depending on the phase of survey and results of investigation and shall include:

i. For Phase I reports, a discussion of the potential New Jersey and National Register eligibility of all archaeological sites identified during the survey;

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

ii. Documentation sufficient to allow for independent evaluations of New Jersey and National Register eligibility, including sufficient documentation to evaluate significance using all appropriate National Register Criteria and Criteria Considerations, 36 CFR 60.4, incorporated by reference, as amended and supplemented, if applicable;

iii. Information and evaluations on both horizontal and vertical extents of evaluated sites, if applicable; and

iv. For all phase reports, documentation of a recommendation that a site is not eligible for the New Jersey and National Register eligible including:

(1) An evaluation of the site in terms of known information and research potential, within the context of current broad questions in anthropological and historical theory;

(2) An assessment of eligibility using the National Register Criteria and Criteria Considerations for Evaluation at 36 CFR 60.4, incorporated by reference, as amended and supplemented. The factors considered in making the assessment shall be fully described. The eligibility of each property shall be evaluated within an historic context framework. Specific information potential shall be identified.

13. Combined archaeological and architectural survey reports shall include a discussion of the undertaking's potential impacts on historic properties, including:

i. A discussion of evaluated alternatives to the proposed undertaking;

ii. A description of both direct and indirect impacts of the undertaking on each historic property identified, including:

(1) Depictions of identified properties on project maps/plans (if available);

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

(2) Known or estimated historic property boundaries shall be described and illustrated in relation to the boundaries of ground disturbance and other potential project-related impacts;

iii. An impact assessment for preferred alternative;

iv. Appropriate recommendations for each archaeological site, including no further work, additional investigations, data recovery, and/or avoidance, and, specific tools, methods, and analyses recommended to achieve these goals; and

v. A discussion of mitigation options, as applicable.

14. Combined archaeological and architectural reports shall include a summary of data recovered from the survey effort that includes:

i. A list of all surveyed properties including: property name, property address, eligibility recommendation, and effect recommendation;

ii. An interpretation of archaeological survey results that addresses:

(1) A discussion of results in terms of background cultural context, research design, goals, and research problems;

(2) A discussion of constraints and reliability/appropriateness of methods; and

(3) Recommendations for additional research and/or methods of investigation in light of the results of the reported work.

15. Combined archaeological and architectural reports shall include a bibliography for all research materials consulted and references cited, including all maps, archival documentation, interviews, pertinent correspondence and all personal communications and sources of information from State, county and local organizations and informants

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

including oral histories. Bibliographic entries shall reference repositories or source locations.

16. Combined archaeological and architectural reports shall include the following as appendices, as applicable:

i. The Request for Proposal (RFP) or scope of work statement for the survey effort;

ii. Supporting documents including pertinent project correspondence;

iii. The author(s) and contributors vitae/resume;

iv. Information on local designation ordinances and authority;

v. Representative soil logs;

vi. The archaeological artifact inventory, organized by provenience;

vii. Specialized analyses and deed research that were conducted as part of the survey and reporting, if applicable; and

viii. New Jersey State Museum archaeological site registration forms for all recorded archaeological sites, and New Jersey State Museum archaeological site registration form updates for all revisited archaeological sites. The New Jersey State Museum registration forms are available from the New Jersey State Museum at 205 West State Street, Trenton,

NJ 08625-0530 or on the Historic Preservation Office's website at

http://www.state.nj.us/dep/hpo/1identify/njasm_siteform.pdf or at

http://www.state.nj.us/dep/hpo/1identify/njasm_siteform.doc .

17. All figures, plates, and tables included in the combined archaeological and architectural survey report shall be incorporated into the body of the report on or immediately following the page(s) on which they are discussed.

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

18. All plates included in the combined archaeological and architectural survey report shall be:

- i. Reproduced with sufficient visual quality and clarity to accurately convey the subject and to convey a comprehensive record of the findings;
- ii. Photographic prints generated from 35 mm film, or, if submitted in digital form, shall conform to the standards for digital images specified at N.J.A.C. 7:4-8.3(a)3;
- iii. Reproduced with a minimum print size of 3.5 inches by 5 inches; and
- iv. Labeled with captions that identify the name of the subject, location, name of photographer, date of exposure, and camera orientation.

19. All maps included in a combined archaeological and architectural survey report shall include:

- i. A bar scale;
- ii. A north arrow;
- iii. A legend;
- iv. A title;
- v. The year of publication; and
- vi. A delineation of the area of the undertaking's potential impacts as applicable and possible.

7:4-8.8. Standards for an Alternatives Analyses for Buildings Meeting National Register of Historic Places Criteria

(a) Where a proposed undertaking will have an adverse impact to an architectural resource(s), an alternatives analysis will be requested by the Department pursuant to the

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

Coastal Zone Management Rules, N.J.A.C. 7:7A, Freshwater Wetlands Protection Rules, N.J.A.C. 7:7E, The New Jersey Register of Historic Places Rules, N.J.A.C. 7:4-7.2, or the Highlands Water Protection and Planning Act Rules, N.J.A.C. 7.38 to analyze whether an alternative to the proposed undertaking is available which would result in lesser impacts to architectural resources. Alternatives analyses submitted to the Department shall be sufficient to enable the identification and evaluation of all alternatives to a proposed project that will avoid or minimize the encroachment to the subject building(s) in the area of undertaking's potential impact. The standard for analyses sufficiency will be met when the analysis addresses the items listed below.

1. All alternatives analyses shall include an introduction to the project that provides:
 - i. Identification of the regulatory action triggering the need for an alternatives analysis;
 - ii. A project location map including the subject building(s), as well as any other known historic properties;
 - iii. Information about the subject building(s) that includes:
 - (1). A statement of the historical significance of the subject building(s);
 - (2). A physical description of the subject building(s) including character-defining features; and
 - (3). A depiction of the boundary of the historic property on which the subject building(s) is located;
 - iv. A description of the proposed project and potential impacts on the subject building(s); and
 - v. A statement of project need and/or objectives as follows:

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

(1) For private projects (privately owned projects with no public funding), when the use does not accommodate the resource type, explain why the building(s) could not be integrated into or within the plan; and

(2) For public project (public ownership or use, and/ or public funding on either public or private property), list other locations or buildings that have been investigated to determine if they could accommodate the project need/objectives, and any other uses that have been investigated that can be accommodated by the subject building(s).

vi. A summary of redevelopment scenarios for the subject building(s), with notation of the preferred alternative; and

vii. A description of how the proposed undertaking meets the local master plan and zoning requirements and local development trends.

2.The alternatives analysis shall include the following photographic documentation:

i.Contextual photographs illustrating the relationship of the subject building to the character of its surrounding area, keyed to a project site plan that indicates the location and direction from which each photograph was taken; and

ii. Sharp, clear images which convey the character and significance of the subject building, as well as details, such as materials and craftsmanship.

3. The alternatives analysis shall address the following issues regarding design and condition of the subject building:

i. A narrative summary of adaptive reuse of the subject building(s) as an alternative in accordance with the *Secretary of Interior's Standards for Rehabilitation*, 36 CFR 68.3(b), incorporated by reference, as amended and supplemented, available at

<http://www.cr.nps.gov/hps/tps/secstan1.htm>. Design alternatives must explore the

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

potential for adding floors, additions or interior alterations that might be viable while

retaining the character defining features of the subject building(s);

ii. A description of the conditions that may impact the project, such as the presence of wetlands or open water, archeological resources, access/egress issues, soil conditions;

and

iii. Where complete demolition is proposed for any reason, an existing conditions assessment prepared by an architect who meets the Secretary of the Interior's Professional Qualification Standards in Historic Architecture, as published in the Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation (Federal Register, Volume 48, No. 190), effective Thursday, September 29, 1983, as updated and revised by the National Park Service (see http://www.nps.gov/history/local-law/arch_stnds_0.htm) or an engineer who meets the Secretary of the Interior's Proposed Historic Preservation Professional Qualification Standards in Engineering (Federal Register, Volume 62, No. 119), Friday, June 20, 1997, see (<http://www.nps.gov/history/local-law/gis/html/quals.html>). The assessment shall include:

(1). A narrative summary of recommendations in order of feasibility;

(2) An evaluation of the architectural and structural features of the exterior and interior of the subject building(s);

(3). An evaluation of the environmental systems of the subject building(s); and

(4). Annotated architectural drawings and existing condition photographs of the subject building(s).

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

4. The alternatives analysis shall address the following issues regarding zoning and/or building code constraints:

i. Code constraints limiting adaptive reuse shall be documented, using the specific code citation and description from the Rehabilitation Subcode, N.J.A.C. 5:23-6, for existing buildings;

ii. An analysis of required work to comply with the code and a cost estimate for this work; and

iii. Local zoning variances needed to facilitate adaptive reuse.

5. The development of alternatives and their analysis shall include:

i. A reasonable number of prudent and feasible alternatives, commensurate with the effect of the foreseeable impacts of the proposed project on the subject property(s), including any which may compromise project objectives, fully described and evaluated with regard to their impact upon the subject building(s); and

ii. An analysis of evaluating factors including:

(1) Local jobs generated;

(2) Business creation;

(3) Property tax stabilization or enhancement;

(4) Other economic activity that may or may not result in a rehabilitation project versus a new construction project; and

(5) The benefits of cultural and heritage tourism and how the subject building(s) can enhance profitability of the subject property.

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

6. The analysis of alternatives shall be sufficiently detailed and rigorous to permit independent comparative evaluation of the benefits, costs, and environmental risks of the proposed project and each reasonable alternative, and shall include the following:

i. For private projects, the alternatives shall provide a full understanding of the economic parameters that would prohibit the owner from realizing a return on investment in the subject building(s) while keeping it in its historic use, versus its proposed use, versus rehabilitating the subject building(s) for a new use. The return does not necessarily have to be calculated based on the highest economic return. The new use may or may not be the same as the goals and objectives of the project;

ii. Consideration of financial benefits such as easements, investment tax credits and transfer of development rights; and

iii. A narrative summary of the preferred alternative and full justification for its selection.

8. Alternatives analyses shall include the following appendices:

i. Vitae of persons involved in preparing the report;

ii. All letters from code officials or others with jurisdiction in which the applicant has presented a position or recommendation on the project; and

iii. All comments received from interested parties including municipal historic preservation commissions, historical societies, and/or organizations that have a statewide interest in the protection and preservation of cultural resources.

7:4-8.9 Standards for Electronic Submissions

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

(a) The HPO will accept information submitted electronically provided such digital information conforms to standards for electronic submissions set forth below and categorized as follows:

1. Maps and geographic data: All submissions shall include digital map data as follows:

i. For individual properties, polygon boundary in ArcView Shapefile format delineated and documented in conformance with N.J.A.C. 7:1D, Appendix A, coded with the following attributes: Property Name, County, Municipality, and Delineation Date, and delivered on CD-R.

ii. For historic districts, delineation shall include the Historic District boundary and individual property boundaries for all properties within the historic district delivered as:

(1) Two separate datasets submitted in ArcView Shapefile format delineated and documented in conformance with N.J.A.C. 7:1D, Appendix A delivered on CD-R. The historic district shapefile shall be coded with the following attributes: District Name, County, Municipality, and Delineation Date; and

(2) The property shapefile shall be coded with the following attributes for each feature in the dataset: Property Name, District Name, District Status (Key-Contributing, Contributing, Non-Contributing, or Not Assessed/Unknown), and Delineation date.

iii. For report study areas, polygon boundary in ArcView Shapefile format delineated and documented in conformance with NJAC 7:1D, Appendix A, coded with the following attributes: Project Name, Agency, County, Municipality, and Delineation Date, and delivered on CD-R.

2. Submission of hard-copy cultural resource studies pursuant to N.J.A.C. 7:4-

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

8.4 through 8.7 shall be accompanied by a digital version saved as one or more PDF documents delivered on CD-R. Such PDF document(s) shall be an exact replica of the hard copy report(s), and shall accompany the original document and any subsequently revised versions.

3. Digital images submitted pursuant to N.J.A.C. 7:4-8.4 through 8.7 shall be formatted as follows:

i. Original digital photography shall be captured such that the pixel dimensions of the resulting image file exceed 2 megapixels (approximately 1600 x 1300 pixels), saved in JPEG or TIFF image format and be delivered on CD-R.

ii. Scanned photographic images shall be scanned in RGB color format, 100% size at 300ppi or greater, saved as JPEG or TIFF image format, and delivered on CD-R.

iii. A CD-R containing the digital images shall be provided with the draft report. Both the CD-R and CD-R cover shall be labeled with project/site name and other appropriate identifiers, county, municipality, and names of the firm and/or individuals who created the images.

iv. Scanned maps and documents shall be scanned in RGB color format, 100% size at 300ppi or greater, saved as PNG image format, and delivered on CD-R.

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

APPENDIX 1

DOCUMENTARY AND INFORMANT SOURCES

For purposes of N.J.A.C. 7:4-8.4(c)1i., this appendix sets forth documentary and informant sources to be consulted in the background research component of Phase I archaeological survey.

Informants include individuals with knowledge and/or information regarding the history and/or the prehistory of the area of the undertaking's potential impact, the types of archaeological resources previously identified or anticipated to exist, and the methods and tools appropriate to conduct all aspects of the investigation.

For most locations, a great deal of documentary information is accessible either without cost or for a nominal cost, including, for example, library collections of maps and other documents. Libraries and other repositories such as the New Jersey State Library and the Rutgers Library system possess vast amounts of information regarding New Jersey history.

All sources listed below will not be equally relevant to every archaeological survey. However, basic sources of information are critical to scoping and implementing a valid field testing program, and background research to focus survey efforts is frequently a cost saving measure. Therefore, sources which provide specific information about locations under investigation should be consulted in the background research phase

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

of the investigation, and the information that they provide should be reflected in the field

testing strategy and incorporated into the archaeological survey report. Sources include:

I. General sources available for research within the area of the undertaking's potential impact including:

(A) Files and maps at the Historic Preservation Office (HPO) including prior cultural resource and archaeological survey reports, architectural survey reports, and New Jersey and National Register-listed property files;

(B) New Jersey State Museum archaeological site records;

(C) New Jersey Pinelands Commission historic and archaeological site records;

(D) The holdings of the New Jersey State Library including early 20th century State-wide historic and archaeological surveys, detailed historic period maps, and state and county histories;

(E) Individuals knowledgeable about local history and/or prehistory;

(F) Researchers in other relevant fields who have worked in the project locality (including geologists, geographers, folklorists);

(G) University, regional, and local libraries;

(H) County and local historical societies, County Cultural and Heritage Commissions, Certified Local Governments, and municipal Historic Preservation Commissions;

II. Specific source information focusing on prehistory and prehistoric period sites including:

(A) Bulletin of the Archaeological Society of New Jersey;

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

(B) Regional archaeological surveys;

(C) HPO historic context files for prehistoric periods;

(D) Individuals knowledgeable about local history and/or prehistory, including professional archaeologists with an interest in the region, avocational archaeologists, artifact collectors, inspection of museum and/or privately held artifact collections, and members of the Archaeological Society of New Jersey (ASNJ);

(E) Overviews of the region's natural environment and ecological evolution reconstructed through soil boring data, topographic, geologic, pedologic, hydrologic, environmental and climatic regional surveys;

III. Sources specifically focusing on the historic period and historic period sites

including:

(A) Site specific studies and surveys for the area of the undertaking's potential impact and nearby locations;

(B) Regional and local histories and surveys and syntheses of the surveys and histories;

(C) Detailed historic period maps available at the New Jersey State Library, the New Jersey State Archives, and at local and university libraries (including Sanborn and other insurance maps; older USGS and other government maps; land survey maps; county atlases; and New Jersey Department of Transportation (NJDOT) As-Built plans (available at NJDOT Headquarters), aerial photographs on file with the USDA, Natural Resources Conservation Service (formerly the Soil Conservation Service), and the Department's Division of Science and Research;

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

(D) Members of the Society for Industrial Archaeology-Roebling Chapter, Canal Society

of New Jersey, and other associations with an interest in New Jersey history and

archaeology;

(E) Professional Journals which incorporate discussion of New Jersey history and

archaeology;

(F) County and local historical societies;

(H) Architectural survey reports on file at the HPO;

(I) Deed and tax records (available from county courthouses and/or NJ Bureau of

Archives and History);

(J) Wills and probate inventories (available from county courthouses and/or NJ Bureau of

Archives and History);

(K) Newspapers;

(L) Historic American Buildings Survey (HABS);

(M) Historic American Engineering Record (HAER);

(N) Historic American Landscape Survey (HALS);

(O) Agricultural, industrial and civil Federal and State census records;

(P) City directories;

(Q) Photographic collections; and

(R) Municipal records regarding the initiation of municipal services (for example, for utilities such as water and sewer, and trash collection).

NOTE: THIS IS A COURTESY COPY OF THIS RULE PROPOSAL. THE OFFICIAL VERSION WILL BE PUBLISHED IN THE MARCH 17, 2008 NEW JERSEY REGISTER. SHOULD THERE BE ANY DISCREPANCIES BETWEEN THIS TEXT AND THE OFFICIAL VERSION OF THE PROPOSAL, THE OFFICIAL VERSION WILL GOVERN.

APPENDIX 2

NEW JERSEY HISTORIC PRESERVATION OFFICE ARCHITECTURAL

SURVEY FORMS

New Jersey Historic Preservation Office Survey Form Instructions

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 provide information tailored to the evaluation of particular elements that make up a property. These forms 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.

Historic District Overlay:

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.

Base Form:

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. *See notes below regarding surveying farm complexes.*

Attachments:

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.

For planning surveys: Attachments will be completed for properties that were recommended for further research in the reconnaissance-level report, or for properties that would be considered key-contributing properties in historic districts.

For regulatory surveys: Attachments will be completed for properties that are over fifty years of age and are subject to impacts of an undertaking.

Building, Structure & Object Attachments: These attachments are used only at the intensive level to document the buildings, structures or objects that make up a property. These attachments should always be used in conjunction with a Base Form, and other Attachments as appropriate [*n.b. These were formerly combined as the Building/Element Attachment.*]

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 has been deleted from the survey form system. It was included in the printed Guidelines, but the information requested is now located on the Base Form, as a third page, to be completed only at the intensive level and only when the property in question is a farm complex. (See Base Form instructions below).

Industrial Building 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. [*n.b. formerly titled Industry Attachment*]

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 completed 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.

Field Instructions:

| | |
|----------------------|---|
| 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 | <p>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.</p> <ul style="list-style-type: none">• <i>Low Number:</i> 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 High Number field. This field is restricted to numeric entries.• <i>High Number:</i> 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.• <i>Low Apartment:</i> 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 HighApartment field.• <i>High Apartment:</i> 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.• <i>Prefix:</i> This is a restricted data field. If applicable, indicate the prefix associated with the roadway name: N, S, E, W, NW, NE, SW, SE.• <i>Name:</i> 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. Indicate the type of roadway. The allowable data can be found on the NJ HPO website:
<http://www.nj.gov/dep/hpo/1identify/survarcht.htm>

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.

- 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 on the NJ HPO website: <http://www.nj.gov/dep/hpo/1identify/survarcht.htm>.
- 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. Note the full name(s) of the United States Geological Survey (USGS) quad on which the property appears. List all that apply. The allowable data can be found on the NJ HPO website:
<http://www.nj.gov/dep/hpo/1identify/survarcht.htm>.
- 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.

| | |
|-------------------------------|--|
| 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). |
| 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. <ul style="list-style-type: none">• <i>Name</i>: Indicate the name of the existing or potential historic district that encompasses this property.• <i>Key Contributing/Contributing/Non Contributing</i>: Indicate how this property relates to the existing or potential historic district by checking one of these categories. |

- Associated Archaeological Site/Deposits 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.
- Farm Complexes Please note that these data-fields consider the farm as a whole, and should refer to the entire historic property as described above on the Base Form. Additional attachments should be included for other significant elements (farmhouse, barns, outbuildings, etc.) that make up the property.
- *Historic Farm 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. 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 allowable data can be found on the NJ HPO website: <http://www.nj.gov/dep/hpo/1identify/survarcht.htm>.
 - *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.
 - *Farm 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 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.

Building Attachment Instructions

General Instructions

This attachment should be used to document individual buildings for all intensive-level surveys. Only one building should be documented on each attachment. 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. Continuation sheets may be used for additional text, photographs, and other graphics.

Field Instructions

| | |
|-------------------------------|--|
| 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 buildings 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 building'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 building. The allowable data can be found on the NJ HPO website: http://www.nj.gov/dep/hpo/1identify/survarcht.htm . |
| Historic Use | This is a restricted data field. Indicate the primary historic use of the building. The allowable data can be found on the NJ HPO website: http://www.nj.gov/dep/hpo/1identify/survarcht.htm . |
| 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, corner-stone) should be cited. |
| Designer | Give the name of the primary individual or firm (architect, engineer, artist, etc.) responsible for designing the building |
| 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, indicate the architectural style which most closely describes the building. If the building embodies more than one style, choose the most predominant and include the others in the exterior description. If the building is a vernacular adaptation of a popular style, enter the name of the style followed by the word "vernacular" (i.e. Federal, vernacular). The allowable data can be found on the NJ HPO website: http://www.nj.gov/dep/hpo/1identify/survarcht.htm . For definitions of accepted architectural styles, consult the suggested readings in Section 4 of the <i>Guidelines for Architectural Survey</i> . |
| Form | This is a restricted data field. If applicable, indicate the building form 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. The allowable data can be found on the NJ HPO website: http://www.nj.gov/dep/hpo/1identify/survarcht.htm . For definitions of accepted building forms, consult the suggested readings in Section 4 of the <i>Guidelines for Architectural Survey</i> . |
| Type | This is a restricted data field. Referring primarily to outbuildings or other secondary buildings, indicate the building type 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. The allowable data can be found on the NJ HPO website: http://www.nj.gov/dep/hpo/1identify/survarcht.htm . |
| Physical Condition | This is a restricted data field. Based on an inspection of the exterior, this refers solely to the physical condition of the 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 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. |
| 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, 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. The allowable data can be found on the NJ HPO website: http://www.nj.gov/dep/hpo/1identify/survarcht.htm . |
| Roof Finish Materials | This is a restricted data field. If applicable, 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 exterior description. The allowable data can be found on the NJ HPO website: http://www.nj.gov/dep/hpo/1identify/survarcht.htm . |

- Exterior Description** This section should be used to give the reader a clear mental image of the nature and type of building being surveyed. It should note the basic form and style of the building 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 buildings 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 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 building and related transportation routes and surrounding landscape.

Structure Attachment Instructions

General Instructions

This attachment should be used to document individual structures for all intensive-level surveys. Only one structure should be documented on each attachment. 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. Continuation sheets may be used for additional text, photographs, and other graphics.

Field Instructions

| | |
|-------------------------------|--|
| 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 structures 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 structure's most significant use. If several historic names are known, use the one most closely associated with the most salient aspects of its history. |
| 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, corner-stone) should be cited. |
| Designer | Give the name of the primary individual or firm (architect, engineer, artist, etc.) responsible for designing the structure |
| Builder | When appropriate, also indicate the name of the primary individual or company responsible for constructing the structure. |
| Present Use | This is a restricted data field. Indicate the primary present use of the structure. The allowable data can be found on the NJ HPO website: http://www.nj.gov/dep/hpo/1identify/survarcht.htm . |
| Historic Use | This is a restricted data field. Indicate the primary historic use of the structure. The allowable data can be found on the NJ HPO website: http://www.nj.gov/dep/hpo/1identify/survarcht.htm . |

| | |
|---------------------------|---|
| Type | This is a restricted data field. Indicate the structure type which most closely describes the structure. If the structure embodies more than one type, choose the most predominant and include others in the exterior description. The allowable data can be found on the NJ HPO website: http://www.nj.gov/dep/hpo/1identify/survarcht.htm . |
| Physical Condition | This is a restricted data field. Based on an inspection of the exterior, this refers solely to the physical condition of the structure, 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 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. |
| Exterior Finish Materials | This is a restricted data field. Indicate the most prominent exterior finish. If the structure 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. The allowable data can be found on the NJ HPO website: http://www.nj.gov/dep/hpo/1identify/survarcht.htm . |
| Roof Finish Materials | This is a restricted data field. Indicate the most prominent roof finish. If the structure has more than one type of roofing material, choose the most predominant one and include the others in the description. The allowable data can be found on the NJ HPO website: http://www.nj.gov/dep/hpo/1identify/survarcht.htm . |
| Exterior Description | This section should be used to give the reader a clear mental image of the nature and type of structure being surveyed. It should note the basic form of the structure 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 structures 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 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 structure'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 structures may lead to theories on construction, styles, dates, alterations, etc. |
| Setting | Setting is the location and environment of the structure and its relationship to its surroundings (both natural and manmade). Indicate the approximate size and nature of the structure and the location of related elements. Explain the relationships between the structure and related transportation routes and surrounding landscape. |

Object Attachment Instructions

General Instructions

This attachment should be used to document individual objects for all intensive-level surveys. Only one object should be documented on each attachment. 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. Continuation sheets may be used for additional text, photographs, and other graphics.

Field Instructions

| | |
|-------------------------------|--|
| 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 objects 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 object'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 object. The allowable data can be found on the NJ HPO website: http://www.nj.gov/dep/hpo/1identify/survarcht.htm . |
| Historic Use | This is a restricted data field. Indicate the primary historic use of the object. The allowable data can be found on the NJ HPO website: http://www.nj.gov/dep/hpo/1identify/survarcht.htm . |
| 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, corner-stone) should be cited. |
| Designer | Give the name of the primary individual or firm (architect, engineer, artist, etc.) responsible for designing the object |
| Builder | When appropriate, also indicate the name of the primary individual or company responsible for constructing the object. |

- Physical Condition** This is a restricted data field. Based on an inspection of the exterior, this refers solely to the physical condition of the object, 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 object 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.
- Description** This section should be used to give the reader a clear mental image of the nature and type of object being surveyed. It should note the basic form of the object 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 objects 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.
- Setting** Setting is the location and environment of the object and its relationship to its surroundings (both natural and manmade). Indicate the approximate size and nature of the object and the location of related elements. Explain the relationships between the object and surrounding landscape.

Bridge Attachment 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.

Field Instructions

| | |
|-------------------------------|--|
| 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 | 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. The owner/operator of the bridge. The allowable data can be found on the NJ HPO website: http://www.nj.gov/dep/hpo/1identify/survarcht.htm . |
| 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, 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, 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. Indicate the bridge type 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. The allowable data can be found on the NJ HPO website: http://www.nj.gov/dep/hpo/1identify/survarcht.htm . |

| | |
|---------------------------------|--|
| Design | This is a restricted data field. Indicate the bridge design 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. The allowable data can be found on the NJ HPO website: http://www.nj.gov/dep/hpo/1identify/survarcht.htm . |
| Material | This is a restricted data field. Indicate the most prominent bridge material. If the bridge has more than one type of material, choose the most predominant one and include the others in the description. The allowable data can be found on the NJ HPO website: http://www.nj.gov/dep/hpo/1identify/survarcht.htm . |
| 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. |
| Physical Condition | This is a restricted data field. Based on an inspection of the exterior, 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 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. |
| 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). |
| 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. |

Landscape Attachment 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.

Field Instructions

| | |
|--------------------------------------|--|
| 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. The allowable data can be found on the NJ HPO website: http://www.nj.gov/dep/hpo/1identify/survarcht.htm . |
| Historic Use | This is a restricted data field. Indicate the primary historic use of the landscape. The allowable data can be found on the NJ HPO website: http://www.nj.gov/dep/hpo/1identify/survarcht.htm . |
| 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, corner-stone) should be cited. |
| Primary Landscape Architect/Designer | Give the name of the primary individual or firm responsible for designing the landscape. |

| | |
|---------------------------|---|
| Type | This is a restricted data field. Indicate the type 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 allowable data can be found on the NJ HPO website: http://www.nj.gov/dep/hpo/1identify/survarcht.htm . The 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. |
| Style | This is a restricted data field. 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. The allowable data can be found on the NJ HPO website: http://www.nj.gov/dep/hpo/1identify/survarcht.htm . |
| Acreage | Give the total number of acres the landscape currently covers. |
| Hardscape | This is a restricted data field. 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. The allowable data can be found on the NJ HPO website: http://www.nj.gov/dep/hpo/1identify/survarcht.htm . |
| Plantings | This is a restricted data field. Indicate the most prominent type of planting material 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. The allowable data can be found on the NJ HPO website: http://www.nj.gov/dep/hpo/1identify/survarcht.htm . |
| Other Features | This is a restricted data field. Indicate the most prominent type of other features within the landscape. If it has more than one type of feature, choose the most predominant one and include the others in the description. The allowable data can be found on the NJ HPO website: http://www.nj.gov/dep/hpo/1identify/survarcht.htm . |
| Physical Condition | This is a restricted data field. Based on an inspection of the exterior, this refers solely to the physical condition of the landscape, 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 landscape 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. |
| Description | Surveyors should refer to <i>National Register Bulletin 18, How to Evaluate and Nominate Designed Historic Landscapes</i> , 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 in the description: 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.

Industrial Building Attachment Instructions

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.

Field Instructions

| | |
|------------------------------|--|
| 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. <ul style="list-style-type: none">• If the industrial building does not retain an industrial use, indicate the primary present use of the industrial building. The allowable data can be found on the NJ HPO website: http://www.nj.gov/dep/hpo/1identify/survarcht.htm.• If the building does retain an industrial use, refer to the allowable data for 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. The allowable data can be found on the NJ HPO website: http://www.nj.gov/dep/hpo/1identify/survarcht.htm. |
| Historic Industry | This is a restricted data field. Indicate the historic (original) industrial use of the industrial building. The 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. The allowable data can be found on the NJ HPO website: http://www.nj.gov/dep/hpo/1identify/survarcht.htm . |
| 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 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, corner-stone) should be cited. |
| Designer | Give the name of the primary individual or firm (architect, engineer, etc.) responsible for designing the building. |
| Builder | When appropriate, also indicate the name of the primary individual or company responsible for constructing the building. |
| Style | This is a restricted data field. If applicable, indicate the architectural style which most closely describes the industrial building. If the industrial building embodies more than one style, choose the most predominant and include the others in the exterior description. If the industrial building is a vernacular adaptation of a popular style, enter the name of the style followed by the word "vernacular" (i.e. Federal, vernacular). The allowable data can be found on the NJ HPO website: http://www.nj.gov/dep/hpo/1identify/survarchit.htm . For definitions of accepted architectural styles, consult the suggested readings in Section 4 of the <i>Guidelines for Architectural Survey</i> . |
| Physical Condition | This is a restricted data field. Based on an inspection of the exterior, this refers solely to the physical condition of the 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 estimate, based on visual observation and/or archival research, 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 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, indicate the most prominent exterior finish. If the industrial 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. The allowable data can be found on the NJ HPO website: http://www.nj.gov/dep/hpo/1identify/survarchit.htm . |
| Foundation Materials | This is a restricted data field. 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. The allowable data can be found on the NJ HPO website: http://www.nj.gov/dep/hpo/1identify/survarchit.htm . |
| 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) used in the industrial building. |

| | |
|-----------------------|---|
| Roof Finish Materials | <p>This is a restricted data field. If applicable, 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 exterior description. The allowable data can be found on the NJ HPO website: http://www.nj.gov/dep/hpo/1identify/survarcht.htm.</p> |
| Equipment/Machinery | <p>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.</p> |
| Transportation Links | <p>This is a restricted data field. Indicate one or more transportation links which service(d) the industrial building. The allowable data can be found on the NJ HPO website: http://www.nj.gov/dep/hpo/1identify/survarcht.htm.</p> |
| Exterior Description | <p>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.</p> |
| Interior Description | <p>Interior descriptions should be provided for significant and accessible interiors of publicly-owned, and when appropriate, privately-owned buildings. 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.</p> |
| Setting | <p>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.</p> |

Historic District 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.

Field Instructions:

| | |
|-------------------------------|---|
| 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. |
| 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. |
| County and Municipality: | These are restricted data fields. Give the full name of the county and incorporated municipality in which the district is located. If located in multiple municipalities (or counties), list all those that apply. The allowable data can be found on the NJ HPO website: http://www.nj.gov/dep/hpo/1identify/survarcht.htm . |
| Local Place Name: | When applicable, give the local place name in which the district is located (i.e. Ocean Grove which is in Neptune Township). A list of local place names is available from the HPO. |
| District Type | This is a restricted data field. Indicate the type of historic district to describe the area being surveyed. The allowable data can be found on the NJ HPO website: http://www.nj.gov/dep/hpo/1identify/survarcht.htm . |
| USGS Quad | This is a restricted data field. Note the full name(s) of the United States Geological Survey (USGS) quad on which the property appears. List all that apply. The allowable data can be found on the NJ HPO website: http://www.nj.gov/dep/hpo/1identify/survarcht.htm . |
| 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 | <p>This is a restricted data field. Based on an 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.</p> <p>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</p> |
| Remaining Historic Fabric | <p>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.</p> |
| Registration and Status Dates | <p>Provide dates for when all or part of the 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 district 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).</p> |
| Description | <p>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.</p> |
| Setting | <p>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.</p> |

Eligibility Worksheet 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.

Field Instructions:

| | |
|---|---|
| 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. |
| 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. |
| 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). |

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 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.

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.

Continuation Sheet 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.

Field Instructions:

- | | |
|----------------------|--|
| 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. |

BASE FORM

Historic Sites #:

Property Name: _____

Street Address: Street #: _____ (Low) _____ (High) Apartment #: _____ (Low) _____ (High)

Prefix: _____ Street Name: _____ Suffix: _____ Type: _____

County(s): _____ Zip Code: _____

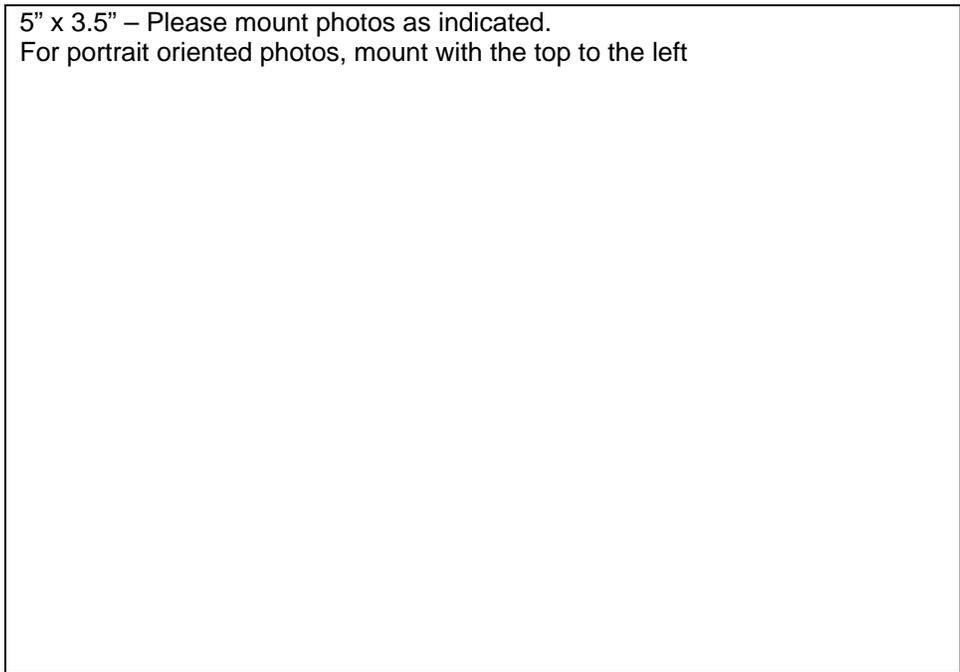
Municipality(s): _____ Block(s): _____

Local Place Name(s): _____ Lot(s): _____

Ownership:: _____ USGS Quad(s) _____

Photograph:

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



Description:

Registration and
Status Dates:

National Historic
Landmark: _____

SHPO Opinion: _____

National Register: _____

Local Designation: _____

New Jersey Register: _____

Other Designation: _____

Determination of Eligibility: _____

Other Designation Date: _____

Survey Name: UNPROTECT DOCUMENT (tools>unprotect); ENTER APPROPRIATE INFO HERE; Date: March 14, 2008

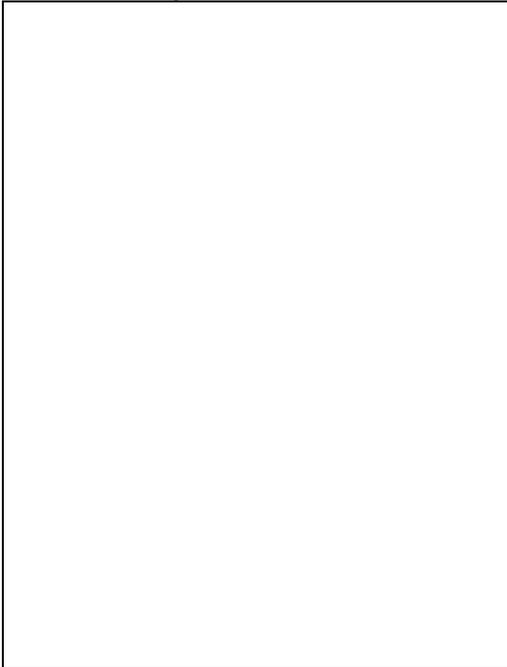
Surveyor: CUT AND PASTE THIS TABLE AND ASSOCIATED HORIZ. LINE ABOVE INTO

Organization: DOCUMENT FOOTER;

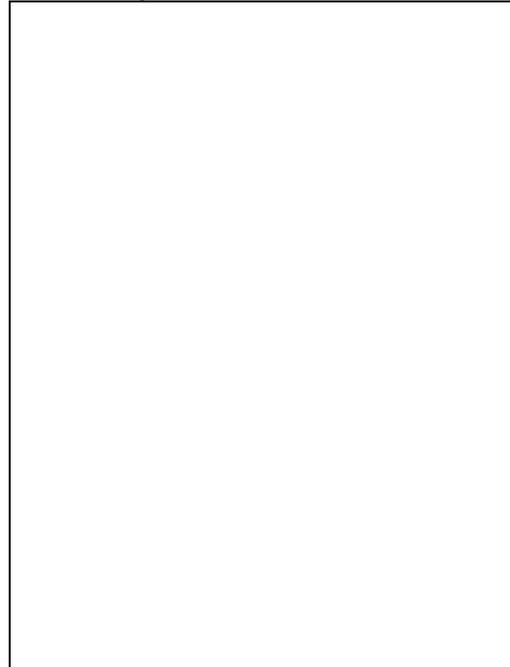
BASE FORM

Historic Sites #:

Location Map:



Site Map:



Bibliography/Sources:

Additional Information:

More Research Needed? Yes No

INTENSIVE LEVEL USE ONLY

Attachments Included: Building Structure Object Bridge
 Landscape Industry

Within Historic District? Yes No

Status: Key-Contributing Contributing Non-Contributing

Associated Archaeological Site/Deposit? Yes
(Known or potential Sites – if yes, please describe briefly)

BASE FORM

Historic Sites #:

**THIS PAGE TO BE COMPLETED ONLY AT INTENSIVE LEVEL
AND
ONLY IF PROPERTY IS A FARM COMPLEX**

Historic Farm Name: _____

Period of
Agricultural Use: _____ To _____ Source _____

Agriculture Type: _____

Remaining Historic Fabric _____

Acreage: _____

Farm Description:

BUILDING ATTACHMENT

Historic Sites #:

Common Name: _____

Historic Name: _____

Present Use: _____

Historic Use: _____

Construction Date: _____ Source: _____

Alteration Date(s): _____ Source: _____

Designer: _____

Physical Condition: _____

Builder: _____

Remaining Historic Fabric: _____

Style: _____

Form: _____

Stories: _____

Type: _____

Bays: _____

Roof Finish Materials: _____

Exterior Finish Materials _____

Exterior Description:

Interior Description:

Setting:

Survey Name: _____

Date: March 14, 2008

Surveyor: _____

Organization: _____

STRUCTURE ATTACHMENT

Historic Sites #:

Common Name: _____

Historic Name: _____

Present Use: _____

Historic Use: _____

Construction Date: _____ Source: _____

Alteration Date(s): _____ Source: _____

Designer: _____ Physical Condition: _____

Builder: _____ Remaining Historic Fabric: _____

Type: _____

Roof Finish Materials: _____

Exterior Finish Materials _____

Exterior Description:

Interior Description:

Setting:

Survey Name: _____ Date: _____

Surveyor: _____

Organization: _____

OBJECT ATTACHMENT

Historic Sites #:

Common Name: _____

Historic Name: _____

Present Use: _____

Historic Use: _____

Construction Date: _____ Source: _____

Alteration Date(s): _____ Source: _____

Designer: _____ Physical Condition: _____

Builder: _____ Remaining Historic Fabric: _____

Description:

Setting:

Survey Name: _____ Date: March 14, 2008

Surveyor: _____

Organization: _____

BRIDGE ATTACHMENT

Historic Sites #:

Common Name: _____

Historic Name: _____

Feature Carried: _____

Feature Crossed: _____ Milepost: _____

Owner/Operator: _____ SI&A Structure Number _____

Construction Date: _____ Source: _____

Alteration Date(s): _____ Source: _____

Engineer _____ Physical Condition: _____

Builder: _____ Remaining Historic Fabric: _____

Type: _____

Design: _____ Spans: _____

Material: _____ Length: _____

Patent Holder: _____ Width: _____

Patent Date: _____

Description:

Setting:

Survey Name: _____ Date: March 14, 2008

Surveyor: _____

Organization: _____

LANDSCAPE ATTACHMENT

Historic Sites #:

Common Name: _____

Historic Name: _____

Present Use: _____

Historic Use: _____

Construction Date: _____ Source: _____

Alteration Date(s): _____ Source: _____

Primary Landscape Architect/Designer: _____

Type: _____ Physical Condition: _____

Style: _____ Remaining Historic Fabric: _____

Acreage: _____

Hardscape: _____

Plantings: _____

Other Features: _____

Description:

Setting:

Survey Name: _____ Date: March 14, 2008

Surveyor: _____

Organization: _____

INDUSTRIAL BUILDING ATTACHMENT

Historic Sites #:

Common Name: _____

Historic Name: _____

Present Use: _____

Historic Industry: _____ Building ID: _____

Construction Date: _____ Source: _____

Alteration Date(s): _____ Source: _____

Designer: _____ 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 FORM

Historic Sites #:

District Name: _____
County(s): _____ **District Type:** _____
Municipality(s): _____ **USGS Quad(s):** _____
Local Place Name(s): _____

Development Period _____ **To** _____ **Source:** _____

Physical Condition: _____
Remaining Historic Fabric: _____

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: March 14, 2008
Surveyor: _____
Organization: _____

ELIGIBILITY WORKSHEET

Historic Sites #:

History:

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: March 14, 2008
Surveyor: _____
Organization: _____

CONTINUATION SHEET

Historic Sites #:

Survey Name: _____
Surveyor: _____
Organization: _____

Date: March 14, 2008