

*Non-Archeological Historic-Age Resource Reconnaissance Survey Reports Review Checklist*

## Non-Archeological Historic-Age Resource Reconnaissance Survey Reports Review Checklist

District/County \_\_\_\_\_ Highway \_\_\_\_\_ CSJ \_\_\_\_\_

Contractor \_\_\_\_\_ Submittal Date \_\_\_\_\_ Reviewed by \_\_\_\_\_

Historic-age Resource Survey Reports (HRSR) for non-archeological historic-age resources will be reviewed for compliance with the following checklist in addition to the Texas Historical Commission reporting standards and the *Archeology and Preservation: Secretary of the Interior's Standards and Guidelines*. Reports with all **Yes** responses will be automatically accepted. One or more **No** response may result in acceptance pending specified revisions or clarifications or in rejection depending on the nature of the issue.

Historic resource studies shall be performed and documented at sufficient levels to satisfy the SHPO/Texas Historical Commission (hereafter THC) requirements for determining the presence of and documenting historically significant properties in the project Area of Potential Effects (APE) in accordance with 36 CFR 60 and 43 TAC 2.4-2.51. All reports shall include the names and tasks performed of all technical experts associated with the project.

	<b>A. Format Criteria</b>	<b>ENV-HIST Comments</b>
1	<input type="checkbox"/> Report cover and title page included, with: <ul style="list-style-type: none"> <li><input type="checkbox"/> highway and project limits</li> <li><input type="checkbox"/> district(s)</li> <li><input type="checkbox"/> counties</li> <li><input type="checkbox"/> CSJ(s)</li> <li><input type="checkbox"/> identification of professional historian and consulting firm.</li> </ul>	
2	<input type="checkbox"/> Report includes a project area map based on aerial photographs or, if aerials are not available, then a map based on a USGS 7.5' Quadrangle.	
3	Report includes: <ul style="list-style-type: none"> <li><input type="checkbox"/> project type</li> <li><input type="checkbox"/> description</li> <li><input type="checkbox"/> impacts</li> <li><input type="checkbox"/> acreage of proposed new right-of-way (ROW) in project area.</li> </ul>	
	<b>B. Identification Criteria</b>	<b>ENV-HIST Comments</b>
4	<input type="checkbox"/> Report defines the Area of Potential Effects (APE), referring to project plans and/or to proposed direct impacts for this class of project.	

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5	<input type="checkbox"/> Report includes discussion of previously designated historic properties within 1300' of the project area to foster development of appropriate contextual analysis. Explicit reference to review of THC survey files and Historic Sites Atlas, the National Register of Historic Places (NRHP), the list of State Archeological Landmarks (SAL), and the list of Recorded Texas Historic Landmarks (RTHL) must be included.	
6	<input type="checkbox"/> Report includes survey methodology that describes: <ul style="list-style-type: none"> <li><input type="checkbox"/> the APE</li> <li><input type="checkbox"/> the study limits of the survey area</li> <li><input type="checkbox"/> the historic-age period</li> </ul>	
7	<input type="checkbox"/> Report includes a literature review appropriate to the study area and its historic-age resources that resulted in development of a research design appropriate to the identification and evaluation of non-archeological historic-age resources specific to the survey area. The research design should be approved by ENV prior to fieldwork. The research design must provide a succinct summary of the literature review results, clear descriptions of identification, evaluation and documentation tasks required and a description of potential areas of significance appropriate to the survey area.	
<b>C. Documentation Criteria</b>		<b>ENV-HIST Comments</b>
8	<input type="checkbox"/> Report includes photographic documentation for each historic-age resource sufficient in number and perspective to satisfy ENV documentation requirements, except under circumstances beyond the Technical Expert's control (NOTE: such circumstances require comprehensive verbal characterizations of historic-age resource features). Photographs must: <ul style="list-style-type: none"> <li><input type="checkbox"/> include a single oblique view incorporating both the primary façade and a side elevation at a minimum for each resource, with the subject filling the frame.</li> <li><input type="checkbox"/> include multiple views of elevations and architectural details when the resource is listed on or is potentially eligible for the NRHP.</li> <li><input type="checkbox"/> include multiple views of the property when it has more than one historic-age resource.</li> <li><input type="checkbox"/> be well focused and clearly depict architectural and other details relevant to an evaluation of the resource's character-defining features.</li> <li><input type="checkbox"/> document a historic property's relationship to the</li> </ul>	

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	<p>proposed road project.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> be 3.5" x 5" color representations printed on matte finish photographic paper or 3.5" x 5" color representations printed on matte white, premium or photo quality laser or inkjet paper.</li> <li><input type="checkbox"/> be original prints or electronic presentations of at least 1200 x 1600 pixel resolution qualities.</li> <li><input type="checkbox"/> be attached to separately labeled pages that clearly identify project name, project ID number, address or UTM of resource, direction of the photograph, style and/or form of the resource, NRHP criteria eligibility, resource integrity issues, and any limitations when photographing the resource. (Style and form must accurately describe the resource)</li> </ul>	
9	<ul style="list-style-type: none"> <li><input type="checkbox"/> Report includes inventory of all historic-age resources, provided in a table form that details:             <ul style="list-style-type: none"> <li><input type="checkbox"/> their ID numbers</li> <li><input type="checkbox"/> locations/addresses</li> <li><input type="checkbox"/> property type and subtype classifications</li> <li><input type="checkbox"/> stylistic influences or form</li> <li><input type="checkbox"/> construction dates</li> <li><input type="checkbox"/> integrity issues</li> <li><input type="checkbox"/> preliminary eligibility recommendations referenced to applicable NRHP criteria.</li> </ul> </li> </ul>	
10	<ul style="list-style-type: none"> <li><input type="checkbox"/> Report includes brief overview of the results of the reconnaissance survey, including:             <ul style="list-style-type: none"> <li><input type="checkbox"/> an outline of the purpose and methodology of the project,</li> <li><input type="checkbox"/> a background history of study area presenting historic contexts relevant to the time period associated with the historic-age resources in which to evaluate significance of resources for NRHP eligibility,</li> <li><input type="checkbox"/> brief description of property types developed from observations on patterns of settlement, development trends, resource distribution, and analysis of survey data</li> <li><input type="checkbox"/> NRHP registration requirements with integrity analysis of resources in study area.</li> <li><input type="checkbox"/> preliminary assessments of effects on historic properties as required in Section E with the appropriate NEPA or federal regulatory language.</li> </ul> </li> </ul>	

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11	<input type="checkbox"/> Report includes maps based on aerial photos of the study area with: <ul style="list-style-type: none"> <li><input type="checkbox"/> The APE, existing ROW and proposed new ROW, major street names and other directional landmarks must be clearly indicated on the map.</li> <li><input type="checkbox"/> The location of each Official State Historical Marker (OSHM) in the study area must be indicated on the map.</li> <li><input type="checkbox"/> Locations for each historic-age resource must be labeled with appropriate project ID numbers running as consecutively as possible from left to right.</li> <li><input type="checkbox"/> Outbuildings and landscape features should be reported as subsets of the main project ID number for a property, for example, a residence and associated garage could be labeled Resource Nos. 100a and 100b. If an eligible or potentially eligible historic property has multiple resources, the map will have an inset aerial of the site, with the labeled resources, on the overall map or a separate map to give the reviewer a site plan.</li> </ul>	
12	<input type="checkbox"/> Report includes documentation appropriate to the level of survey for all historic-age features of a historic property. Report also includes appropriate archival and bibliographic references for historic properties, including: <ul style="list-style-type: none"> <li><input type="checkbox"/> oral histories</li> <li><input type="checkbox"/> historical maps</li> <li><input type="checkbox"/> deed or tax record research</li> <li><input type="checkbox"/> other archival research</li> <li><input type="checkbox"/> title search</li> <li><input type="checkbox"/> other detailed historic research directly related to the specific location of the site.</li> </ul> <input type="checkbox"/> Report also includes appropriate public involvement by contacting local interested parties in order to determine local interest in historic resources in the project area. (Reviewer comments required if No.)	
<b>D. Evaluation Criteria (requires coordination with ENV staff/technical expert)</b>		<b>ENV-HIST Comments</b>
13	<input type="checkbox"/> Report explicitly evaluates each historic-age resource's eligibility for inclusion in the National Register of Historic Places (NRHP), providing analysis appropriate to the recommended level of significance of the resource. For resources recommended as NRHP-eligible and for those of marginal significance recommended as not NRHP-eligible,	

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	<p>the report must:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> justify significance within appropriate context and NRHP criteria</li> <li><input type="checkbox"/> discuss all seven aspects of integrity</li> </ul>	
14	<input type="checkbox"/> Report provides recommendations for historic-age resources requiring additional intensive survey efforts in order to finalize determinations of NRHP eligibility in accordance with 36 CFR 60.	
15	<input type="checkbox"/> Report recommends proposed changes to the research design arising from the results of the reconnaissance survey, including: <ul style="list-style-type: none"> <li><input type="checkbox"/> contextual issues,</li> <li><input type="checkbox"/> comparative property information needs</li> <li><input type="checkbox"/> data gaps and other items necessary to finalize the evaluation and documentation phases of the project in accordance with the <i>SOI Standards</i>.</li> </ul> <p>Intensive survey results must be integrated with reconnaissance survey results into a single HRSR upon their availability. (Reviewer comments required if NO. TxDOT reserves the right to deviate from recommendations for additional work.)</p>	
<b>E. Effects Criteria</b>		<b>ENV-HIST Comments</b>
16	<input type="checkbox"/> Report characterizes potential direct, indirect, and cumulative effects and provides appropriate supplemental visual documentation for all historic properties in accordance with 36 CFR 60, noting presence or absence of character-defining features in proposed new ROW zones subject to Section 4(f) regulations.	
<b>Approval</b>		
17	<input type="checkbox"/> Report contains no factual errors affecting the finding(s), satisfactory completion of field work, or acceptance of the report by Texas Historical Commission or other consulting parties and is therefore approved for acceptance. (Reviewer comments required if No.)	
18	<b>Additional Comments:</b>	