

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

## Non-Archeological Historic-Age Resource Intensive 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(s) 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 State Historic Preservation Office/Texas Historical Commission (SHPO/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"/> Findings for reconnaissance surveys must be integrated into the intensive survey findings to provide a single HRSR.	
	<b>B. Identification Criteria</b>	<b>ENV-HIST Comments</b>
2	<input type="checkbox"/> Report includes a methodological statement based on a research design appropriate to the identification and evaluation of non-archeological historic-age resources specific to the survey area. The research design must 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>
3	<input type="checkbox"/> Report includes photographic documentation for each historic-age resource sufficient in number and perspective to satisfy ENV documentation requirements. Photographs must 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. Photographs must be original prints or electronic presentations of at least 1200 x 1600 pixel resolution quality:	

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<ul style="list-style-type: none"> <li><input type="checkbox"/> must include a single oblique view that incorporates both the primary façade and a side elevation at a minimum for each primary and auxiliary resource and landscape feature associated with a property recommended NRHP-eligible by the reconnaissance survey, with the subject filling the frame.</li> <li><input type="checkbox"/> must be well focused and clearly depict architectural and other details relevant to an evaluation of the resource's character-defining features, as well as documenting the historic property's relationship to the proposed road project.</li> <li><input type="checkbox"/> must 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> <li><input type="checkbox"/> Additional photographs are required if the historic integrity of the resource is compromised by architectural alterations including, but not limited to, replacement of historic doors and windows, attachment of synthetic siding, loss of ornamental detailing or unsympathetic additions.</li> <li><input type="checkbox"/> Additional photographs of the inter-relationship of resources are required if historic outbuildings or significant landscape features are associated with the property.</li> <li><input type="checkbox"/> Additional photographs of the inter-relationship of resources are required if potential or designated historic districts are identified within the APE. These photographs must document representative streetscapes for each block or significant area within the historic district.</li> <li><input type="checkbox"/> Additional photographs of the inter-relationship of resources are required if modern development impacts the historic integrity of the landscape or demonstrates that the historic resource was moved from its original location into the APE.</li> <li><input type="checkbox"/> Additional photographs are required to document the resource's setting, including the presence or absence of character-defining features in a proposed zone of taking subject to Section 4(f) regulations.</li> </ul>	
<ul style="list-style-type: none"> <li><input type="checkbox"/> Report includes maps based on aerial photos of the study area detailing:</li> </ul>	

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

<ul style="list-style-type: none"> <li><input type="checkbox"/> the APE</li> <li><input type="checkbox"/> existing ROW</li> <li><input type="checkbox"/> proposed new ROW</li> <li><input type="checkbox"/> major street names and other directional landmarks clearly indicated</li> <li><input type="checkbox"/> locations for each historic property's resource labeled with appropriate ID numbers running as consecutively as possible from left to right. Site maps detailing the inter-relationship of resources such as outbuildings and landscape features associated with a property recommended NRHP- eligible property by the reconnaissance survey. Outbuildings and landscape features should be reported as subsets of the main ID number for a property, for example, a residence and associated garage could be labeled Resource Nos. 100a and 100b. The site map may label resources on an individual aerial or inset of an overall aerial.</li> </ul>	
<ul style="list-style-type: none"> <li><input type="checkbox"/> Report details the results of the intensive survey, including the findings of the intensive survey and recommendations for NRHP eligibility of all resources. The survey report must have sufficient detail and clarity to provide ENV with a basis for obtaining SHPO concurrence for determinations of NRHP eligibility without requiring submission of additional documentation. At a minimum, the survey report must include the following information:                 <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, and</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"/> an inventory of resources with proposed determinations of NRHP eligibility for all resources, evaluated against NRHP criteria for significance and integrity in accordance with 36 CFR 60.</li> <li><input type="checkbox"/> assessments of effects on historic properties as required in Section E with the appropriate NEPA or federal regulatory language.</li> </ul> </li> </ul>	

4

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

	<ul style="list-style-type: none"> <li><input type="checkbox"/> detailed information on potential historic districts, including inventories, maps, photos, background history and justification of significance.</li> <li><input type="checkbox"/> project area maps, survey forms, photographs, site plans.</li> <li><input type="checkbox"/> appropriate graphics including historic photographs and illustrations, aerials and plat maps that amplify the arguments presented for evaluation purposes.</li> <li><input type="checkbox"/> appropriate archival and bibliographic references for historic properties, including oral histories, historical maps, deed or tax record research, other archival research, title search, other detailed historic research directly related to the specific location of the site.</li> <li><input type="checkbox"/> if applicable, appropriate research related to results obtained through public involvement tasks. (Reviewer comments required if <b>No.</b>)</li> </ul>	
	<b>D. Evaluation Criteria (requires coordination with ENV staff/technical expert)</b>	<b>ENV-HIST Comments</b>
5	<ul style="list-style-type: none"> <li><input type="checkbox"/> Report explicitly evaluates each resource's NRHP eligibility, 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, the report must: <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> </li> </ul>	
6	<ul style="list-style-type: none"> <li><input type="checkbox"/> Report integrates intensive survey results with reconnaissance survey results into a single HRSR, including a revised inventory with finalized NRHP recommendations. (Reviewer comments required if <b>No.</b> TxDOT reserves the right to deviate from recommendations for additional work.)</li> </ul>	
	<b>E. Effects Criteria</b>	<b>ENV-HIST Comments</b>
7	<ul style="list-style-type: none"> <li><input type="checkbox"/> Report characterizes potential indirect, direct, 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.</li> </ul>	
	<b>Approval</b>	
8	<ul style="list-style-type: none"> <li><input type="checkbox"/> Report contains no factual errors affecting the finding(s), satisfactory completion of field work, or acceptance of the</li> </ul>	

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report by Texas Historical Commission or other consulting parties and is therefore approved for acceptance. (Reviewer comments required if <b>No.</b> )	
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**Additional Comments:**

9