South Dakota Historic Resource Survey Manual

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FOREWORD

This manual is a guide for undertaking architectural and historical surveys of South Dakota's buildings, structures and landscapes. Surveys may be undertaken to: discover information about the past, obtain data for community historic preservation programs, or identify properties eligible for listing in the National Register of Historic Places.

This manual has two main purposes. First, it establishes requirements for those undertaking historic architecture surveys with State Historic Preservation Office (SHPO) subgrant funding and serves as an addendum to grant agreements. Second, it provides standards for state and federal agencies undertaking surveys to comply with the National Historic Preservation Act, as amended, to identify properties that are eligible for listing in the National Register of Historic Places.

The revisions included in this manual incorporate new guidelines for submitting survey forms online and new digital photography standards. These revisions reflect the SHPO's efforts to improve data accuracy by automating and standardizing the survey process. Doing so will help protect South Dakota's historic resources by making SHPO programs more efficient and by providing other agencies with more accurate data.

This manual is also useful for undertaking surveys without substantial SHPO involvement. It may serve as a reference for those who seek to understand what is involved in undertaking a survey, conducting an independent survey and in hiring a professional survey consultant. For a broader perspective on surveys, consult the *National Register Bulletin 24: Guidelines for Local Surveys: A Basis for Preservation Planning*.

Thank you for your interest in identifying and preserving South Dakota's historic resources. Your suggestions to improve this manual are welcome.

Jay D. Vogt
State Historic Preservation Officer

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I. <u>INTRODUCTION</u>

A. State Historic Preservation Office

Since the passage of the National Historic Preservation Act of 1966 (NHPA), the Governor of each state has been required to appoint a State Historic Preservation Officer (SHPO) to oversee preservation efforts mandated by the Act, as amended.

In South Dakota, the SHPO is the program director within the South Dakota State Historical Society. Under state and federal law, the South Dakota State Historic Preservation Office (SD SHPO) is responsible for administering, in part, the following programs and activities:

♦ **Survey and maintain inventories of historic properties;**
♦ **Nominate eligible properties to the State and National Register of Historic Places;**
♦ **Provide public information, education, training, and technical assistance relating to historic preservation;**
♦ **Cooperate with local governments in creating local historic preservation programs and certified local governments;**
♦ **Provide advice and assistance in implementing state and federal preservation tax incentives for restoration and rehabilitation of historic properties; and**
♦ **Consult with and advise federal and state agencies and local governments in carrying out their historic preservation responsibilities, especially on projects that might affect historic properties.**

State Historic Preservation Officer administers the historic preservation office and also serves as director for the South Dakota State Historical Society.

Historic Preservation Coordinator coordinates activities within the historic preservation office and serves as liaison to the City of Deadwood. Telephone: (605) 773-6296.

Historical Archaeologist coordinates NHPA Section 106 review and compliance issues and manages archaeological matters. Telephone: (605) 773-6004.

Restoration Specialist administers federal and state tax incentives programs, and handles NHPA Section 106 review and compliance issues concerning architecture. Telephone: (605) 773-6005.

Historic Preservation Assistant manages the Historic Preservation library, coordinates educational programs, coordinates covenant process, and coordinates annual Archaeology & Historic Preservation Month. Telephone: (605) 773-2907

Historic Preservation Specialists work with the State and National Registers of Historic Places, certified local governments, and grant assistance. They coordinate historic preservation matters in specific geographic areas of South Dakota.
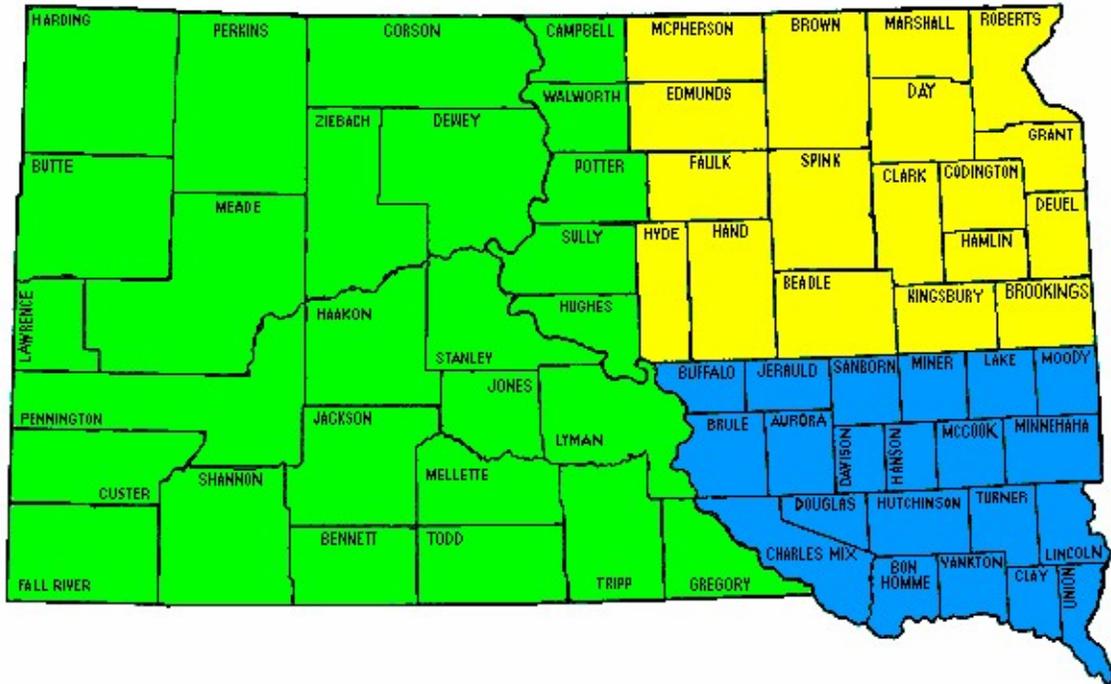
WEST – Telephone: 605-773-3103.

NORTHEAST – Telephone: 605-773-2906.

SOUTHEAST – Telephone: 605-773-6056.

Any questions related to survey in South Dakota, the South Dakota Historic Sites Database, SD SHPO GIS data, or this manual should be addressed to the **Survey/GIS Coordinator** at 605-773-2906.

B. Purpose of Survey

A survey is the traditional first step taken in the historic preservation process. It is essential to conduct an inventory in order to make decisions regarding a specific property or a collection of potential historic sites. The inventory will identify what resources are present in a given area and provide sufficient information to compare these resources on a local, statewide, or national scale.

A statewide survey provides the SD SHPO with a permanent record of the state's historic properties and is a valuable source for historical research. Both the SD SHPO and local communities use the information gathered by the statewide survey as a planning tool to ensure wise use of the state's cultural resources.

The survey is used to identify properties eligible for the National Register of Historic Places. Properties eligible for the Register may, in turn, qualify for federal and state historic preservation grants and tax incentives that the SD SHPO administers. The survey is also used to facilitate the NHPA Section 106 and SDCL 1-19A-11.1 review and compliance processes, procedures that help protect South Dakota's cultural resources from potential adverse effects that may occur during the implementation of federal or state funded projects.

On the local level, the survey provides the information a community needs to conserve, maintain, and enhance its historic resources. Survey data is essential to a community when it is drafting a preservation ordinance, identifying a local landmark, or marking off a conservation district, for such measures will influence future planning, new development, capital improvement, and zoning. Finally, the survey can promote public awareness and public appreciation for a community's historic resources by providing access to information through publications, audiovisual presentations, and curriculum packets, which can strengthen a community's commitment to protect the state's historic resources.

Surveys can be classified as either reconnaissance or intensive. A reconnaissance survey provides a minimal amount of information about a large number of sites. This process is generally used for determining which resources should receive closer scrutiny. An intensive survey is designed to gather all available information about a particular structure. This process addresses specific questions about a limited number of sites.

In general, the data available for South Dakota is organized by county or city. City information is organized by the street address and county (rural property) information is arranged by township, range and section number. In addition, the state maintains thematic studies, which typically address vernacular building traditions or specific property types.

C. Types of Survey

1. Reconnaissance Level Survey

Reconnaissance level survey requires pre-field historic research and the review of existing SD SHPO data including site files, maps, city and county histories, and photographs. The historic research and data review provide the basis for an historic overview and bibliography that contractors are required to submit to the SD SHPO prior to commencement of fieldwork.

For countywide reconnaissance level surveys, every public rural road and urban street within the county is traversed. All properties are recorded regardless of integrity. Each property that appears to meet the requirements for integrity, under the Secretary of the Interior's Standards and Guidelines for Identification and Evaluation, is recorded on the appropriate reconnaissance level forms.

As specified in the Fieldwork Section of this manual, the survey requires submission of a South Dakota survey form for each newly surveyed property. General requirements include a determination of eligibility, a brief physical description, and basic location information such as township, range, section, quarter sections, and UTM coordinates.

2. Intensive Level Survey

General requirements for reconnaissance level survey apply. Additional requirements are outlined in the instructions for the intensive survey form in this manual (see pgs. 19-22). Additional items include floor plans and the use of oral history. An intensive survey is usually conducted after a reconnaissance level survey or during a NHPA Section 106 consultation. The survey research should concentrate on primary resources.

3. Resurvey Projects

When resurveying previously surveyed properties, the basic requirements and guidelines of the reconnaissance level surveys should be followed. The SHPO will provide the consultant with a list of existing records within the project area and make those records available to them through their logon account (see Submitting Forms Online, pgs. 9-12). Consultants also should obtain copies of National Register nominations, maps, photographs, and any other relative data from the SHPO. Resurvey projects should provide an accurate, current reflection of the project area. The current information should be verified or updated for accuracy and new information added as needed to reflect any alterations or changes.

4. Ineligible Property Survey

Properties that do not appear to be eligible for the National Register of Historic Places will only require submission of basic information. While a paper form for ineligible properties will still be available, there will not be a separate digital form. Instead, the fields on the ineligible paper form will correspond to the required fields from the online database forms. The required fields will include: surveyor, survey date, street address, site city, township, range, section, quarter-section 1, quarter-section 2, UTM zone, UTM easting and northing, property name, date of construction, determination of eligibility, date of determination, reason for ineligibility, and a short physical description. Ineligible bridges and cemeteries should still be recorded on the bridge and cemetery forms. Each property also requires at least a single photograph.

D. Pre-field Activity

Before fieldwork can commence, the researcher must review site files and maps to determine what is currently known about the project area. This pre-field research may include primary and secondary sources such as state and local histories, newspapers, magazine articles, interview, etc. Intensive inventories will generally require more research than reconnaissance surveys.

1. Previously Surveyed Properties

Prior to the commencement of fieldwork, a list of all previously surveyed sites should be obtained from the SD SHPO. This list will contain property information including the name, address/location, date of survey, and descriptive information. Properties should not be re-surveyed unless specified by the SD SHPO staff.

2. Maps

The location of each site should be marked on a 7.5 minute USGS quad map. In conducting a city survey, the general area should be outlined on the USGS map and the specific location should be identified on a city map.

3. Contacting local law enforcement

Prior to the initiation of the survey, the consultant must submit a letter to the local law enforcement about their presence in the area**.   The SD SHPO staff will supply this letter.**

Sample Letter of Introduction
During the fall of 2000 and the spring of 2001, members of *Interpretation Unlimited* will be conducting a historic sites survey in Jones County. During the course of this reconnaissance survey, they will be noting, photographing and sketching some of the county's most historic farmsteads, buildings and other sites and structures. We anticipate that the survey will result in recording hundreds of sites that are or may be eligible for the National Register of Historic Places.

The surveyors will be driving a 1990 Tempo, gray, with Michigan license plates. We hope that you will give them your full cooperation and assistance.

The historic sites survey is an ongoing project of the South Dakota State Historical Society. If you have any questions about the survey, please call the South Dakota State Historic Preservation Office at 605-773-3458.

This letter should also be on hand in case a resident questions the contractor about what they are doing. A copy of the letter should be given to the person so they may contact our office.

4. Materials Needed for Survey

Each surveyor should have the following materials available before starting a survey.

♦ Field maps: either USGS maps or city parcel maps
♦ List of previously surveyed and National Register listed properties
♦ Blank survey forms
♦ Letter of introduction from the SD SHPO
♦ Digital camera and/or 35 mm camera/film
♦ A photograph log sheet
♦ GPS receiver
♦ Logon ID and password from SD SHPO to submit forms online
♦ Rogers, Stephen and Lynda B. Schwan. *Architectural History in South Dakota*, South Dakota: SD SHPO, 2000.
♦ McAlester, Virginia & Lee. *A Field Guide to American Houses*, New York: Alfred A. Knopf, 1992 or any other edition.
♦ *South Dakota Historic Resource Survey Manual*, revised 2006.

E. Public Meetings

The SD SHPO may require one to two public meetings during a survey project. The number of meetings should be contained in the consultant's contract. If a consultant is working with the SD SHPO, at least one public meeting will be required. There are two types of public meetings:

1. Initial Public Meeting:

After fieldwork commences, a public meeting is held in the survey area attended by SD SHPO staff and consultants. The meeting provides information about the survey and SD SHPO program and encourages the involvement of residents. The consultant should bring field maps, especially for rural areas, and have a basic familiarity with the area to be surveyed.

SD SHPO staff will introduce contractors. The consultant will outline the project and answer questions regarding the project. Area residents are invited to provide information about the local history and sites located on private or otherwise inaccessible property.

2.   Finding of Facts Meeting:

At the end of the fieldwork, a public meeting is held to present the findings of the survey to the public. At this meeting the contractor will present a slide show of the significant sites in the survey area. The presentation will also identify sites that may potentially be eligible for the National Register of Historic Places.

II. <u>RECONNAISSANCE SURVEY</u>

Reconnaissance level paper forms are available in Microsoft Word and PDF formats. Forms are available for structures, cemeteries, bridges, intensive structure details, and ineligible properties. These forms should be printed off and taken into the field. Please note there is no longer a secondary structure form so a separate structure form should be used for any existing secondary structures.

Whether surveying in town or a rural property, a separate structure form should be used for <u>each</u> structure. For example, two separate forms should be used when surveying a house with a detached garage. Likewise, five separate forms should be used when surveying a farm that has a house, barn, granary, machine shed, and chicken coop.

A. Submitting Forms Online

1. Logging in

Upon completion of survey fieldwork, the compiled site forms will then need to be entered and submitted via the SD SHPO online database. To log on to the SD SHPO database, go to the following site: http://gis.sd.gov/shpoHS/login.aspx. You will see the below screen. If you already have an account, enter your ID and password and click "Login."

If you do not already have an account, click on "New Account" to request a new ID and password. Upon approval, your initial password will be issued by the SD SHPO. You will then be able to log on to the site using that password and the ID you provided. Once you log on using that password you will then be able to change your account information as desired.

NOTE: To VIEW data only, you may log in using our guest account:
ID: guest
Password: guest

NOTE: Currently, the database is designed primarily for submitting survey forms and not for querying all SD SHPO site data. While this functionality will be incorporated

into future versions of the database, those wishing to request a record search should see pg. 27.

2. Home Page

After logging in, you will be taken to this homepage:

Your first name will appear next to "Logged in as:" in the upper left corner. Below your name is your user level. Most users will have "editor" permissions, which will allow that user to add new records and edit any unapproved records they previously submitted.

Currently, editors will only be able to query the database for records that were entered with their login ID but that have not yet been approved. There are five ways to query the database online: by Site ID, SHPO ID, County, Surveyor, and Survey Date. These queries can be used to retrieve previously submitted records that have not been approved but need to be completed or edited. Combinations of these queries can also be used to narrow the search results.

- SITE ID: To query the database by Site ID, enter the ID number into the "Site ID" field and click "Search."

- SHPO ID: To query the database by SHPO ID, enter the ID string into the "SHPO ID" field and click "Search." The wildcard % can also be used in place of an unknown character or characters when searching.

- COUNTY: To query by county, enter the two-digit code for the desired county into the "SHPO ID" field followed by the wildcard % and click "Search." For example, entering "BK%" will return all records entered by that user in Brookings County.

- SURVEYOR: To query by surveyor, select a value from the "Surveyed by:" menu and click "Search."

- SURVEY DATE: To query all records surveyed over a period of time, select the desired value from the "Survey Date:" menu and click "Search."

Shown below is an example of the table that will display your search results:

1 **2 3 4 5**

SiteID	Structure	Bridge	Cemetery	Survey Date	Surveyor	County	Approved	Entered By
12	4807			9/4/2003 12:00:00 AM	Rick Hanson (ACR)	Meade	NO	AlexRWD
13	4808			9/4/2003 12:00:00 AM	Rick Hanson (ACR)	Meade	NO	AlexRWD
14	4809			10/25/2003 12:00:00 AM	Dana Vaillancourt	Davison	NO	AlexRWD
16	4811			10/21/2003 12:00:00 AM	Louis Hafermehl	Lawrence	NO	AlexRWD
17	4812			10/21/2003 12:00:00 AM	Louis Hafermehl	Lawrence	NO	AlexRWD
20	4815			10/23/2003 12:00:00 AM	Louis Hafermehl	Lawrence	NO	AlexRWD
21	4816			10/23/2003 12:00:00 AM	Louis Hafermehl	Lawrence	NO	AlexRWD
22	4817			10/23/2003 12:00:00 AM	Louis Hafermehl	Lawrence	NO	AlexRWD
23	4818			10/23/2003 12:00:00 AM	Louis Hafermehl	Lawrence	NO	AlexRWD
26	4821			10/21/2003 12:00:00 AM	Louis Hafermehl	Lawrence	NO	AlexRWD

1 **2 3 4 5**

Keep in mind the search will only return *your* records that hav*e not* yet been approved. If access to a previously approved record is needed, contact the SD SHPO to have that record made available through your user account.

Clicking on any of the existing records shown on the table will open the survey form for that record. Users can then click the "Add/View Intensive Details" or "Show Historic Significance" buttons to view or edit any intensive or historic significance data.

An example of a survey form is shown on the next page.

Site ID: 118

SHPO Approved? **NO**

* = Required Field

* Survey Date: 9/23/1998	* Address:
* Surveyor: Barbara Henning	* County: Deuel
--Pick a Surveyor--	* City: Brandt

Location Description:

Legal Description:

* Quarter1: SE	Owner Name: Deuel County School Distr
* Quarter 2: SE	Owner Address:
* Township: 116N	Owner City:
* Range: 50W	Owner State:
* Section: 23	Owner Zip:
Acres:	Quad Name: Bemis
Owner Code 1:	
Owner Code 2:	
Owner Code 3:	

Print Record

If you have a question about this particular record, click the 'Questions?' button below. An email will be sent to the State Historic Preservation Office using the email address in your account.

Questions?

Structure Details: 4913

SHPO ID: DE00000098	* Property Name: school house district #67
	Other Name: school
	Foundation: None
Current Function: Education	Roof Material: Metal
Current Sub Function: N/A	Roof Shape: Gable
Historic Function: Vacant/Not in Use	Structural System: Wood Frame
Historic Sub Function: N/A	Style:
Occupied: No	Type:
Accessible:	Walls:
Stories: 1	Significant Person:
* Date of Construction: ca. 1894	Cultural Affiliation:

Altered/Moved Notes:

Interior Notes:

Other Notes:

* Physical Notes: Abandoned one-room schoolhouse. One-story, wood frame, gable roof with composition shingles and closed soffits. A gable roofed entry vestibule is centered on

Add/View Intensive Details

Show Historic Significance

* UTM Zone: 14	* Easting (X Coord): 675187.0000 Validate X/Y ?
	* Northing (Y Coord): 4966881.0000
* Restricted: No	

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3. ADDING NEW RECORDS

To add a new record, click "add new site" in the upper right corner of the home page. Blank site information and historic significance forms will appear, as well as options to add a structure, bridge, or cemetery, or to clear the site information. Clicking the appropriate button will display the structure, bridge, or cemetery details form. Complete the digital form according to the paper form completed in the field. Make sure to note the required fields. **You will not be able to add a new record unless all of the required fields are completed**. If you try to add a record without all the required fields, you will see the following warning: "Some required fields have no values. Please look for the red labels and correct those values."

Once you have completed the form, click "add record" at the bottom to send the record to the SD SHPO for approval. The below screen will appear:

To add another feature at the same location as the feature you just entered, such as a detached garage to a previously entered house or additional outbuildings on a farmstead, select "Add new feature to current site" and click submit. This will return you to a new form with the previous site information already entered. Select "Add new site" for a new blank form or "Return to Home Page" to return to the query page. Records submitted to the SD SHPO will be reviewed, assigned a site number, and approved. Once a record is approved you will no longer have access to it. If you need to access a record that has already been approved, contact the SD SHPO to have the record made available to your user account.

4. UPDATING EXISTING RECORDS (RESURVEYS)

For resurvey projects where you will be updating existing records, the SD SHPO will make the records of the properties to be resurveyed available to you through your user account. You will then be able to query, view, and edit those existing records as needed. For resurveys of properties on the National or State Registers of Historic Places, the Determination of Eligibility and Historic District Rating fields should not

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be changed. Any recommended changes in eligibility should be recorded in the Significance Notes field. For resurveys of properties not on the National or State Registers of Historic Places, the Determination of Eligibility and Historic District Rating fields can be updated if needed.

5. PRINTING SITE FORMS

Site forms may be printed one of three ways.

1. Navigate to the record you wish to print and make sure the historic significance form and, if needed, the intensive details form is visible. Then use FILE – PRINT on your web browser to print the form.
2. Click the "Print Record" button on the survey form. This will print a summary of that record minus the notes fields.
3. Enter the values into the Microsoft Word version of the site forms and print. While this option is the most printer-friendly, it will require the additional step of re-entering the values into the Word document. Records printed and submitted using this option still need to be submitted online.

NOTE: While these printing options are not ideal, future improvements to the online database will include better printing functionality.

B. South Dakota Historic Sites Inventory Forms

Below are instructions for each field within the inventory forms. Note that "**" designates a required field. See Appendix E for the survey forms and a master list of values for those fields that have set values.

1. Site Information

**Survey Date:	Enter by clicking on the date tool next to the field and selecting the date the surveyor was in the field.
**Surveyor:	Name of person conducting the survey. Select name from drop down list. If name is not present, click "add new surveyor" from the list. Enter the new name in the surveyor field. The new name will be sent to the SHPO for approval and added to the list for future use.
**Address:	Street address of the property. If the property has no visible address, only enter the street on which the property is located.
**County:	Select the county in which the property is located.
**City:	Upon selecting the county, a list of cities within that county will be available in the city field. Select the available city closest to the surveyed property. Some surveyed properties may be closer to a city in another county and therefore will not appear on the drop down list. If this occurs, make an additional note of the closer city in the Location Description field.
Location Description:	Brief description of property's physical location. For example, Three miles west of Manchester, ½ mile north of intersection of

	Highway 14 and 422rd Avenue, or Southeast corner of Main Street and Fourth Avenue.
Legal Description:	Enter the legal description of the property, including lot, block, addition, township, range, section, etc.
**Quarter 1:	Select the quarter section of the quarter section.
**Quarter 2:	Select the quarter section of the section.
**Township:	Select the appropriate township from the drop down list.
**Range:	Upon selecting the township, a list of possible ranges will be available in the range field. Select the range.
**Section:	Select the section number from the list.

NOTE: For bridges or other properties located across section lines, enter only the northern or eastern most, township, range, and section. Enter additional townships, ranges, and sections into the legal description field.

Acres:	Enter the approximate acreage of the property surveyed.
Owner Code:	Select code for owner of property: F = federal government, S = state government, L = local government, or P = private. If more than one owner of a property exists, use additional owner code fields to select additional codes.
Owner Name:	Enter name of current, primary property owner.
Owner Address:	Mailing address of current property owner.
Owner City:	Enter city of current property owner.
Owner State:	Select state of current property owner.
Owner Zip:	Zip code of current property owner.
Quad Name:	Map name from USGS map on which the property is located.

2. Historic Significance

**Determination of Eligibility:	Select the appropriate determination of eligibility from the list. Refer to National Register Bulletin #15 *How to Apply the National Register Criteria for Evaluation* for help with making a determination of eligibility.
**DOE Date:	Either by clicking on the date tool or entering a date, enter the date the determination of eligibility was made.
Reason Ineligible:	If the property is determined not eligible, select the primary reason for that determination from the list.
Nomination Status:	Select the current National Register status of the property.
Date Listed:	If the property is listed on the National or State Register of Historic Places, enter by clicking on the date tool or entering a date, the day the property was listed.
Reference Number:	If the property is listed on the National Register, enter the National Register Reference Number.
Historic District Rating:	If the property is listed on the National Register as part of district, select "contributing" if the property contributes to the significance of the district or "non-contributing" if it does not.

	Guidelines on determining contributing and non-contributing status mentioned in National Register Bulletin #16A *How to Complete the National Register Registration Form* should be followed.
Period:	Enter the period of significance for the property. Guidelines for selecting a period of significance mentioned in National Register Bulletin #16A *How to Complete the National Register Registration Form* should be followed.
Registered Name:	If the property is listed on the National Register, enter the name appearing on the first line of Section 1 of the National Register nomination form.
Multiple Property Name:	If the property is associated with a National Register Multiple Property submission, enter the name appearing on the multiple property document.
Category:	Select the appropriate category from the list. Guidelines for determining the category of a property mentioned in National Register Bulletin #16A *How to Complete the National Register Registration Form* should be followed.
Significance Level 1:	Select the primary level of significance, either "local," "state," or "national."
Significance Level 2:	If the property is significant on more than one level, enter the additional level of significance.
Criteria 1:	Select the primary National Register Criterion associated with the property. Guidelines for determining criteria mentioned in National Register Bulletin #15 *How to Apply the National Register Criteria for Evaluation* should be followed.
Criteria 2:	Select additional National Register Criteria.
Criteria 3:	Select additional National Register Criteria.
Criteria 4:	Select additional National Register Criteria.
Significance Notes:	Briefly include any additional historical information related to the property and explain the determination of eligibility.

3. Structure Details

SHPO ID:	Two letter county code, three number district code, and an individual site number. Format would be XX00000001 for an individual structure, XX00100001 for a structure within a district. Users will no longer need to enter this number. The number will be entered by the SHPO upon approving the record. Users can then return to the database to print a site form with the site number.
**Property Name:	Common or historic name of the property.
Other Name:	Enter any additional names, current or historic, of the property.
Current Function:	Select the current function of the property from the list.
Current Subfunction:	After selecting the current function, a list of possible subfunctions will be available in the current subfunction field. Select the appropriate subfunction.
Historic Function:	Select the historic function of the property from the list.
Historic Subfunction:	After selecting the historic function of the property from the list,

	a list of possible subfunctions will be available in the historic subfunction field. Select the appropriate subfunction.

Note: The values available in the drop down lists of the function fields are taken from the National Register of Historic Places Bulletin #16A *How to Complete the National Register Registration Form*. The guidelines mentioned in that bulletin for determining functions should be followed.

Occupied:	Is the property currently occupied? Select "Yes" or "No."
Accessible:	Is the property easily accessible? Select "Yes" or "No."
Stories:	Number of stories using decimals, i.e. 1 ½ stories would be 1.5.
**Date of Construction:	Either by clicking on the date tool or entering a year, enter the date the property was constructed, using "c." for circa if exact year is not known.
Foundation:	Select primary foundation materials from list.
Roof:	Select primary roof materials from list.
Roof Shape:	Select basic shape of roof from list.
Structural System:	Select the primary framework material from the list.
Style:	Select the appropriate style from the list. For help with determining the appropriate style, consult *A Field Guide to American Houses* by Virginia & Lee McAlester, *Architectural History in South Dakota* by Stephen Rogers and Lynda B. Schwan, or *Building South Dakota* by David Erpestad and David Wood.
Type:	Select the appropriate architectural type from the list. *Architectural History in South Dakota* by Stephen Rogers and Lynda B. Schwan can also be referenced to determine architectural types.
Walls:	Select the primary exterior cladding from the list.
Significant Person:	Enter the name of a significant person associated with the property. Guidelines mentioned in National Register Bulletin #15 *How to Apply the National Register Criteria for Evaluation* for determining if a significant person should be included should be followed.
Cultural Affiliation:	Enter the name of any archeological or ethnographic culture associated with the property. Guidelines mentioned in National Register Bulletin #16A *How to Complete the National Register Registration Form* for entering a cultural affiliation should be followed.
Altered/Moved:	Briefly describe any alterations to the property along with dates.
Interior Notes:	Briefly describe any significant interior features, such as floor plans, functions of rooms, stairways, flooring, beams, moldings, etc.
Other Notes:	Briefly mention any additional information related to the history or physical appearance of the property not mentioned anywhere else.
**Physical Notes:	Provide a brief description of the exterior of the structure, describing any significant features, such as windows, porches, doors, etc.

**UTM Zone:	Select the appropriate UTM zone from the list, either "13" or "14."
**UTM Coordinates:	Enter the UTM easting and northing coordinates collected in the field with GPS equipment. Then click "Validate X/Y" to verify that the coordinate is located within the state boundary of South Dakota. If the coordinate is within the state, a "Map it!" link will appear that will take the user to that location. If the coordinate is not within the state, an error message will appear stating the coordinate is not within the state boundary and the incorrect coordinate will be highlighted. UTM coordinates should be calculated using NAD83 (North American Datum 83).
**Restricted:	Is the location of this property restricted? Select "Yes" or "No." Default setting is "No."

4. Bridge Details

SHPO ID:	Two-letter county code, three-number district code, and an individual site number. Format would be XX00000001 for an individual structure, XX00100001 for a structure within a district. Users will not need to enter this number. The number will be entered by the SHPO upon approving the record. Users can then return to the database to print a site form with the site number.
**Date Built:	Either by clicking on the date tool or entering a year, enter the date the bridge was constructed, using "c." for circa if exact year is not known.
Structural System:	Select the general method of construction for the bridge. Choose either pin-connected or rigid-connected (which would include riveted, bolted, or welded structures).
Type:	Select the appropriate type for the surveyed bridge.
Style:	Select the appropriate style for the surveyed bridge.
Materials:	Select the primary construction material.
Significant Person:	Enter the name of a significant person associated with the bridge. Guidelines mentioned in National Register Bulletin #15 *How to Apply the National Register Criteria for Evaluation* for determining if a significant person should be included should be followed.
Property Name:	Enter the bridge number assigned by the South Dakota Department of Transportation. If no such number is available, use another local or common name for the bridge.
Other Name:	Enter any additional names identified with the bridge.
Length:	Enter the overall bridge length in feet.
Number of spans:	Enter the total number of spans.
Approach Span Type:	Brief description of approach span type.
Occupied:	Is the bridge currently in use? Select "Yes" or "No."
Accessible:	Is the bridge currently easily accessible? Select "Yes" or "No."
Altered/Moved:	Briefly describe any alterations to the bridge along with dates.
**Physical Notes:	Provide a brief description of the bridge as well as its condition.

**UTM Zone:	Select the appropriate UTM zone from the list, either "13" or "14."
**UTM Coordinates:	Enter the UTM easting and northing coordinates collected in the field with GPS equipment. Then click "Validate X/Y" to verify that the coordinate is located within the state boundary of South Dakota. If the coordinate is within the state, a "Map it!" link will appear that will take the user to that location. If the coordinate is not within the state, an error message will appear stating the coordinate is not within the state boundary and the incorrect coordinate will be highlighted. UTM coordinates should be calculated using NAD83 (North American Datum 83).
**Restricted:	Is the location of this property restricted? Select "Yes" or "No."

5. Cemetery Details

SHPO ID:	Two letter county code, three number district code, and an individual site number. Format would be XX00000001 for an individual structure, XX00100001 for a structure within a district. Users will not need to enter this number. The number will be entered by the SHPO upon approving the record. Users can then return to the database to print a site form with the site number.
Cultural Affiliation:	Enter any known affiliation of the cemetery with a cultural group.
**Years from Tombstones:	Enter the range of years taken from the oldest and newest tombstones or cemetery records.
**Date Started:	Either by clicking on the date tool or entering a year, enter the date the cemetery was started, using "c." for circa if exact year is not known.
Occupied:	Is the cemetery currently being used? Select "Yes" or "No."
Accessible:	Is the cemetery currently easily accessible? Select "Yes" or "No."
Historic Function:	Select the appropriate historic function, either "cemetery" or "graves/burials."
Current Function:	Select the current function of the property from the list. If the property still serves as a cemetery, select "funerary."
Current Subfunction:	After selecting the current function, a list of possible subfunctions will be available in the current subfunction field. If the property is still a cemetery and "funerary" is selected as the current function, "cemetery," "graves/burials," or "mortuary" will be the available options.
Property Name:	Common or historic name of the cemetery.
Other Name:	Enter any additional names associated with the cemetery.
Started By:	Enter the group or person who started the cemetery, i.e. town, church, or individual.
**Notes:	Enter a brief description of the landscape, any unusual markers, etc.
**UTM Zone:	Select the appropriate UTM zone from the list, either "13" or

	"14."
**UTM Coordinates:	Enter the UTM easting and northing coordinates collected in the field with GPS equipment. Then click "Validate X/Y" to verify that the coordinate is located within the state boundary of South Dakota. If the coordinate is within the state, a "Map it!" link will appear that will take the user to that location. If the coordinate is not within the state, an error message will appear stating the coordinate is not within the state boundary and the incorrect coordinate will be highlighted. UTM coordinates should be calculated using NAD83 (North American Datum 83).
**Restricted:	Is the location of the cemetery or graves restricted? Select "Yes" or "No."

C. Photographs / Site Maps

The final page of the survey form includes space to include a sketch map and photographs of the property. Draw a simple map of the site showing building location and camera angle for photos. For districts such as farms, all structures and photo locations should be indicated on a single sketch map. Attach contact prints of the surveyed property or insert digital thumbnail images into the form. This page can then be printed off and attached to the printed copy of the survey forms.

For All Forms:

1. Photographs:
Black-and-white contact sheets or approved digital images are required, generally with 2-3 shots of each structure. Negatives and CD-Rs will be stored at the SD SHPO. Photographs must be printed on approved paper.

Photographs should be taken from the corners of the structure to show as many sides as possible, a photo log should be used to document:
> 1. Photo number
> 2. Name and address of property
> 3. Month and Year of the photograph
> 4. Description of view, including camera direction

See Appendix A for SD SHPO survey photography guidelines.

2. Maps:
A USGS map showing the location of surveyed properties is also required. Location of properties surveyed must be marked with site numbers.

For in town surveys, the area of the survey should be marked on the USGS map. A city map showing the exact location and address of the individual properties is also required.

Original materials must be submitted to the SD SHPO. Photocopies of maps or photographs will not be accepted.

D. Interactive Map

The interactive map incorporated into the SD SHPO online database can be accessed one of two ways. First, the map can be accessed by clicking the "Interactive Map" link at the bottom of the page. This will take you to the below screen:
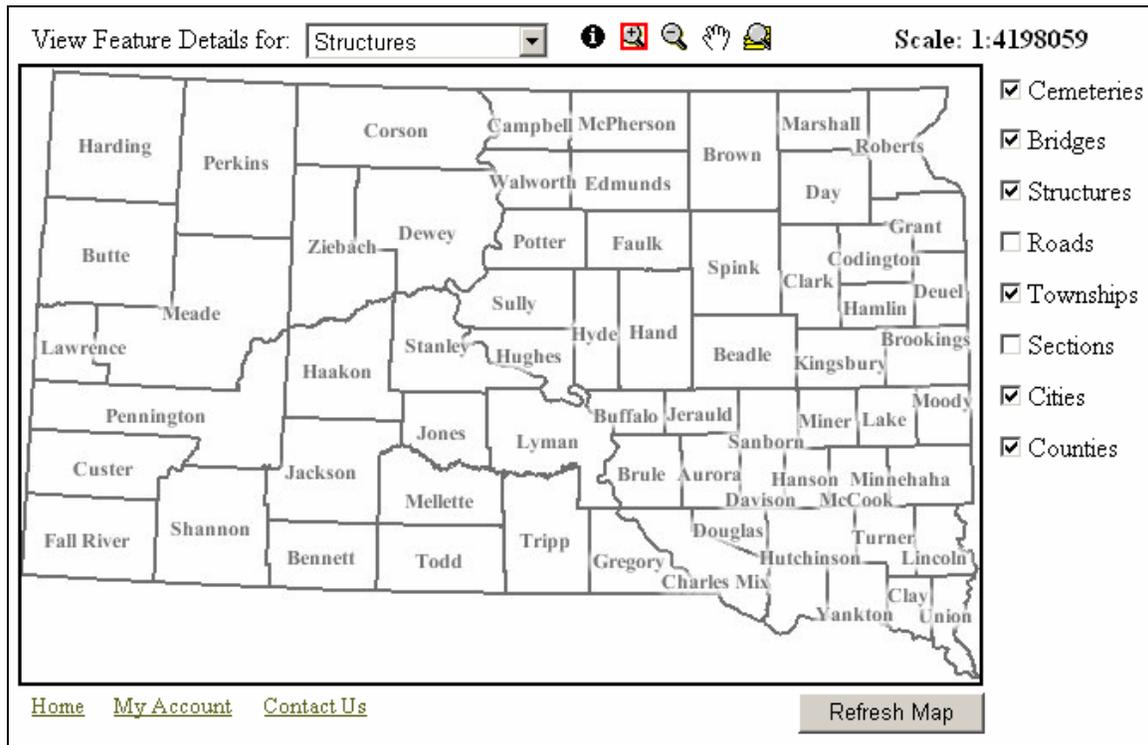
The second way to access the map is to click the "Map it!" link that appears after clicking "Validate X/Y" (shown below) when adding a new record or viewing an existing record. This option will zoom in directly to that record on the map.

III. <u>INTENSIVE LEVEL SURVEY</u>

The intensive level survey consists of the structure form as well as the more-detailed intensive survey form, which includes additional site information, National Register eligibility, history and context information, and a more in-depth architectural description of the principal structure. The reconnaissance structure form must be included for each structure intensively surveyed.

Fill in the reconnaissance structure forms first for the site if one has not been completed previously. The intensive survey form can be accessed in the SD SHPO online database either in an existing or new record by clicking "Add/View Intensive Details."

A. Intensive Level Details Form

Porch Type:	Indicate the construction material and/or type of porch.
Porch Location:	Indicate the location of the porch.
Porch Height:	Enter the approximate height of the porch in feet.
Porch Roof:	Enter the roof type for the porch (i.e. gable, hip, etc.)
Bays/Towers Type:	Indicate the type (square, round, etc.) and approximate height of each tower or bay.
Bays/Towers Loc.:	Describe the location of any bays or towers on the structure.
Window Type:	Indicate the general window type and glazing pattern (for example, double hung sash, 12 over 12, or casement). Also indicate any unusual windows such as stained glass, beveled glass, unusual division patterns such as diamond panes etc.
Window Location:	Indicate the locations of the windows, especially any unique windows (for example, N side 2nd floor).
Chimney Type:	Indicate the construction materials and any other features of any chimneys and/or ventilators on the building.
Chimney Location:	Indicate the location of all chimneys.
Dormers Type:	Indicate the type of each dormer (for example, hipped, gabled, shed, eyebrow, etc.)
Dormers Location:	Indicate the location of each dormer.
Door Type:	Indicate the type and glazing pattern (if any) of each door (for example, paneled with half glazing or brass frame with full glazing).
Door Location:	Indicate the location of each door.
Interior:	Briefly describe the interior especially any noteworthy interior features. There is no need to repeat information about features in every room.
Architecture Details:	Note any exterior architectural features not noted in the description of individual elements above. This is the place to note worthwhile decorative features such as dentils, cornices, etc.

For the following condition fields, select Excellent, Good, Fair, or Poor:
  A. Overall Condition:
  B. Foundation Condition:
  C. Wall Condition:
  D. Window Condition:
  E. Roof Condition:
  F. Porch Condition:
  G. Interior Condition:

For the following fields, it will not always be possible to obtain complete information on every site and often only a few of these fields can be completed. However, this section serves as a checklist of questions that should be asked in the field and the kinds of information that should be researched for each site.

Original Owner:	Identify the original owner of the property.
Owner Origins:	Identify the original owner's origins (place of birth, ancestral country, etc.)
Date of Area Settlement:	Write in the date the site was settled or the institution, such as a church or school, was founded.
Date Area Platted:	If applicable for the site, identify the date the town and the addition where the site is located were platted.
Owner Info:	Write in the information about the owner, including occupation, religious affiliation, social organizations, etc. Do not assume that all farmers were only farmers. Write in the name of the church, if any, that the first owner belonged to. If this information is not available from the present owner of the site, be on the lookout when surveying cemeteries for the names of the historic owners of the surveyed sites. Record the information from the gravestone on the site form. Write in the name of the fraternal organization or lodge that the first owners belonged to. This could be a Czech CZBJ hall, a community Finn Hall, the Masonic Lodge or Elks Club. Other organizational affiliations are important as well. Such things as membership in a co-operative, temperance society or library guild should be noted, if the information is available.
Other Owners:	Fill in the names and dates for any other previous owners.
Significant Person:	Enter the name of a significant person associated with the property. Guidelines mentioned in National Register Bulletin #15 *How to Apply the National Register Criteria for Evaluation* for determining if a significant person should be included should be followed.
Builder:	Write in the name of the architect of an architect-designed building. It is very important to discover this information for "high style" structures such as schools, churches, governmental buildings, and large commercial buildings. Be certain to record both design architects and supervising architects if both are indicated. Write in the name of the builder of the structure(s) on the site. Frequently, there will be more than one, so indicate the building and the builder. In the case of large buildings the builder may be a construction company. Guidelines mentioned in National Register Bulletin #16A *How to Complete the National*

	Register Registration Form for entering an architect/builder should also be followed.
Cultural Affiliation:	Enter the name of any archeological or ethnographic culture associated with the property. Guidelines mentioned in National Register Bulletin #16A *How to Complete the National Register Registration Form* for entering a cultural affiliation should be followed.
State Context Topic:	Select the context which is appropriate to the site. These contexts are the major headings of the outline. Write in the context and the Roman Numerals of the heading on this line. Example "III. Permanent Rural and Urban Pioneer Settlement." Next, select the theme or themes, which relate to the site. These are the subheadings on the outline. Write in the theme and the numbers of the theme on this line. Example "F. Industrial Structures and 2. Mining." See appendix.
History Notes:	Write history of the property including a statement of significance here. The statement of significance will relate to the State Plan and the Outline of Historic Contexts for Historical and Architectural Research. For a copy of this outline, see the appendices. Place the site within the history of context headings. The statement of significance must also mention the condition of the site. Therefore a separate sentence must address this topic. Neither of these statements should be too long or terribly elaborate. If you are having difficulty deciding which context and theme your site falls into, consult the Historic Contexts plan, which categorizes all the sites you are likely to encounter. The plan is a separate document and is available from the State Historical Preservation Office Program. Feel free to contact the Region Coordinator for assistance with this section as well.
Environmental Effects:	Describe any type of environmental effects on the property. These could include vegetation, weather, erosion, etc.

For the following fields, select YES if it exists or is true and NO if it is not:
- H.   Public Support:
- I.   Vandalism:
- J.   Threat:
- K.   Site Protected:
- L.   High Research Value
- M.   Alterations
- N.   Deteriorations:
- O.   Maintenance:
- P.   Stable:

B. Site and Floor Plans

Intensive level surveys should also include more detailed site and floor sketch plans. Draw a sketch plan of the entire site. Be certain to indicate all structures and related features such as fences, shelterbelts, streams, roadways, windmills, etc. in the plan. Try to indicate the relative distances by drawing the features in proper proportion to one

another. It is not necessary to measure, unless specifically requested to do so by the project manager. Be certain to label all features so that the position of the structures and features is easily understood from the sketch. It is also vital that individual structures be numbered and those numbers keyed to the building description. Indicate the orientation of the site with a north arrow. Indicate all roof pitches for each building in the drawing. Indicate the pitch of each roof element with an arrow pointing in the direction of the slope (pointing to the downward edge of the roof element).

Draw the floor plan of the first floor of the principal structure. Always try to record the floor plan of the buildings being surveyed if possible. These need only be a sketch and do not require great effort.   If the interior is inaccessible, draw the outline of the building and indicate all the door and window openings.

IV. <u>HISTORIC SURVEY REPORT SPECIFICATIONS</u>

A Historic Survey report should be prepared in the following format:

- ♦ Cover Sheet
- ♦ Abstract
- ♦ Table of Contents
- ♦ Introductory Page
- ♦ Survey Report Text
- ♦ Attachments

A. Cover Sheet

1. Title of report
2. Type of survey (i.e. reconnaissance survey)
3. Location (County, State, Address)
4. Government agency contracting for or sponsoring the survey
5. Contract and/or project number
6. Principal investigator and firm or research organization
7. Author/authors
8. Date of report

B. Abstract

1. the objectives for the survey
2. the specific Federal, State or Local involvement with the undertaking
3. a brief synopsis of survey objectives
4. area surveyed
5. general findings
6. an evaluation of how well the survey met the stated objectives

C. Table of Contents

D. Introductory Page

1. Name of Project
2. Project Description
3. Brief Description of the Area Surveyed
4. Project Location
    a. The counties the project or survey falls within
    b. The incorporated communities the project or survey falls within
    c. The 7.5" USGS Quadrangle maps that the project or survey falls within
5. Acreage/square miles of the survey/project area
6. Time frame (day, month, year) of survey work
7. Personnel, including titles
8. Locations of survey findings documentation and disposition of field notes and materials collected during the course of the survey/project

E. Survey Report Text

1. Setting--describe in general the setting of the project/survey area
    a. existing and historic land use (i.e. agricultural, residential, commercial, etc.)
    b. density of development
    c. general types of properties identified

2. Survey Methodology
    a. survey personnel qualifications per 36 CFR 61
    b. survey dates
    c. survey objectives
    d. sources researched and surveyed
    e. research design (This is critically important and should be developed in consultation with the SHPO)
    f. intensity of coverage (i.e. reconnaissance, intensive, etc.)
    g. evaluation of survey results (how well it meets the objectives)

3. Relevant Background Information
    Existing background information may include general data on the area's history and prehistory, information on its historical and contemporary environment and patterns of land or building use, as well as the documented results of previous identification and evaluation efforts.

    All surveyors should be familiar with the general concepts, information and historic contexts researched by the South Dakota State Historic Preservation Office. All properties should be evaluated within the *Historic Contexts for Historic and Architectural Resources in South Dakota*. A copy of this context is available through the SD SHPO.

    Efforts to identify previously conducted identification efforts undertaken in the same project or survey area must at a minimum include a review of the following: a) locally designated historic properties, b) properties listed on the National and State Registers, c) properties determined eligible for inclusion in the National Register, d) other compliance driven surveys, e) the South Dakota Inventory of Historic Places, and f) the State Historic Preservation Office listing of Intensive Survey Reports. This list should not be considered comprehensive and other previous and subsequent surveys might exist. This phase of the research should be sure to evaluate previous survey efforts according to present-day standards and requirements.

3. Survey Results
    Determine if any of the identified properties present in the project or survey area are noteworthy; clearly note if there is a need for further evaluation to determine their eligibility for the National Register of Historic Places. State the rationale for these preliminary conclusions for each eligible property by specific references to applicable National Register criteria and areas of significance.

4. Establish Further Survey Needs
    Based on the above assessment, the State Historic Preservation Office should determine any need for further research, such as field surveys or predictive modeling, to identify historic properties per 36 CFR 800.4(2)

F. Attachments

1. A list of the properties surveyed including: property name, owner and location sorted by address

2. A list of the individually eligible properties including: property name, owner, location

3. If a potential historic district is located in the surveyed area, a list must be provided including: property names, owners, address and location of the potential district; a clearly delineated map must be included

4. If the surveyed area is in a city, a city map with legend must be included

5. Samples of survey forms

* All survey forms, photographs, negatives, slides and maps are to become the property of the South Dakota State Historic Preservation Office at the completion of the project.

V. <u>ARCHITECTURAL RECORD SEARCHES</u>

Upon request, the Archaeological Research Center (ARC) in Rapid City will conduct archaeological *and* architectural record searches of potential project areas. A record search will provide the consultant with a list of known historic structures and previously surveyed structures for a given area.

To request a record search contact ARC by phone at (605) 394-1936, fax at (605) 394-1941, or email at jane.watts@state.sd.us . Please include the following information in your request:

- Legal location of project (township, range, section, quarter section)
- Map showing project location
- The desired search area (i.e. a one-mile search radius around a potential cell tower site, or simply a list of all townships, ranges, and sections to be searched)

This record search will not fulfill the Section 106 requirement for the National Historic Preservation Act of 1966.

APPENDICES

APPENDIX A:
SHPO SURVEY PHOTOGRAPHY GUIDELINES

General Considerations

Photographers must understand the subject and have a clear concept of what they are trying to accomplish. They must understand the historical context and key elements of the particular resource being photographed. This will help them decide what to photograph and from what vantage point so that the resulting images convey the importance of the structure.

1) A photographer must understand both the structure being photographed and the purpose of the photography.

> a) Misunderstanding the subject can lead to glaring errors in a photograph, i.e. cutting off part of the structure like bridge abutments or a failure to find an unobscured view. If planning allows, photographs that are taken in late fall or early winter, when leaves are off of the trees, may allow a more unobscured view.

2) The photograph should not have a distortion of straight lines caused by tilting the camera.

> a) To ensure sharp images, tripods are used and the camera is then leveled. If no tripod is available, hold the camera straight and as level as possible. Avoid pointing the camera up towards the top of the building.

3) Whenever possible, the camera position is chosen to avoid casting details into deep shadows, thus obscuring them.

> a) Avoid shooting into the sun, as the resource will be hidden in the shadows. Artificial lighting can be used on the interior of structures to lighten interior shadows.

4) Photography requires an eye for aesthetics.

> a) Have structures photographed from a perspective off center so the viewer looks into the photograph

> b) Minimize distracting foreground, opt for the sky not the pavement if you can do this by not tilting the camera position. You may get a better composition by standing on your bumper, a stool, or ladder.

A photographer has a two-part obligation:

1) To provide technically good and aesthetically pleasing photographs.

2) To provide photographs that convey the importance of the structure and gives enough information for viewers to make their own analysis of the resource.

There is no predetermined quantity of pictures per resource. Remember that the structure should be photographed in its environment. Also, be sure to photograph any noteworthy details.

Single building or structure:
   a) Take a photograph of each elevation. Use judgement for the rear of the building.

   b) Often, all four elevations can be recorded with two images, if they are taken from corresponding corners.

District:
   a) Take a photograph of each building/structure/object. Also, take an overall photograph of the entire streetscape. Do not worry about taking too many. Districts require a large number of photographs.

Camera placement:

Stand off center for the facade photograph as explained earlier. The remaining photographs should be taken so that as much of the building elevation can be seen as possible.

Photograph Log:

Be certain to keep an accurate photograph log for both digital and black-and-white photographs. This is very important because it may be weeks before the film is developed or the digital photographs processed, do not count on your memory. Also, you may be taking multiple shots of properties that look identical. A photograph log helps to eliminate confusion. A tape recorder can be valuable, as well as a written log or map/key. If a map or floor plan is available, the photographer can record exactly where they were standing for each image.

Technical Requirements

There are two options for submitting photographs for architectural surveys: traditional black-and-white or digital images. The previously mentioned general considerations should apply to both black-and-white and digital photographs. Be sure to confer with the SD SHPO prior to fieldwork to discuss any questions regarding these guidelines.

1. Black-and-White Film

Traditional black-and-white photographs should be taken and processed according to National Park Service guidelines found in National Register Bulletin #16A *How to Complete the National Register Registration Form*. This option represents **no change** from previous standards.

Processing Film

Standard processing includes a contact sheet of each roll printed on 8 x 10 photographic paper for general reference, and six to ten representative prints for the survey report that are at least 3 1/2" x 5" prints. Be sure that the black-and-white prints are properly developed. Do not use film that requires developing through the C-41 process. Sometimes black-and-white prints have a tint indicating that they were developed in a color process or that their processing was not completed. These are unlikely to be archivally stable and will not be accepted by the SD SHPO.

Organizing Negatives and Contact Sheets

All negatives from a film roll are placed in numerical order and face up in individual negative sleeves for each property. The county code, film roll number, survey name, property address and year must be marked at the top of the sleeve. These sleeves are then put in folders marked with county, contents of file, survey name and year.

Basic Requirements

Photographic prints must be:
- unmounted (do not affix photographs to forms by staples, clips, glue, or any other material
- at least 3 ½ by 5 inches
- printed on double or medium-weight paper having a standard finish (matte, glossy, satin).

Labeling Photographs

The preferred way to label photographs is to print in *pencil* on the back of the photograph. Do not use adhesive labels. The following information should be Included:

1. Name of property, or for districts, the name of the building or street address followed by the name of the district
2. City, County and State where the property is located
3. Name of Photographer
4. Date of Photograph
5. Location of original negative
6. Description of view indicating direction of camera
7. Photograph number (this number can be noted on an accompanying sketch map to identify the vantage point of the photograph)

> **EXAMPLE:**
> Wessington Springs United Methodist Church
> Jerauld County, South Dakota
> Lynda B. Schwan
> April 1999
> SD SHPO
> Northwest
> Survey Number

2. Digital Photographs

Digital images will be accepted for surveys according to the following standards.

Basic Requirements

- Saved as an uncompressed JPEG or TIFF
- Each image size must be at least 1600x1200

Naming Images

Digital images should be named with the SD SHPO site number, a property name, and the number of the image. This name should correspond to the submitted photo log. For example:
DA00000123_SmithHouse1.jpeg; DA00000123_SmithHouse2.jpeg, etc.

If the SD SHPO site number is not available, use the property address or some other identifier that corresponds to the photo log and then enter the site number later.

Printing Digital Images

Basic requirements of standard black-and-white prints also apply to digital prints. They should be at least 3 ½ by 5 inches, unmounted, and printed in black and white on archival-quality photo paper. The ink and paper combinations set by the National Park Service (see *National Register of Historic Places and National Historic Landmarks Survey Photo Policy Expansion, March 2005*, available online at http://www.cr.nps.gov/nr/policyexpansion.htm) should be used as a reference. Printed digital images should be labeled the same as standard black-and-white prints. Index pages with small thumbnails of the images arranged like black-and-white contact sheets would also be beneficial if submitted along with a photo log.

Submitting CD-Rs

Any digital prints and additional color digital images should also be submitted on CD-Rs. Photo logs for images saved on a CD-R should be enclosed with or attached to that particular CD-R. CD-Rs should be labeled with a project name, agency/company, month/year of photographs, project/contract # (if applicable), and the range of site numbers saved on the CD-R. For example:

Reconnaissance Level Architectural Survey of Hughes County, SD
ABC Consultants, Pierre, SD
September 2006
Contract # SD-06-20
Photos: HU00001234 to HU00001265

APPENDIX B: COUNTY CODES

AU-Aurora

BE-Beadle
BT-Bennett
BO-Bon Homme
BK- Brookings
BN-Brown
BR-Brule
BF-Buffalo
BU-Butte

CA-Campbell
CH-Charles Mix
CK-Clark
CL-Clay
CD-Codington
CO-Corson
CU-Custer

DV-Davison
DA-Day
DE-Deuel
DW-Dewey
DG-Douglas

ED-Edmunds

FA-Fall River
FK-Faulk

GT-Grant
GR-Gregory

HK-Haakon
HL-Hamlin
HS-Hanson
HD-Hand
HN-Harding
HU-Hughes
HT-Hutchinson
HE-Hyde

JK-Jackson
JE-Jerauld
JN-Jones

KB-Kingsbury

LK-Lake
LA-Lawrence
LN-Lincoln
LM-Lyman

ML-Marshall
MK-McCook
MP-McPherson
MD-Meade
MT-Mellette
MN-Miner
MH-Minnehaha
MO-Moody

PN-Pennington
PE-Perkins
PO-Potter

RO-Roberts

SB-Sanborn
SH-Shannon
SP-Spink
ST-Stanley
SL-Sully

TD-Todd
TP-Tripp
TU-Turner

UN-Union

WW-Walworth

YK-Yankton

ZE-Ziebach

APPENDIX C:
OUTLINE OF SOUTH DAKOTA HISTORIC CONTEXTS

I. PRE-SIOUX HABITATION (Prehistory: 12,000 B.C. to 1750 A.D.)

II. SIOUX ERA (1750 to Present)

    A. Indigenous Peoples Sites and Structures
        1. Yankton Sioux
            a. Yankton
            b. Yanktonai
        2. Santee Sioux
            a. Mdewakanton
            b. Wahpekute
            c. Sisseton
            d. Wahpeton
        3. Teton
            a. Brule
            b. Oglala
            c. Two Kettle
            d. Minneconjou
            e. Sans Arc
            f. Hankpapa
            g. Blackfoot
    B. Government-Constructed Sites Structures (1851 to Present)
    C. Christian Missions (1750 to Present)

III. EARLY COMMERCIAL EXPLOITATION & MILITARY PRESENCE (1750 to 1946)

    A. Fur Trading Posts (1750 to 1860)
    B. Military Forts & Encampments (1856 to 1946)

IV. PERMANENT RURAL & URBAN PIONEER SETTLEMENT (1853 to Present)

    A. Claim Structures (1858 to 1893, 1894-1929)
    B. Ethnic Enclaves (1858 to Present)
        1. Czechs
        2. Finns
        3. German-Russians
        4. Danes
        5. Dutch
        6. Swedes
        7. Norwegians
        8. Germans
        9. Poles
        10. Jewish
        11. Chinese

12. Swiss
13. Blacks
14. British Isles
      a. English
      b. Welsh
      c. Scottish
      d. Cornish
      e. Irish
15. Italians
16. Slavonians (Yugoslavians)
17. Luxumbergers
18. French

C. Permanent Farm & Ranch Settlement (1858 to 1893)
D. Urban Development
    1. Commercial Structures (1858 to 1893)
    2. Residences (1858 to 1899)
E. Government and Education-Related Activities (1861 to Present)
F. Industrial
    1. Non-Mining (1858 to 1893)
    2. Mining (1874 to Present)
G. Transportation
    1. Railroad (1872 to Present)
    2. Non-Automobile Land Routes (1858 to 1893)
    3. River (1813 to 1936)
H. Religion (1858 to Present)

V. Depression & Rebuilding (1893 to 1929)

A. Changing Urban Patterns
    1. Abandonment of Small Towns
    2. Rebuilding of Commercial Centers in Larger Towns
    3. Residential Changes: Development of Suburbs, New Building
       Materials, & Pattern Book Architecture
B. Evolution of Modern Industrial Structures
C. Civic Improvements & New Government-related Structures
D. Social Organization Halls
E. Changing Rural Patterns & Impact of New Farm Technologies
    1. Pattern Book Structures
    2. Rural Industries & Agribusiness
F. Recreation & Tourism Structures
G. New Transportation Facilities & the Impact of the Automobile

VI. FEDERAL RELIEF PROGRAMS IN SOUTH DAKOTA (1929 to 1941)

VII. WORLD WAR II AND POST-WAR

APPENDIX D: SOURCES

This is a checklist of sources the surveyors should consult in order to research the history of the site. Again, some of these sources may not be available or relevant for a particular project.

I. <u>Oral Interviews</u>

Write in the information learned from an oral interview in the appropriate places on the form or on a separate sheet of paper.

II. <u>Atlases</u>

There were many atlases printed of counties across the state and today these form a valuable historic resource as these atlases indicate the names of the owners in rural and sometimes urban areas as well. Check the local library in the county seat or major town where you are working for copies of these atlases. Also the State Historic Preservation Office has a map index from the state's major research libraries. Prior to the start of fieldwork, the surveyors should check with the SD SHPO to see what maps are available for their area.

III. <u>County History</u>

Many counties have very useful county histories written about the region. Read these histories for information on the general history of the survey area and for any specific information on the families associated with the sites. Write the name of the publication and pertinent pages on this line. For information on which county histories are available in your area, see Lesta Van Der Wert Turchen and James D. McLaird, *County and Community: A Bibliography of South Dakota Local Histories.*

IV. <u>Deed Abstracts</u>

If the precise legal description of a farm or building is known, the ownership of the property can be traced through deed abstracts at the county courthouse. This information is available in the Register of Deeds office, and it is best to ask the personnel in that office to show you how to use these records. The information you will obtain will be the owners' names, and if there is a significant change in the price of a property, you can sometimes estimate the date a structure was erected. Occasionally the abstract will list the buildings on the site at the time the property changed ownership. List this information on an attached piece of paper.

V. <u>Tax Records</u>

In urban settings much useful information can be gathered using municipal property tax assessment records. Often the tax assessor will record the age of a building and

document change over time. These are also the best way to gather current ownership information.

VI. **Sanborn-Ferris Maps**

These maps are fire insurance company maps of cities and towns in South Dakota. They contain useful information on the location, name and configuration of buildings in towns at certain points in time. The South Dakota State Historical Society at the Cultural Heritage Center in Pierre has an inventory list of these maps. Consult this list prior to starting survey in order to obtain copies of these maps for your use.

VII. **Census Material**

Census records will give a general location of where a person was living at the time of the census. If you already know the name of the owner, but wish to have more information about that person, the census records or cards will tell you the occupations of the working family members, the size of the family, the names and dates of birth of the children, the place of origin of the parents and dates of arrival in the United States and the education and literacy of the family. This information is especially useful for ethnic studies. The South Dakota State Historical Society at the Cultural Heritage Center in Pierre has microfilm of the manuscripts of the 1900 and 1910 Federal Censuses and microfilm of the 1880 State Census. Attach separate pages for the information gathered from the census material.

VIII. **Historic Photos**

Historic photographs are an excellent source of information. If possible, always make copies of pertinent photographs either with your camera or with a copying machine. List the name of the photograph and the date it was taken.

IX. **Manuscripts**

These are unpublished materials that may be found in the local library, which contain valuable historic information. Write the title and the author of the manuscript as well as the date of writing. Also indicate where the manuscript is located.

X. **Directories**

For urban surveys the local library may have a selection of historic directories which are indexed by street address. In such cases information relating to past occupants and changes in use may be obtained. When surveying a neighborhood it is useful to select a common date, preferably just after the neighborhood was developed and record directory information for all sites in the neighborhood. This can provide a valuable overview of the character of the neighborhood and the people who lived there.

APPENDIX: E

**SOUTH DAKOTA STATE HISTORIC PRESERVATION OFFICE
SURVEY FORMS AND MASTER LISTS**

HISTORIC SITES SURVEY
STRUCTURE FORM MASTER LIST

HISTORIC SIGNIFICANCE

OWNER CODE
F = Federal government
S = State government
L = Local government
P = Private

DOE
Future Eligible
Not Eligible
NR Eligible
SR Eligible
Tabled
Unevaluated

REASON INELIGIBLE
Lack of Integrity
Less than 50 years old
Other
Outside Period of Significance

NOMINATION STATUS
Board Reject
Demolished
DOE
NR Listed
Owner Object
Removed
SR Listed
Tabled

CATEGORY
Building
District
Object
Site
Structure

STRUCTURE DETAILS

FUNCTION (CURRENT AND HISTORIC)
DOMESTIC
COMMERCE/TRADE
SOCIAL
GOVERNMENT
EDUCATION
RELIGION
FUNERARY
RECREATION AND CULTURE
AGRICULTURE/SUBSISTENCE
INDUSTRY/PROCESSING/EXTRACTION
HEALTH CARE
DEFENSE
LANDSCAPE
TRANSPORTATION
WORK IN PROGRESS
UNKNOWN
VACANT/NOT IN USE
DEMOLISHED
OTHER

SUB-FUNCTION (CURRENT AND HISTORIC)
DOMESTIC
   1. single dwelling
   2. multiple dwelling
   3. secondary structure
   4. hotel
   5. institutional housing
   6. camp
   7. village site
COMMERCE/TRADE
   1. business
   2. professional
   3. organizational
   4. financial institution
   5. specialty store
   6. department store
   7. restaurant
   8. warehouse
   9. trade (archeology)
SOCIAL
   1. meeting hall
   2. clubhouse
   3. civic
GOVERNMENT
   1. capitol
   2. city hall
   3. correctional facility
   4. fire station
   5. government office
   6. diplomatic building
   7. custom house
   8. post office
   9. public works
   10. courthouse
EDUCATION
   1. schools
   2. college
   3. library
   4. research facility
   5. education-related
RELIGION
   1. religious facility
   2. ceremonial site
   3. church school
   4. church-related residence
FUNERARY
   1. cemetery
   2. graves/burials
   3. mortuary
RECREATION AND CULTURE
   1. theater
   2. auditorium
   3. museum
   4. music facility
   5. outdoor recreation
   6. fair
   7. monument/marker
   8. work of art
AGRICULTURE/SUBSISTENCE
   1. processing
   2. storage
   3. agricultural field
   4. animal facility
   5. fishing facility or site
   6. horticultural facility
   7. agricultural outbuilding
   8. irrigation facility
INDUSTRY/PROCESSING/EXTRACTION
   1. manufacturing facility
   2. extractive facility
   3. waterworks
   4. energy facility
   5. communications facility
   6. processing site
   7. industrial storage
HEALTH CARE
   1. hospital
   2. clinic
   3. sanitarium
   4. medical business/office
   5. resort
DEFENSE
   1. arms storage
   2. fortification
   3. military facility
   4. battle site
   5. coast guard facility
   6. naval facility
   7. air facility
LANDSCAPE
   1. parking lot
   2. park
   3. plaza
   4. garden
   5. forest
   6. unoccupied land
   7. underwater
   8. natural feature
   9. street furniture/object
   10. conservation area
TRANSPORTATION
   1. rail-related
   2. air-related
   3. water-related
   4. road-related (vehicular)
   5. pedestrian-related
WORK IN PROGRESS
UNKNOWN
VACANT/NOT IN USE
DEMOLISHED
OTHER

FOUNDATION
Brick
Concrete
None
Other
Stone
Tile Block
Unknown/Not Visible
Wood

STRUCTURE DETAILS (cont.)

ROOF MATERIAL
Asbestos
Asphalt
Brick
Concrete
Fiberglass
Metal
N/A
Other
Plastic
Rubber Membrane
Slate
Sod
Stone
Tar
Tile
Unknown/Not Visible
Wood

ROOF SHAPE
Arch
Conical
Cross Gable
Dome
Flat
Gable
Gambrel
Hip
Hipped Gable
Jerkinhead
Mansard
Monitor
N/A
Other
Parapet
Pyramidal
Round
Saltbox
Shed
Truncated Hip

STRUCTURAL SYSTEM
Brick
Chalkrock
Concrete
Earth
Log
Metal
N/A
Other
Stone
Tile Block
Wood Frame

STYLE
Arched Barn
Art Deco
Beau Arts
Colonial Revival
Commercial
Contemporary
Craftsman
Czech Barn
Dutch Barn
Egyptian Revival
Finnish Barn
Folk Victorian
Geodesic Dome
Gothic Revival
International
Italianate
Italian Renaissance
Lustron
Mansard
Midwest/Transverse Frame
Minimal Traditional
Mission
Mixed
Moderne
Mountain Horse Barn
Neoclassical Revival
Neoclassical/Classical Revival
Neocolonial
Neo-French
Neo-Mediterranean
Neo-Tudor
Neo-Victorian
No Style
Other
Pole Barn
Post-Modern
Prairie
Queen Anne
Ranch
Renaissance Revival
Romanesque Revival
Round/Polygonal Barn
Second Empire
Shed
Shingle
Split Level
Stick/Eastlake
Swedish Barn
Tudor Revival
Wisconsin Dairy Barn

TYPE
A-Frame
Bank Barn
Barn
Basement House
Bungalow
Chicken Coop
Cistern
Combination
Commercial
Corn Crib
Cross Gable
Depot
Duplex
Electric Pole

Falsefront
Feeder
Foursquare
Gable and Wing
Gable Front
Garage
Grain Bins
Grain Elevator
Granary
Hog House
Irrigation System
L Shape
Mobile Home
Other
Prefab House
Privy
Pyramidal
Quonset
Raised Barn
Rectangular
Root/Storm Cellar
Round
Shed
Side Gable
Silo
Silo
Sod House
T Shape
Water Tower
Well
Well House
Windmill

WALLS
Adobe
Aluminum
Asbestos
Asphalt
Brick
Chalkrock
Concrete
Earth
Granite
Limestone
Log
Masonite
Metal
N/A
Other
Permastone
Plastic
Quartzite
Sandstone
Slate
Stone
Stucco
Terra Cotta
Tile Block
Vinyl
Wood

SOUTH DAKOTA STATE HISTORIC PRESERVATION OFFICE

HISTORIC SITES SURVEY STRUCTURE FORM

SITE INFORMATION

*SURVEY DATE: _____   *ADDRESS: _____

*SURVEYOR: _____   *COUNTY: _____

*CITY: _____

LOCATION DESCRIPTION: _____

_____

_____

LEGAL DESCRIPTION: _____

_____

*QUARTER 1: _____   OWNER NAME: _____

*QUARTER 2: _____   OWNER ADDRESS: _____

*TOWNSHIP: _____   OWNER CITY: _____

*RANGE: _____   OWNER STATE: _____

*SECTION: _____   OWNER ZIP: _____

ACRES: _____   QUAD NAME: _____

OWNER CODE 1: F   S   L   P

OWNER CODE 2: F   S   L   P

OWNER CODE 3: F   S   L   P

HISTORIC SIGNIFICANCE

*DOE: _____   REGISTER NAME: _____

*DOE DATE: _____   MULTIPLE PROPERTY NAME: _____

REASON INELIGIBLE: _____   _____

CATEGORY: _____

NOMINATION STATUS: _____   SIGNIFICANCE LEVEL 1: N   S   L

DATE LISTED: _____   SIGNIFICANCE LEVEL 2: N   S   L

REFERENCE NUMBER: _____

HISTORIC DISTRICT RATING: C or NC   CRITERIA 1: A   B   C   D

PERIOD: _____   CRITERIA 2: A   B   C   D

CRITERIA 3: A   B   C   D

CRITERIA 4: A   B   C   D

SIGNIFICANCE NOTES: _____

_____

_____

HISTORIC SITES SURVEY STRUCTURE FORM

STRUCTURE DETAILS

SHPO ID: _____

*PROPERTY NAME: _____

OTHER NAME: _____

CURRENT FUNCTION: _____ **FOUNDATION:** _____

CURRENT SUBFUNCTION: _____ **ROOF MATERIAL:** _____

HISTORIC FUNCTION: _____ **ROOF SHAPE:** _____

HISTORIC SUBFUNCTION: _____ **STRUCTURAL SYSTEM:** _____

STYLE: _____

OCCUPIED: YES or NO **TYPE:** _____

ACCESSIBLE: YES or NO **WALLS:** _____

STORIES: _____ **SIGNIFICANT PERSON:** _____

*DATE OF CONSTRUCTION: _____ **CULTURAL AFFILIATION:** _____

ALTERED/MOVED NOTES: _____

_____

_____

_____

INTERIOR NOTES: _____

_____

_____

OTHER NOTES: _____

_____

_____

_____

*PHYSICAL NOTES: _____

_____

_____

_____

_____

_____

*UTM ZONE: _____ ***RESTRICTED: Y or N**

*UTM EASTING: _____

*UTM NORTHING: _____

* = REQUIRED FIELD

SKETCH MAP

PHOTOGRAPHS

PHOTOGRAPHER:		ROLL NUMBER:	
DATE OF PHOTO:		PHOTO NUMBER:	
		CAMERA DIRECTION:	

SOUTH DAKOTA STATE HISTORIC PRESERVATION OFFICE

HISTORIC SITES SURVEY
BRIDGE AND CEMETERY FORMS MASTER LIST

HISTORIC SIGNIFICANCE

OWNER CODE
F = Federal government
S = State government
L = Local government
P = Private

DOE
Future Eligible
Not Eligible
NR Eligible
SR Eligible
Tabled
Unevaluated

REASON INELIGIBLE
Lack of Integrity
Less than 50 years old
Other
Outside Period of Significance

NOMINATION STATUS
Board Reject
Demolished
DOE
NR Listed
Owner Object
Removed
SR Listed
Tabled

CATEGORY
Building
District
Object
Site
Structure

BRIDGE DETAILS

STRUCTURAL SYSTEM
Pin-connected
Rigid-connected

TYPE
Arched
Channel Beam
Culvert
Deck
Girder
Other
Pony Truss
Slab
Stringer
T-Beam
Through Truss

STYLE
Bedstead
King Post
Lattice
No Style
Other
Parker
Pratt
Pratt Half-Hip
Queen Post
Warren
Warren-Polygonal

MATERIALS
Concrete
Other
Steel
Stone
Timber

CEMETERY DETAILS

HISTORIC FUNCTION
Cemetery
Graves/Burials

CURRENT FUNCTION
DOMESTIC
COMMERCE/TRADE
SOCIAL
GOVERNMENT
EDUCATION
RELIGION
FUNERARY
RECREATION AND CULTURE
AGRICULTURE/SUBSISTENCE
INDUSTRY/PROCESSING/
    EXTRACTION
HEALTH CARE
DEFENSE
LANDSCAPE
TRANSPORTATION
WORK IN PROGRESS
UNKNOWN
VACANT/NOT IN USE
DEMOLISHED
OTHER

CURRENT SUB-FUNCTION
DOMESTIC
1. single dwelling
2. multiple dwelling
3. secondary structure
4. hotel
5. institutional housing
6. camp
7. village site
COMMERCE/TRADE
1. business
2. professional
3. organizational
4. financial institution
5. specialty store
6. department store
7. restaurant
8. warehouse
9. trade (archeology)
SOCIAL
1. meeting hall
2. clubhouse
3. civic
GOVERNMENT
1. capitol
2. city hall
3. correctional facility
4. fire station
5. government office
6. diplomatic building
7. custom house
8. post office
9. public works
10. courthouse
EDUCATION
1. schools
2. college
3. library
4. research facility
5. education-related
RELIGION
1. religious facility
2. ceremonial site
3. church school
4. church-related
residence
FUNERARY
1. cemetery
2. graves/burials
3. mortuary
RECREATION AND CULTURE
1. theater
2. auditorium
3. museum
4. music facility
5. outdoor recreation
6. fair
7. monument/marker
8. work of art
AGRICULTURE/SUBSISTENCE
1. processing
2. storage
3. agricultural field
4. animal facility
5. fishing facility or site
6. horticultural facility
7. agricultural outbuilding
8. irrigation facility
INDUSTRY/PROCESSING/
EXTRACTION
1. manufacturing facility
2. extractive facility
3. waterworks
4. energy facility
5. communications
facility
6. processing site
7. industrial storage
HEALTH CARE
1. hospital
2. clinic
3. sanitarium
4. medical
business/office
5. resort
DEFENSE
1. arms storage
2. fortification
3. military facility
4. battle site
5. coast guard facility
6. naval facility
7. air facility
LANDSCAPE
1. parking lot
2. park
3. plaza
4. garden
5. forest
6. unoccupied land
7. underwater
8. natural feature
9. street furniture/object
10. conservation area
TRANSPORTATION
1. rail-related
2. air-related
3. water-related
4. road-related
(vehicular)
5. pedestrian-related
WORK IN PROGRESS
UNKNOWN
VACANT/NOT IN USE
DEMOLISHED
OTHER

* = REQUIRED FIELD

SOUTH DAKOTA STATE HISTORIC PRESERVATION OFFICE
HISTORIC SITES SURVEY BRIDGE FORM

SITE INFORMATION

*SURVEY DATE: _____   ***ADDRESS:** _____

*SURVEYOR: _____   ***COUNTY:** _____

*CITY: _____

LOCATION DESCRIPTION: _____

_____

LEGAL DESCRIPTION: _____

*QUARTER 1: _____   **OWNER NAME:** _____

*QUARTER 2: _____   **OWNER ADDRESS:** _____

*TOWNSHIP: _____   **OWNER CITY:** _____

*RANGE: _____   **OWNER STATE:** _____

*SECTION: _____   **OWNER ZIP:** _____

ACRES: _____   **QUAD NAME:** _____

OWNER CODE 1:   F   S   L   P

OWNER CODE 2:   F   S   L   P

OWNER CODE 3:   F   S   L   P

HISTORIC SIGNIFICANCE

*DOE: _____   **REGISTER NAME:** _____

*DOE DATE: _____   **MULTIPLE PROPERTY NAME:** _____

REASON INELIGIBLE: _____

CATEGORY: _____

NOMINATION STATUS: _____   **SIGNIFICANCE LEVEL 1:   N   S   L**

DATE LISTED: _____   **SIGNIFICANCE LEVEL 2:   N   S   L**

REFERENCE NUMBER: _____

HISTORIC DISTRICT RATING: C   or   NC   **CRITERIA 1:   A   B   C   D**

PERIOD: _____   **CRITERIA 2:   A   B   C   D**

CRITERIA 3:   A   B   C   D

CRITERIA 4:   A   B   C   D

SIGNIFICANCE NOTES: _____

_____

_____

* = REQUIRED FIELD   1

SOUTH DAKOTA STATE HISTORIC PRESERVATION OFFICE
HISTORIC SITES SURVEY BRIDGE FORM

BRIDGE DETAILS

SHPO ID: _____

*DATE BUILT: _____   **SIGNIFICANT PERSON:** _____
STRUCTURAL SYSTEM: _____   ***BRIDGE NAME:** _____
TYPE: _____   **OTHER NAME:** _____
STYLE: _____   **LENGTH:** _____
MATERIALS: _____   **NUMBER OF SPANS:** _____
APPROACH SPAN TYPE: _____

IN USE: YES or NO
ACCESSIBLE: YES or NO

ALTERED/MOVED NOTES: _____
_____
_____
_____
_____
_____
_____
_____

*PHYSICAL NOTES: _____
_____
_____
_____
_____
_____
_____
_____
_____

*UTM ZONE: _____   ***RESTRICTED: Y or N**
*UTM EASTING: _____
*UTM NORTHING: _____

HISTORIC SITES SURVEY BRIDGE FORM

SKETCH MAP

PHOTOGRAPHS

PHOTOGRAPHER:		ROLL NUMBER:	
DATE OF PHOTO:		PHOTO NUMBER:	
		CAMERA DIRECTION:	

* = REQUIRED FIELD

SOUTH DAKOTA STATE HISTORIC PRESERVATION OFFICE
HISTORIC SITES SURVEY CEMETERY FORM

SITE INFORMATION

*SURVEY DATE: _____   ***ADDRESS:** _____
*SURVEYOR: _____   ***COUNTY:** _____
*CITY: _____

LOCATION DESCRIPTION: _____
_____
_____

LEGAL DESCRIPTION: _____
_____

*QUARTER 1: _____   **OWNER NAME:** _____
*QUARTER 2: _____   **OWNER ADDRESS:** _____
*TOWNSHIP: _____   **OWNER CITY:** _____
*RANGE: _____   **OWNER STATE:** _____
*SECTION: _____   **OWNER ZIP:** _____
ACRES: _____   **QUAD NAME:** _____
OWNER CODE 1: F   S   L   P
OWNER CODE 2: F   S   L   P
OWNER CODE 3: F   S   L   P

HISTORIC SIGNIFICANCE

*DOE: _____   **REGISTER NAME:** _____
*DOE DATE: _____   **MULTIPLE PROPERTY NAME:** _____
REASON INELIGIBLE: _____

CATEGORY: _____
NOMINATION STATUS: _____   **SIGNIFICANCE LEVEL 1:   N   S   L**
DATE LISTED: _____   **SIGNIFICANCE LEVEL 2:   N   S   L**
REFERENCE NUMBER: _____
HISTORIC DISTRICT RATING: C   or   NC   **CRITERIA 1:   A   B   C   D**
PERIOD: _____   **CRITERIA 2:   A   B   C   D**
CRITERIA 3:   A   B   C   D
CRITERIA 4:   A   B   C   D

SIGNIFICANCE NOTES: _____
_____
_____

SOUTH DAKOTA STATE HISTORIC PRESERVATION OFFICE
HISTORIC SITES SURVEY CEMETERY FORM

CEMETERY DETAILS

SHPO ID: _____

CULTURAL AFFILIATION: _____
*YRS FROM TOMBSTONES: _____
*DATE STARTED: _____

IN USE: Y   or   N   **ACCESSIBLE: Y   or   N**

HISTORIC FUNCTION: CEMETERY   or   GRAVES/BURIALS
CURRENT FUNCTION: _____
CURRENT SUBFUNCTION: _____

*CEMETRY NAME: _____
OTHER NAME: _____
STARTED BY: _____

*NOTES: _____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____

*UTM ZONE: _____   ***RESTRICTED: Y   or   N**
*UTM EASTING: _____
*UTM NORTHING: _____

SKETCH MAP

PHOTOGRAPHS

PHOTOGRAPHER:		ROLL NUMBER:	
DATE OF PHOTO:		PHOTO NUMBER:	
		CAMERA DIRECTION:	

SOUTH DAKOTA STATE HISTORIC PRESERVATION OFFICE

HISTORIC SITES SURVEY INELIGIBLE FORM

INELIGIBLE FORM

*SURVEY DATE: _____   ***QUARTER 1:** _____

*SURVEYOR: _____   ***QUARTER 2:** _____

*TOWNSHIP: _____

*PROPERTY ADDRESS: _____   ***RANGE:** _____

*COUNTY: _____   ***SECTION:** _____

*CITY: _____

*DOE: NOT ELIGIBLE

*DOE DATE: _____

*REASON INELIGIBLE: _____

*PROPERTY NAME: _____

*DATE OF CONSTRUCTION: _____

*PHYSICAL NOTES: _____

_____

_____

_____

*UTM ZONE: _____   ***RESTRICTED: Y   or   N**

*UTM EASTING: _____

*UTM NORTHING: _____

FOR CEMETERIES:

*DATE STARTED: _____

*YEARS FROM TOMBSTONES: _____

SOUTH DAKOTA STATE HISTORIC PRESERVATION OFFICE
HISTORIC SITES SURVEY INTENSIVE FORM

SITE INFORMATION

*SURVEY DATE: _____   ***ADDRESS:** _____

*SURVEYOR: _____   ***COUNTY:** _____

*CITY: _____

LOCATION DESCRIPTION: _____

_____

_____

LEGAL DESCRIPTION: _____

_____

*QUARTER 1: _____   **OWNER NAME:** _____

*QUARTER 2: _____   **OWNER ADDRESS:** _____

*TOWNSHIP: _____   **OWNER CITY:** _____

*RANGE: _____   **OWNER STATE:** _____

*SECTION: _____   **OWNER ZIP:** _____

ACRES: _____   **QUAD NAME:** _____

OWNER CODE 1: F   S   L   P

OWNER CODE 2: F   S   L   P

OWNER CODE 3: F   S   L   P

HISTORIC SIGNIFICANCE

*DOE: _____   **REGISTER NAME:** _____

*DOE DATE: _____   **MULTIPLE PROPERTY NAME:** _____

REASON INELIGIBLE: _____

CATEGORY: _____

NOMINATION STATUS: _____   **SIGNIFICANCE LEVEL 1: N   S   L**

DATE LISTED: _____   **SIGNIFICANCE LEVEL 2: N   S   L**

REFERENCE NUMBER: _____

HISTORIC DISTRICT RATING: C or NC   **CRITERIA 1: A   B   C   D**

PERIOD: _____   **CRITERIA 2: A   B   C   D**

CRITERIA 3: A   B   C   D

CRITERIA 4: A   B   C   D

SIGNIFICANCE NOTES: _____

_____

_____

_____

SOUTH DAKOTA STATE HISTORIC PRESERVATION OFFICE
HISTORIC SITES SURVEY INTENSIVE FORM

SOUTH
DAKOTA STATE
HISTORICAL SOCIETY
Department of Tourism and State Development

STRUCTURE DETAILS

SHPO ID: _____

*PROPERTY NAME: _____

OTHER NAME: _____

CURRENT FUNCTION: _____   **FOUNDATION:** _____

CURRENT SUBFUNCTION: _____   **ROOF MATERIAL:** _____

HISTORIC FUNCTION: _____   **ROOF SHAPE:** _____

HISTORIC SUBFUNCTION: _____   **STRUCTURAL SYSTEM:** _____

STYLE: _____

OCCUPIED: YES or NO   **TYPE:** _____

ACCESSIBLE: YES or NO   **WALLS:** _____

STORIES: _____   **SIGNIFICANT PERSON:** _____

*DATE OF CONSTRUCTION: _____   **CULTURAL AFFILIATION:** _____

ALTERED/MOVED NOTES: _____
_____
_____
_____

INTERIOR NOTES: _____
_____
_____

OTHER NOTES: _____
_____
_____
_____

*PHYSICAL NOTES: _____
_____
_____
_____
_____
_____

*UTM ZONE: _____   ***RESTRICTED: Y or N**

*UTM EASTING: _____

*UTM NORTHING: _____

HISTORIC SITES SURVEY INTENSIVE FORM

ARCHITECTURAL EVALUATION

PORCH TYPE: _____

PORCH LOCATION: _____
_____

PORCH HEIGHT (ft.): _____

PORCH ROOF: _____

BAYS/TOWERS TYPE: _____

BAYS/TOWERS LOCATION: _____
_____

WINDOW TYPE: _____

WINDOW LOCATIONS: _____
_____

CHIMNEY TYPE: _____

CHIMNEY LOCATION: _____
_____

DORMERS TYPE: _____

DORMERS LOCATION: _____
_____

DOOR TYPE: _____

DOOR LOCATIONS: _____
_____

INTERIOR: _____
_____
_____

ARCHITECTURAL DETAILS: _____
_____
_____

E = EXCELLENT; F = FAIR; G = GOOD; P = POOR

OVERALL CONDITION: E F G P	**ROOF CONDITION:** E F G P	
FOUNDATION CONDITION E F G P	**PORCH CONDITION:** E F G P	
WALL CONDITION: E F G P	**INTERIOR CONDITION:** E F G P	
WINDOW CONDITION: E F G P		

SOUTH DAKOTA STATE HISTORIC PRESERVATION OFFICE
HISTORIC SITES SURVEY INTENSIVE FORM

HISTORY AND CONTEXT

DATE OF AREA SETTLEMENT: _____   **DATE TOWN OR ADDITION PLATTED:** _____

ORIGINAL OWNER: _____

OWNER ORIGINS: _____

OWNER INFO: _____

_____

_____

OTHER OWNERS: _____

_____

_____

_____

_____

SIGNIFICANT PERSON: _____

CULTURAL AFFILIATION: _____

BUILDER: _____

STATE CONTEXT TOPIC: _____

HISTORY NOTES: _____

_____

_____

_____

_____

_____

_____

PLANNING

PUBLIC SUPPORT: Y or N   **HIGH RESEARCH VALUE: Y or N**

VANDALISM: Y or N   **ALTERATIONS: Y or N**

THREAT: Y or N   **DETERIORATION: Y or N**

SITE PROTECTED: Y or N   **MAINTENANCE: Y or N**

STABLE: Y or N

ENVIRONMENTAL EFFECTS (weather, erosion, etc.): _____

_____

_____

SKETCH MAP

PHOTOGRAPHS

PHOTOGRAPHER:		ROLL NUMBER:	
DATE OF PHOTO:		PHOTO NUMBER:	
		CAMERA DIRECTION:	