

CULTURAL LANDSCAPES INVENTORY PROFESSIONAL PROCEDURES GUIDE

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INTRODUCTION

Cultural landscapes are settings that human beings have created in the natural world. They reveal fundamental ties between people and the land—ties based on our need to grow food, give form to our settlements, meet requirements for recreation, and find suitable places to bury our dead. Cultural landscapes are intertwined patterns of things both natural and constructed—plants and fences, watercourses, and buildings. They range from formal gardens to cattle ranches, from cemeteries and pilgrimage routes to village squares. They are special places—expressions of human manipulation and adaptation of the land.

As the recognition of cultural landscapes has expanded nationally and internationally, landscape inventories are increasingly being initiated by federal, state, and local governments, and private, non-profit organizations. These inventories involve a variety of professionals, such as landscape architects, historians, and geographers, along with volunteer staff. These efforts, although varied in scope, all serve the same purpose: to document the qualities and attributes of a cultural landscape that make it significant and worth preserving.

The Cultural Landscapes Inventory (CLI), a comprehensive inventory of all cultural landscapes in the national park system, is one of the most ambitious initiatives of the National Park Service (NPS) Park Cultural Landscapes Program. As envisioned, the CLI will be an evaluated inventory of all landscapes having historical significance, in which the NPS has or plans to acquire any legal interest. The CLI will provide a management inventory of evaluated cultural landscapes, as per Section 110(a)(1) of the National Historic Preservation Act, *NPS Management Policies* and the *Cultural Resource Management Guideline*.

Additionally, the CLI will assist in establishing “a scientific/scholarly basis for resource management decisions,” one of the primary goals identified in the *National Park Service Strategic Plan*. As such, the CLI will aid managers in planning, programming, and recording treatment and management decisions.

Since the 1960s, the NPS has undertaken systemwide inventories of cultural resources, such as historic structures, archeological resources, and museum objects. However, in light of the increased recognition of cultural landscapes, the need for an inventory of these resources has only recently been identified. As a result, the extent and condition of these resources in the system are unknown.

In 1990, the *Secretary of the Interior’s Annual Control Report* identified a material weakness in the preservation of cultural landscapes and historic structures. This weakness is stated as:

Historic and prehistoric structures and cultural landscapes are damaged by neglect or deferred work due to insufficient funds or staffing.

In FY 1992 and 1994, the NPS budget was increased to address the deficiencies that contribute to the material weakness. One of five corrective actions targeted for funding was the initiation of the CLI. Hence, in 1994, drawing upon inventory work that had been done throughout the country, a three-year initiation was commenced to design and field-test an inventory methodology for cultural landscapes in the national park system.

To date, all NPS regions have participated in the design development and testing of the CLI, providing broad professional expertise and geographic diversity. Annual workshops have been held to review the findings of the fieldwork, discuss professional procedures, and revise the design of the inventory accordingly.

Since FY 1992, over 3,100 cultural landscapes have been inventoried at some level, based on the methodology defined by the participants.

THE CONCEPTUAL FRAMEWORK FOR THE CLI

A conceptual framework has been outlined for conducting the CLI based on the two primary challenges faced in developing a standardized inventory of cultural landscapes in the national park system: 1) the range and diversity of cultural landscapes in the system, and 2) the need for a process which would identify the scope of landscapes in a park, cluster, or region; establish work priorities; and be responsive to park management. Additionally, a lack of baseline data and contextual information for cultural landscapes exists and could present difficulties in determining the significance of these resources. Therefore, a framework for the CLI had to provide the flexibility to address diverse landscapes, serve as a tool for defining programmatic needs, respond to park needs, and facilitate the collection of basic information on cultural landscapes in the system.

The CLI framework includes a hierarchy for subdividing a landscape into identifiable components and features and a four level inventory process that corresponds to different degrees of effort and information contained in the CLI. The application of this framework to a particular cultural landscape is flexible. As with all research and inventory efforts, professional judgment is essential in determining the manner in which the cultural landscape should be subdivided for documentation, and the appropriate level of inventory needed at a particular time.

AUTOMATING THE CLI: CLAIMS

In FY 1996, an *Information Requirements and System Design Study* was completed for the CLI to validate and verify the findings of the three years of design development and

determine alternatives for automating and implementing the CLI systemwide. The study provided a detailed functional analysis for the Cultural Landscapes Automated Inventory Management System (CLAIMS), a custom designed software system that would automate data entry and editing activities, provide ad hoc and preprogrammed queries, along with management and other reports associated with the CLI. Listed below are the primary findings of the study:

CLI Management Information Needs

- The primary management intents of the CLI are to: identify cultural landscapes in the national park system and provide information on their location; record information about these resources related to their identification, description, historical development, landscape characteristics and features, and management; and assist managers and cultural resource specialists in determining treatment and management decisions, and recording these decisions.
- All CLI management information needs derive directly from legislation, as interpreted by a variety of NPS management policies, guidelines, strategic plans, and the Cultural Landscapes Inventory Professional Procedures Guide.
- Information in the CLI is identified and organized using a single instrument—*The CLI Form*—, which is completed by Park Cultural Landscapes Program staff, contractors, and consultants.
- CLAIMS must be able to share information with the List of Classified Structures (LCS), the National Register Information System (NRIS), the Cultural Resources Management Bibliography (CRBIB), the Facility Management Software System (FMSS) and other databases.

Need for an Automated Inventory System

- CLI information content is voluminous, spanning 27 information categories.
- Types of CLI information are diverse, including numerical data, brief text, narrative text, dates, maps, pictures, and other graphical objects.
- Anticipated CLI information uses are diverse, and involve three primary user organizations – park resource management, cultural landscapes program, and the Denver Service Center.

- The hierarchy for defining a cultural landscape is complex, and requires a variety of views to properly see its relationships.
- Consequently, the CLI should be automated using a modern relational database management system.

Concept of Operations for CLAIMS

- Figure 1 depicts the CLAIMS Concept of Operations—Organizational Views of CLI Data. Figure 2 depicts the CLAIMS Concept of Operations—Functional Responsibilities. Figure 3 depicts the CLAIMS Concept of Operations—Database Hierarchy. Figure 4 depicts Primary Users and Uses of CLI Information.
- CLAIMS is a four-tiered architecture that shares information between the National Center, the regions, and the clusters, while relying on support offices, parks, and contractors for data entry and editing. The focal point for all CLAIMS data entry and editing activities is the CLI Coordinator, a position assigned for each Region/Support Office.
- Based on the study, *Microsoft Access* was selected as the Desktop Database Management System for CLAIMS.

Implementation of the CLI

In FY 1997, funding was allocated to initiate the CLI in all regions. In order to implement the CLI, two actions were taken. First, a CLI Coordinator was identified for each park cluster to provide professional oversight and management of the inventory. Second, each Region prepared a five-year plan that identified strategies and priorities for conducting the CLI.

Annual Data Collection

On an annual basis, coinciding with the end of the federal fiscal year (September 30th), each Region sends a copy of all of its CLI data to Washington, DC to be uploaded into the National Center CLAIMS database. Along with the data upload, each region updates their five-year plan identifying strategies and priorities for conducting the CLI in their region.

CLI and CLAIMS Improvements

Since systemwide implementation of the CLI in 1998, various users have proposed

improvements to both the CLI process and the CLAIMS software. In FY 2000, a CLI workgroup outlined a two-phase strategy to implement prioritized improvements. Following Phase One improvements CLAIMS version 2.0 was released and this CLI Professional Procedures Guide was revised.

Purpose and Organization of the Guide

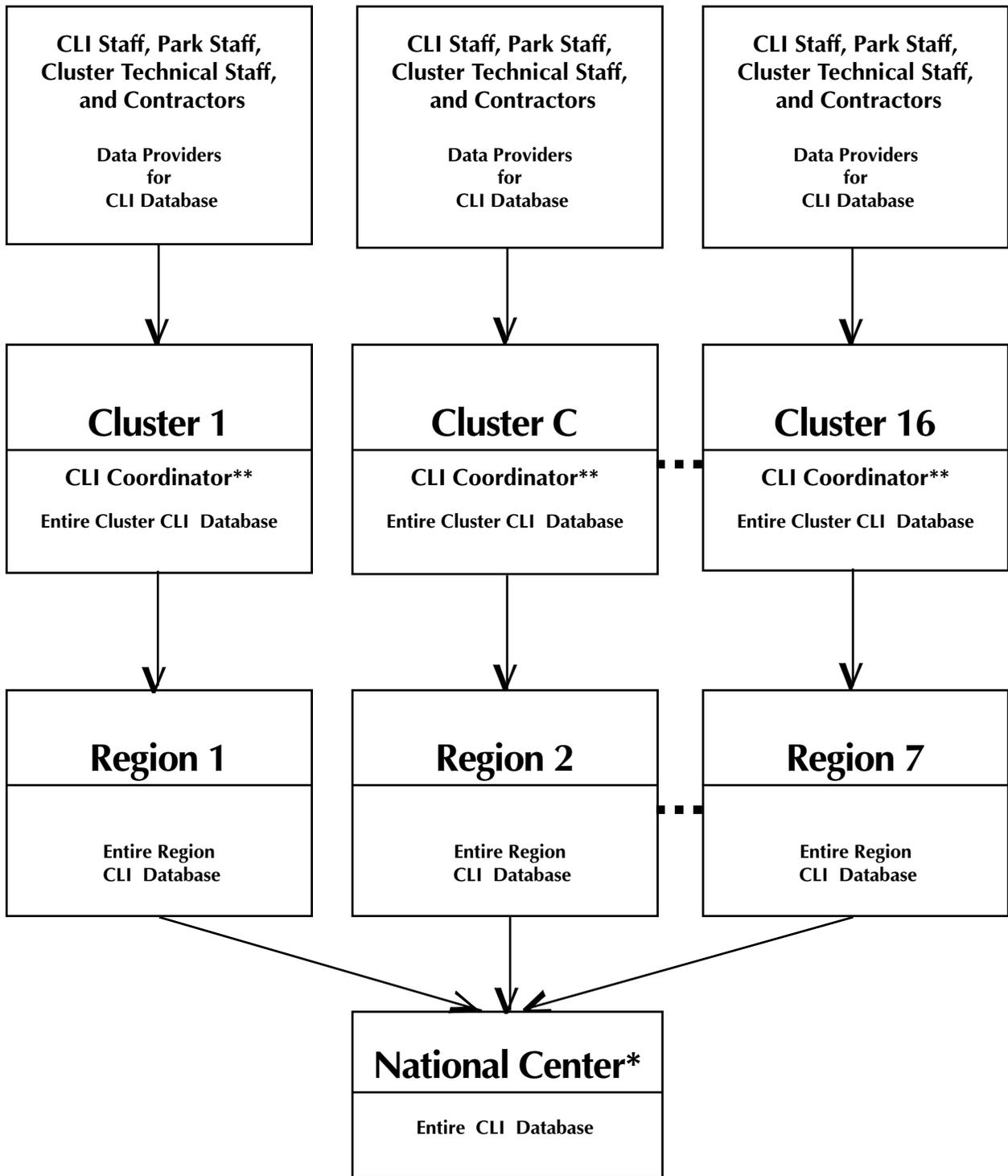
The intent of this guide is to provide professional procedural guidance in completing the CLI. The guidance is related to completing a management inventory for the purpose of Section 110(a)(1) of the National Historic Preservation Act, *NPS Management Policies* and *Cultural Resource Management Guideline*. The guide is organized into three sections. Section I is arranged into topics which address the purpose and use of the CLI and interpret its relationship to park cultural resource management. Sections II and III outline all of the information (data elements) collected and recorded in the CLI and provide instructions regarding each data element, along with supplemental professional guidance (e.g., defining boundaries). Section II addresses data elements required for landscapes and component landscapes. Section III addresses data elements required for landscape features and component landscape features.

Much of the guidance contained in this document was drawn from a variety of existing reference materials, primarily the National Register Bulletin series. The following National Register Bulletins were referenced:

- | | |
|-----|---|
| 15 | How to Apply the National Register Criteria for Evaluation |
| 16A | How to Complete the National Register Registration Form |
| 18 | How to Evaluate and Nominate Designed Historic Landscapes |
| 21 | How to Establish Boundaries for National Register Properties |
| 30 | Guidelines for Evaluating and Documenting Rural Historic Landscapes |

- 38 Guidelines for Evaluating and Documenting Traditional Cultural Properties
- 40 Guidelines for Identifying, Evaluating, and Registering America's Historic Battlefields
- 41 Guidelines for Evaluating and Registering Cemeteries and Burial Places
- 42 Guidelines for Identifying, Evaluating, and Registering Historic Mining Properties

Figure 1: CLAIMS Concept of Operations—Organizational Views of CLI Data



*The National Center provides each cluster with a table containing a range of allowable CLI identification numbers for that cluster. Only the National Center can update this table.

** The CLI Coordinator is identified by authority and expertise and may reside in a support office or a park.

Figure 2: CLAIMS Concept of Operations—Functional Responsibilities

Organizational Level	Areas of Functional Responsibility				
	Data Capture	Data Entry & Edit	Data Review & Approval	Data Sharing	Major Reporting
National Center					<ul style="list-style-type: none"> • National Summary • Region Level Comparative Summary
Region			Formal Approval by Regional Director	With National Center	<ul style="list-style-type: none"> • Single Region Summary • Comparative Summary of Clusters in a Single Region
Cluster	■	■	Review for Professional Adequacy by CLI Coordinator	With Regions and Parks	<ul style="list-style-type: none"> • Single Cluster Summary • Parks in a Single Cluster
Park	■	■	Formal Approval by Park Superintendent		<ul style="list-style-type: none"> • Single Park Summary • Inventory Units in a Single Park

Figure 3: CLAIMS Concept of Operations—Database Hierarchy

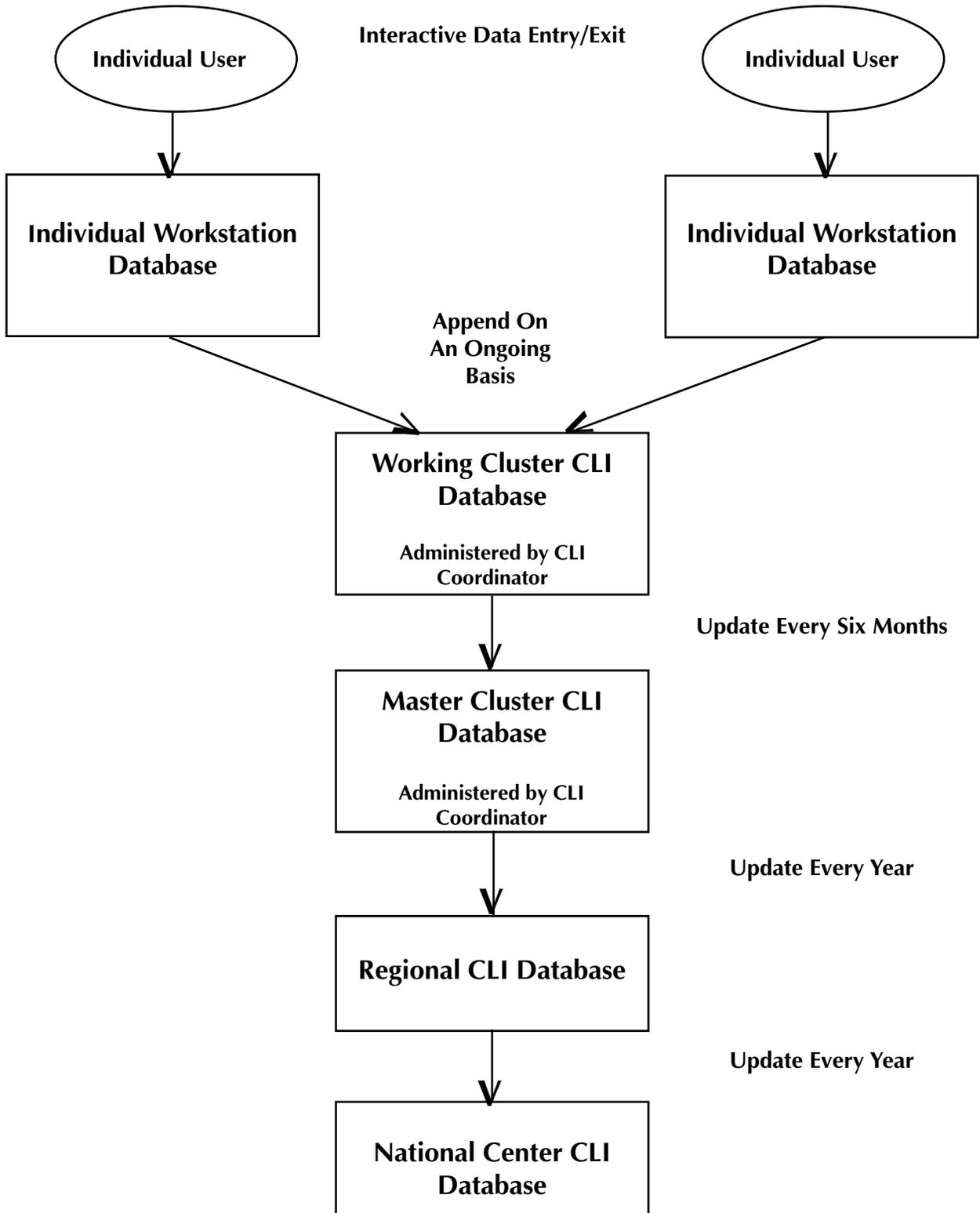
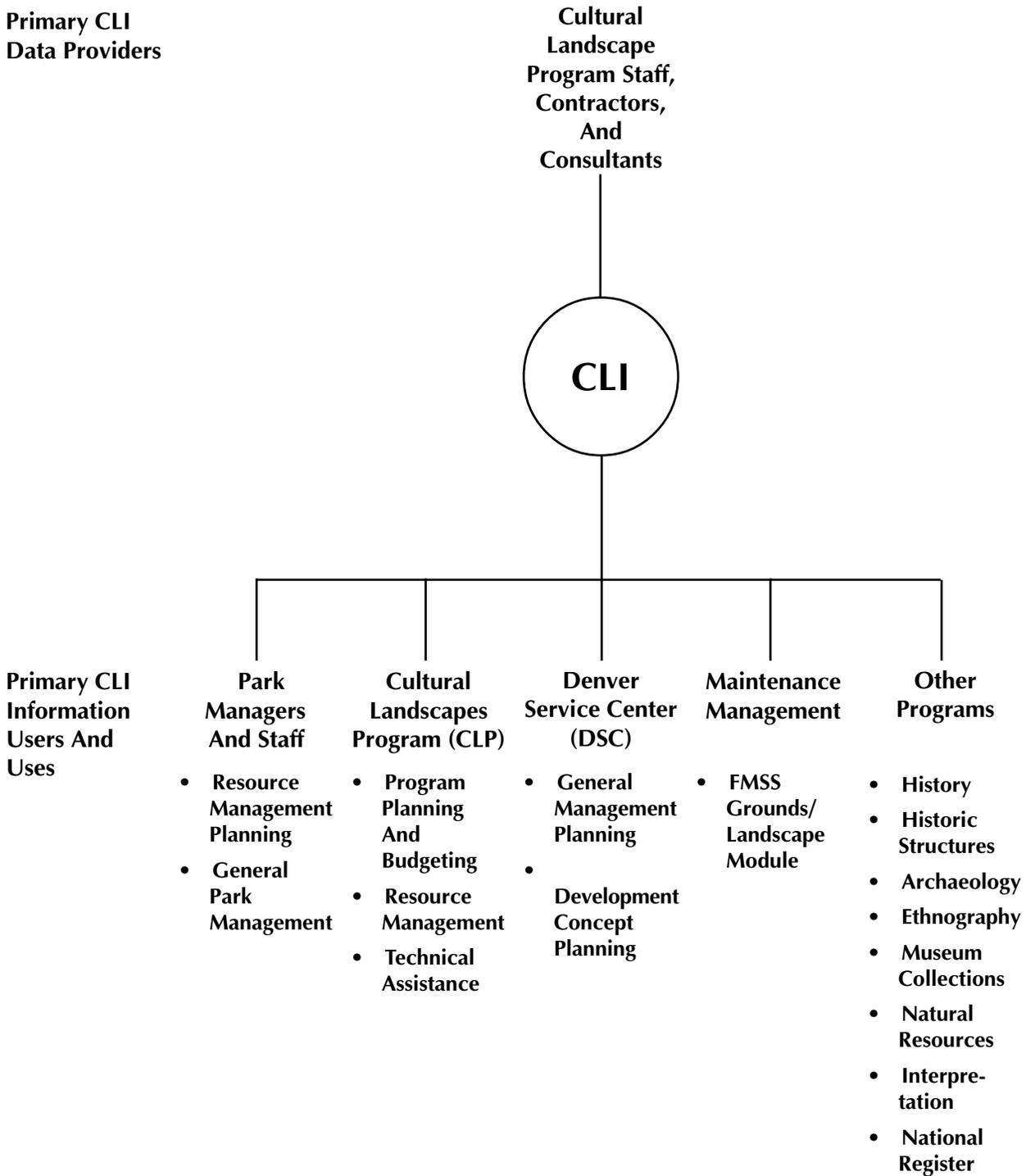


Figure 4: Primary Users And Uses Of CLI Information



SECTION 1

Relationship to Park Cultural Resource Management

INTRODUCTION

This section of the guide addresses topics related to the purpose and use of the Cultural Landscapes Inventory (CLI) and its relationship to park cultural resource management. The topics included were defined during the design, field testing and updating of the CLI. As the CLI matures, the guidance provided may be revised and other topics added.

THE CLI FRAMEWORK

Purpose and Use of the CLI

The CLI is an evaluated inventory of all cultural landscapes (landscapes, component landscapes, landscape features, and component landscape features) having historical significance in which the NPS has or plans to acquire legal interest. The CLI provides the baseline information for a cultural landscape. As such, the CLI assists park managers and cultural resource specialists in planning, programming, and recording treatment and management of listed landscapes.

The CLI has three primary functions:

- 1) to identify cultural landscapes and provide information on their location
- 2) to record information about cultural landscape resources related to their identification, description, historical development, landscape characteristics and features, and management
- 3) to assist managers and cultural resource specialists in determining treatment and management decisions and then to record those decisions

The Cultural Landscapes Automated Inventory Management System (CLAIMS) is an automated database system associated with

the CLI that allows for manipulation and retrieval of information on a variety of levels.

The CLI has a variety of uses for parks, clusters, regions, and the National Center:

Parks:

- establish priorities for funding, staffing, research, maintenance (FMSS), and planning (RMP)
- satisfy Section 106 compliance requirements
- document the condition of cultural landscapes for GPRA
- enhance interpretation program
- promote working relationships with other park resource programs to minimize impact on park cultural landscapes
- promote working relationships with neighboring communities regarding the preservation of adjacent lands associated with the cultural landscape

Clusters and Regions:

- define the scope of the cultural landscape resources in a cluster and/or region
- assist in setting priorities regarding the development of thematic contexts, training, and technical information
- establish a foundation for the cluster and/or region cultural landscape program by increasing the level of awareness of cultural landscapes and identifying the available knowledge and the condition of the resources
- identify the need for additional research (e.g., Cultural Landscape Reports, Historic Resource Studies, National Register nominations)
- document the condition of cultural landscapes for GPRA
- provide training to regional, cluster and park staff
- assist in setting priorities regarding the need for rehabilitation and maintenance of cultural landscape resources in a cluster and/or region.

National Center:

- identify systemwide contextual needs and pursue development of the associated thematic contexts to facilitate the identification and evaluation of cultural landscapes
- identify training and technical information needs related to the identification, evaluation, and management of cultural landscapes
- document the condition of cultural landscapes for GPRA
- define the relationship of the CLI with other programs (e.g., cultural, natural, National Heritage Areas) and, if necessary, develop standards to ensure consistency and appropriate interrelationships
- identify and pursue staffing and funding initiatives related to parks, clusters, support offices, and the National Center
- satisfy Section 110 evaluated inventory requirements

Each Historical Landscape Architect must use their professional judgement to identify the primary landscapes, component landscapes and features in a park to be inventoried as a part of the CLI. This professional judgement extends to the CLI approach, which may be influenced by the scale of the landscape, to inputting concise physical history narratives and a reasonable number of photographs and maps into the CLAIMS database.

The primary guide to NPS legal authority to conduct the CLI in partnership parks is found in the park's enabling legislation where the role of the NPS is articulated. The park legislation will outline the roles and responsibilities related to inventorying park features. The CLI's first priority is to parks in which the federal government has, or intends to have a legal interest.

Relationship to Cultural Resource Documents

As one of five Servicewide inventories of cultural resources, the CLI serves as the basis for the identification and evaluation of cultural landscapes in the system. The information collected and included in the CLI identifies the significant characteristics and features of a landscape.

Except for ethnographic landscapes, the initial identification of cultural landscapes occurs in a Historic Resource Study (HRS). A HRS must contain enough information about the developmental history, evolution, and existing conditions of a cultural landscape to evaluate its integrity and define appropriate National Register boundaries. Based on the research and field investigations conducted, a period of significance plan(s) clearly depicting, labeling and dating all cultural landscape resources, and a National Register nomination are prepared. Therefore, the CLI should be coordinated with the preparation of the HRS.

In the absence of a HRS or one that adequately addresses landscape resources, the CLI is the primary tool for documenting and evaluating a landscape. Based on a completed CLI, recommendations are made for addenda to existing HRS and/or National Register nominations, as appropriate. In addition, the CLI can be a very effective means of determining other research needs, primarily the scope of a Cultural Landscape Report (CLR). Therefore, the CLI should precede the preparation of a CLR or other research on a cultural landscape.

The Hierarchy for Inventorying Cultural Landscapes in the CLI

The diversity of cultural landscapes in the national park system, both in terms of scale and physical complexity, presents a significant challenge for a standardized inventory. Based on this diversity and the need to clearly articulate the physical character of the landscape for the purposes of the CLI, and ultimately for management, a hierarchy has been defined for subdividing a landscape into identifiable components and/or features. Figure 5 illustrates this hierarchy.

Four categories have been selected to delineate a cultural landscape for inventory purposes:

Landscape: the primary focus of the CLI. It is the combination of component landscapes and/or features that define a cultural landscape that is eligible for the National Register of

Historic Places. Examples may include Gettysburg National Military Park, Grant-Kohrs Ranch National Historic Site, Cades Cove Historic District (Great Smoky Mountains National Park), Dungeness Historic District (Cumberland Island National Seashore), Frederick Law Olmsted National Historic Site, and Ebey's Landing National Historical Reserve.

Landscape Feature: the smallest physical unit that contributes to the significance of a landscape and can be managed as an individual element. Examples may include a woodlot, earthwork, hedge, lawn, specimen tree, alley, barn, agricultural field, and vista.

Component Landscape: the definable physical area of a landscape that contributes to the significance of a National Register property or, in some cases is individually eligible for the National Register. A component landscape warrants individual documentation to adequately record the physical character of the overall landscape and can be further subdivided into smaller features. Examples may include a garden, canyon, overlook, cemetery, campground, cave, farmstead, and road system.

Component Landscape Feature: the smallest physical unit that contributes to the significance of a component landscape and can be managed as an individual element. Examples may include a garden feature, such as a bench or fence; an overlook feature, such as an outcrop or path; and a cemetery feature such as a specimen tree or tombstone.

The application of these categories to a particular landscape is contingent upon its character and complexity. The following two examples serve to illustrate this point. At Harry S Truman National Historic Site, the CLI could identify the 1.4 acre property as the landscape and specific attributes, such as the rose garden, outbuildings, fencing, and foundation plantings, could be identified as landscape features. In a more complex park, such as Gettysburg National Military Park, the CLI could identify the 3,965 acre park as the landscape, within which are several component landscapes, including several farmsteads, a national cemetery, and a

memorial road system. Additionally, the landscape features associated with the landscape and the component landscape features associated with each component landscape could be identified.

The CLI Inventory Process

A four level inventory process has been defined in order to:

- facilitate identifying the potential scope of cultural landscapes in a systematic manner
- establish priorities for further inventory and research
- respond to specific park management needs

Each level corresponds to a specific degree of effort and detail contained in the inventory. Information from all four levels is included in the CLAIMS database, providing an automated system for sharing and reporting on the voluminous and diverse material collected in the CLI. Figure 6 illustrates the CLI's four-level inventory process.

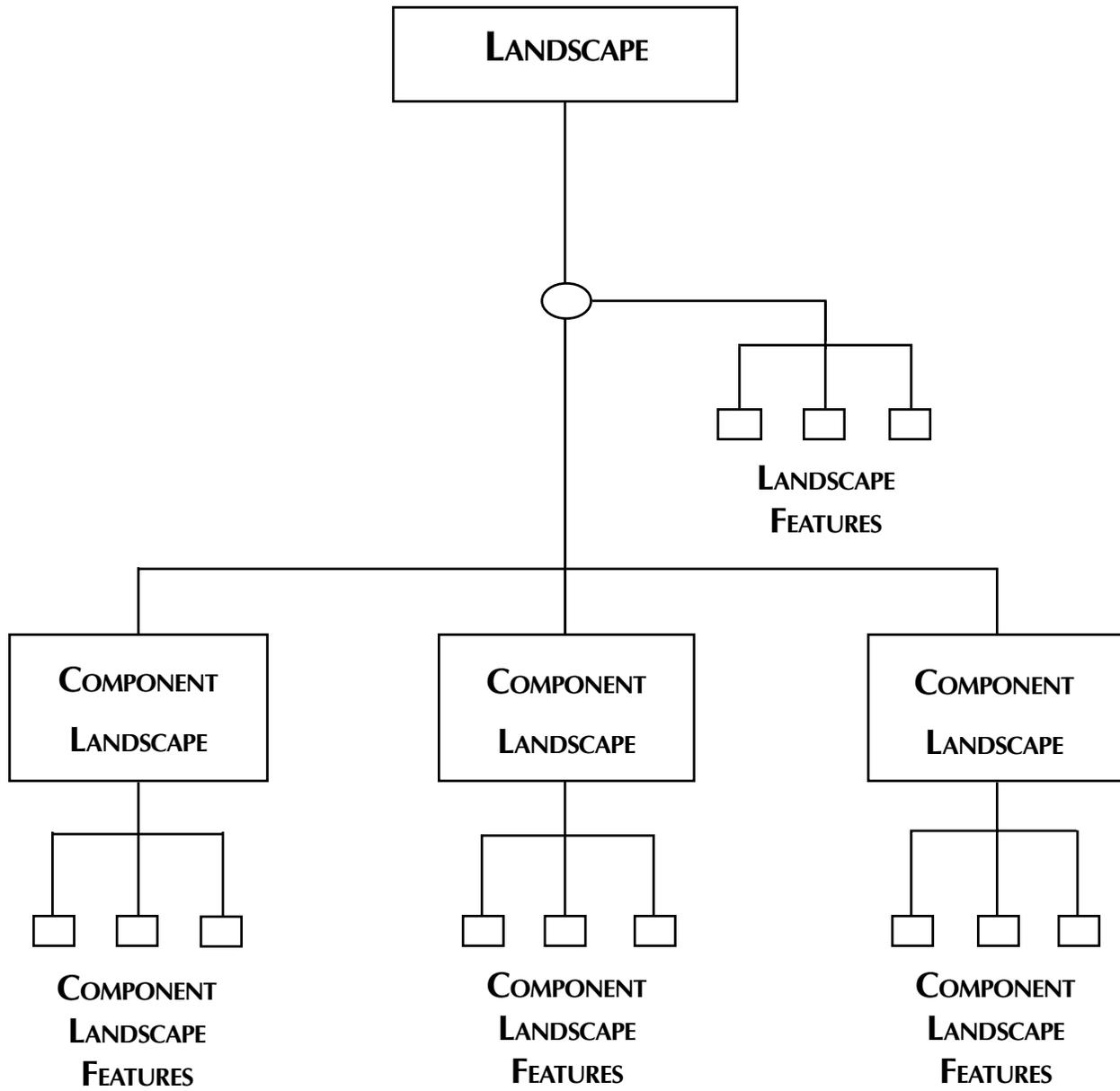
The four levels include:

Level 0: Park Reconnaissance Survey identifies the scope of landscapes and component landscapes in a particular park, existing and needed information about the resources, immediate threats to the resources, and establishes priorities for Level I inventory. Priorities for Level I inventories are landscapes which lack information, where that lack of information adversely affects the preservation or management of the resource; or where such information is required for current or proposed park planning, resource management efforts, cultural and natural resource research projects (e.g. General Management Plan, Historic Resource Study, Cultural Landscape Report, Vegetation Management Plan); or development and construction projects (e.g. utilities upgrade, FHWA projects) that require baseline cultural landscape information.

Based on the information in Level 0:

- the scope and extent of cultural landscapes (listed, eligible, and potentially significant) are identified (the "first cut") for an individual park

Figure 5. Cultural Landscape Hierarchy



- immediate threats are identified and appropriate actions are recommended
- a preliminary method for defining the CLI Hierarchy in the park (i.e., landscape, landscape feature, component landscape, component landscape feature) is determined
- priorities are established for Level I inventory

Products:

- “indicative list” of significant landscapes
- strategy for completion of Level I and II
- list of research needs

Level I: Landscape Reconnaissance Survey identifies existing and needed information for a specific landscape or component landscape in a park. Research is the primary function of Level I, involving a literature search of all readily available secondary source material. In addition, a site visit is conducted. Level I provides an initial evaluation of the significance and character of the landscape or component landscape if the landscape has not been previously evaluated or adequately documented. Additionally, priorities are established for Level II inventory. Priorities for Level II inventories are landscapes with immediate threats, proposed development or construction projects (e.g. utilities upgrade, FHWA projects), are part of park planning or resource management efforts (e.g. General Management Plans, etc.), have undetermined National Register status, or are lacking information.

Based on the information in Level I:

- a site visit is conducted
- further research needs are identified
- immediate threats are identified and appropriate actions are recommended
- a preliminary statement of significance (or non-significance) is prepared based on National Register criteria
- site maps are prepared to the greatest level of detail and accuracy possible
- information is provided for Resource Management Plans (RMP), including summary charts and project statements (funding for Level II)

- priorities are established for Level II inventory

Products:

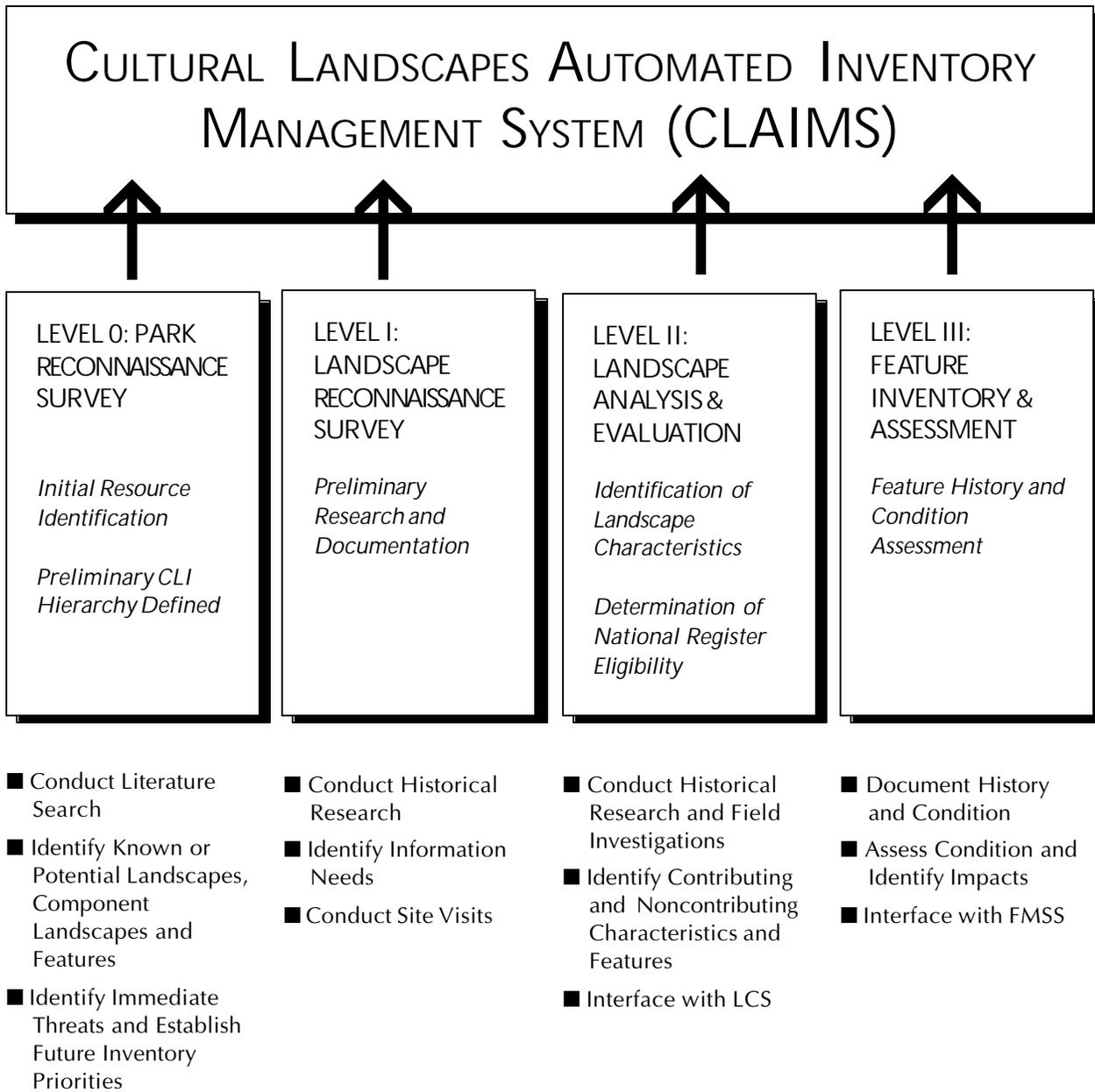
- Level I forms (Coordinator Review Report)
- “indicative list” of potentially significant landscapes
- strategy for completion of Level II
- list of research needs
- site maps
- RMP Chart for cultural landscapes
- RMP project statements

Level II: Landscape Analysis and Evaluation identifies the landscape characteristics, and their associated features, of a specific landscape or component landscape. For landscapes or component landscapes whose National Register eligibility was undetermined prior to the CLI process, completion of a Level II CLI requires a consensus determination by the State Historic Preservation Office. If a determination of eligibility for the landscape or component landscape was made prior to the inventory process, the determination must be clarified within the explanatory narrative of the National Register information portion of the CLI.

Level II includes a condition assessment of the landscape or component landscape and costs associated with treatment and/or stabilization are recorded. Level II involves the preparation of text and graphics for the landscape characteristics identified, describing the qualities and integrity of each. In addition, Level II involves preparing a list of physical features associated with these characteristics (e.g., vegetation: pine hedge, birch allee) as contributing or non-contributing to the significance of the landscape. The CLI is not considered complete until a Level II CLI is finished and has SHPO determination. Level II information is the primary information used in reporting for GPRA purposes.

Finally, priorities are established for Level III inventory and the preparation of Cultural Landscape Reports. Priorities for Level III inventories are landscape or component landscape features whose significance and/or condition with respect to park planning or resource management objectives require a more detailed level of information.

Figure 6. Cultural Landscapes Inventory (CLI) Process



Based on the information in Level II:

- landscape characteristics and associated features are identified
- a management category is assigned
- physical condition (as per RMP Guidelines) is determined
- significant adjacent lands are identified
- site maps are revised with greater detail and accuracy

Products:

- Level II forms (Coordinator Review Report)
- consensus determination, if appropriate
- recommendations for National Register nominations/amendments
- recommendations for revisions/updates to associated databases (e.g., LCS, CSI)
- strategy for completion of Level III
- revised site maps
- revised RMP Chart for cultural landscapes
- RMP project statements
- preliminary management recommendations
- GIS/Autocad digital information
- park CLI information package (including hard copy of CLI Park Report, slides, photographs, etc.)
- technical assistance reports

Level III: Feature Inventory and Assessment provides an inventory and evaluation of a physical feature identified in Level II as contributing to the significance of a landscape or component landscape. In addition, the condition of the feature is assessed and costs associated with treatment and/or stabilization are recorded.

Based on the information in Level III:

- the history and character of features are recorded
- site maps illustrating the location of the feature is prepared
- physical condition (as per RMP Guidelines) is identified
- a management category is assigned
- costs are assigned for treatment and stabilization

Products:

- Level III forms (Coordinator Review Report)
- recommendations for revisions/updates to associated databases (e.g., LCS, CSI)
- revised site maps
- RMP project statements
- preliminary management recommendations
- GIS/Autocad digital information
- park CLI information package (including hard copy of CLI Park Report, slides, photographs, etc.)
- technical assistance reports

The ultimate goal of the CLI is a complete inventory of landscapes, component landscapes, and associated features. The process will take many years and the end product (especially when combined with LCS) will be an inventory of all physical aspects of a given property. Level I and II are completed for each landscape eligible for the National Register of Historic Places and each component landscape either individually eligible or contributing to a larger property. Level III forms are completed for the physical features that contribute to the significance of both.

As the inventory process proceeds from Level 0 to II, additional information is collected, information acquired previously is refined, and decisions regarding if and how to proceed are made (e.g., based on the information collected at Level I, it may be determined that a landscape is not eligible for the National Register). The relationship between Level 0, I and II is very direct; the CLI is not considered finished until Level II has been fully completed.

Level III provides feature specific information that supplements, but generally does not alter, the information contained in a Level II inventory. Level II *must* be completed for a given landscape or component landscape prior to a Level III inventory of features, in order to provide the landscape context for which features exist.

There are a variety of steps involved in completing the CLI for a park. These range from meeting with park management and staff to clarify purpose and use of the CLI to preparing documentation for consensus determinations with appropriate State Historic Preservation Officers.

(See *Appendix C: General Process for Conducting the CLI*)

Role of the CLI Recorder

The professional completing the CLI performs two roles:

- 1) to *make determinations* based on the research and field investigations conducted as part of the CLI
- 2) to *record existing information* obtained from other sources

Determinations made based on the CLI provide information on the location, identification, description, historical development, and significance of a particular landscape, component landscape, or feature. If this information exists in other sources (HRS, National Register nomination), it is evaluated and revised as necessary based on the professional judgment of the CLI recorder. Generally, treatment and management decisions are recorded from other sources (e.g., the CLI is not the tool for determining treatment of a landscape).

Listed below is information that requires the professional judgment of the CLI recorder and information that is solely recorded from other sources:

Level II: Landscape Analysis and Evaluation

Data Determined Based on CLI:

- Property Level
- Inventory Unit Name
- CLI Identification Number
- Parent Landscape Name
- Parent Landscape CLI Identification Number
- Parent Component Landscape Name

- Parent Component Landscape CLI Identification Number
- Park and the CLI
- Inventory Level
- Completion Status
 - Park Superintendent Concurrence
 - Concurrence Date
- Revisions
 - Park Superintendent Concurrence
 - Concurrence Date
- CLI Hierarchy Description
- CLI Hierarchy Description Graphic
- Current and Historic Names
- Inventory Unit Description
- Regional Context
- Size (Acres)
- Boundary Description
- GIS File Name
- GIS File Description
- Boundary UTM's
- Site Plan Graphic
- National Register Classification
- Significance Level
- Contributing/Individual
- Significance Criteria
- Criteria Considerations
- Statement of Significance
- Period of Significance
- Area of Significance
- Cultural Landscape Type
- Current and Historic Use/Function
- Chronology
- Physical History
- Do Adjacent Lands Contribute?
- Adjacent Lands Description
- Adjacent Lands Graphic
- Management Category*
- Management Category Date*
- Condition Assessment
 - Assessment Date
 - Date Recorded

Park Superintendent Concurrence
 Date of Concurrence
 Level of Impact Severity
 Impact
 Stabilization Measures
 Approved Treatment Completed
 Landscape Approved Treatment Cost**
 Cost Date**
 Level of Estimate**
 Cost Estimator**
 Landscape Stabilization Cost
 Cost Date
 Level of Estimate
 Cost Estimator
 Documentation Assessment
 Documentation
 Analysis and Evaluation Summary
 Landscape Characteristic
 Other Landscape Characteristic
 Landscape Characteristic Narrative
 Landscape Characteristic Features
 Landscape Characteristic Graphic
 Bibliography
 Supplemental Information

State Register Documentation
 Identification Number
 Date Listed
 Name
 National Historic Landmark Status
 Date Determined Landmark
 Landmark Theme
 World Heritage Site Status
 Date Determined Site
 World Heritage Category
 Ethnographic Study Conducted
 Associated Group
 Significance Description
 ERI Identification Number
 ERI Name
 Management Category*
 Management Category Date*
 Maintenance Location Code
 Management Agreement
 NPS Legal Interest
 Public Access
 Approved Treatment
 Approved Treatment Document
 Document Date
 LCS Structure Approved Treatment Cost
 Landscape Approved Treatment Cost**
 Cost Date**
 Level of Estimate**
 Cost Estimator**
 LCS Structure Stabilization Cost

Data Recorded from Other Sources:

Park Organization Code
 Park Alpha Code and Name
 Subunit/District Organization Code
 Subunit/District Alpha Code and Name
 Park Administrative Unit
 CLI General Information
 Location Map
 Management Unit
 Tract Numbers
 State and County
 National Register Documentation
 NRIS Information
 National Register Eligibility
 Date of Eligibility Determination

* If a management category has been selected for the inventory unit prior to the completion of the CLI, the decision is reaffirmed or revised with park management based on the findings of the CLI.

** This information generally is recorded from existing planning or treatment documents. However, it may be provided based on the CLI effort if it does not exist in an Approved Treatment Document or if what exists is inadequate (e.g., estimates are based on a 1976 GMP).

Level III: Feature Inventory and Assessment

Data Determined Based on CLI:

Property Level
Inventory Unit Name
CLI Identification Number
Parent Landscape Name
Parent Landscape CLI Identification Number
Parent Component Landscape Name
Parent Component Landscape CLI Identification Number
Park and the CLI
Inventory Level
Completion Status
Revisions
 Park Superintendent Concurrence
 Date of Concurrence
CLI Hierarchy Description
CLI Hierarchy Description Graphic
Current and Historic Names
Inventory Unit Description
Size (Acres)
Boundary Description
GIS File Name
GIS File Description
Boundary UTM's
Site Plan Graphic
Statement of Significance
Current and Historic Use/Function
Chronology
Physical History
Management Category*
Management Category Date*
Condition Assessment
 Assessment Date
 Date Recorded
 Park Superintendent Concurrence
 Date of Concurrence
Level of Impact Severity
Impact
Stabilization Measures

Landscape Approved Treatment Cost**
 Cost Date**
 Level of Estimate**
 Cost Estimator**
Landscape Stabilization Cost
 Cost Date
 Level of Estimate
 Cost Estimator
Documentation Assessment
Documentation
Analysis and Evaluation Summary
Bibliography
Supplemental Information

Data Recorded from Other Sources:

Park Organization Code
Park Alpha Code and Name
Subunit/District Organization Code
Subunit/District Alpha Code and Name
Park Administrative Unit
CLI General Information
Management Unit
Tract Numbers
State and County
Management Category*
Management Category Date*
Management Agreement
NPS Legal Interest
Public Access
LCS Structure Approved Treatment Cost
Landscape Approved Treatment Cost**
 Cost Date**
 Level of Estimate**
 Cost Estimator**
LCS Structure Stabilization Cost

* If a management category has been selected for the inventory unit prior to the completion of the CLI, the decision is reaffirmed or revised with park management based on the findings of the CLI.

** This information generally is recorded from existing planning or treatment documents. However, it may be provided based on the CLI

effort if it does not exist in an Approved Treatment Document or if what exists is inadequate (e.g., estimates are based on a 1976 GMP).

Information Requirements

All information currently identified in Section 2 and Section 3 with an (R) is required for a given inventory unit to be considered complete, specifically Level II. For completion of a Level I inventory, listed below is the information that is recommended. Unlike Level II, not all data elements identified in Level III will apply to every feature. Therefore, the CLI recorder will be responsible for identifying which data elements are completed.

- Property Level
- Inventory Unit Name
- CLI Identification Number
- Parent Landscape Name
- Parent Landscape CLI Identification Number
- Parent Component Landscape Name
- Parent Component Landscape CLI Identification Number
- Inventory Level
- Completion Status
- Explanatory Narrative
- Park Organization Code
- Park Alpha Code and Name
- Subunit/District Organization Code
- Subunit/District Alpha Code and Name
- Park Administrative Unit
- CLI Hierarchy Description
- CLI Hierarchy Description Graphic
- Current and Historic Names
- Inventory Unit Description
- Location Map
- Regional Context
- State and County
- Size (Acres)
- Boundary Description

- Boundary UTM
- Site Plan Graphic
- National Register Documentation Explanatory Narrative
- NRIS Information
- National Register Eligibility Explanatory Narrative
- Date of Eligibility Determination
- National Register Classification
- Significance Level
- Contributing/Individual Significance Criteria
- Statement of Significance
- Period of Significance
- National Historic Landmark Status
- Date Determined Landmark
- Landmark Theme
- World Heritage Site Status
- Date Determined Site
- World Heritage Category
- Cultural Landscape Type
- Current and Historic Use/Function
- Chronology
- Physical History
- Ethnographic Study Conducted
 - Associated Group
 - Significance Description
- Management Category
- Management Category Date
- NPS Legal Interest
- Public Access
- Approved Treatment
- Approved Treatment Document
- Document Date
- Explanatory Narrative
- Approved Treatment Completed
- Documentation Assessment
- Documentation

Completing the CLI for all Cultural Landscapes

The primary goal in implementing the CLI is to identify all cultural landscapes (including landscapes, component landscapes, and features) in the national park system; provide information on their location, historical development, and management; and include that information in CLAIMS. The principal method for achieving this goal will be research and field survey related to the CLI data elements. In certain cases the research and field survey work may have been conducted for the preparation of a Cultural Landscape Report (CLR). This information still needs to be entered into CLAIMS in order to have a complete inventory. Because a CLR is typically much more detailed than the information requested to be input for the CLI, basic data should be extracted from the CLR to input into CLAIMS. It is inappropriate to merely reference a CLR located in a regional office as the only repository of the information, rather than inputting basic data into CLAIMS.

Data Entry Backlog

With the initial implementation of the CLI database (CLAIMS), clusters and support offices which have been actively involved with the CLI since 1990 have a number of “completed” inventories and, therefore, a significant backlog of data entry. However, throughout the development phase of CLAIMS, the information specified to be in the inventory was continuously validated and verified. As a result, numerous revisions were made to existing data elements, along with the addition of new data elements. Therefore, the “completion status” of a given inventory unit needs careful consideration.

All information currently identified with (R) in Level II is required for a given inventory unit to be considered complete. If necessary, the CLI is finalized with a consensus determination by the appropriate State Historic Preservation Officer(s) (SHPO) regarding the findings of the inventory. Therefore, all landscape and component landscape inventories completed

to date should be entered as a Level I until these two conditions are met. This is critical for reporting purposes, determining workload associated with completing the CLI and for ongoing monitoring.

Each region must address their backlog of inputting past basic CLR document data into the CLAIMS database as their regional priorities and work plan allow.

Terminology

The need for clear and consistent terminology can not be overstated. The terminology used in the CLI directly relates to NPS policy, guidelines, and standards (e.g., *Management Policies*, *Cultural Resource Management Guideline*, *National Register Bulletins*, *RMP Guidelines*). However, there are distinctions between the National Register programs and the park programs in the use and application of terminology. Primarily, this distinction relates to resource types defined by NPS policy and categories for listed properties in the National Register defined by the National Historic Preservation Act, as amended.

Resource types (i.e., archeological resources, cultural landscapes, structures, ethnographic resources, and museum objects) organizing *NPS Management Policies* and the *Cultural Resource Management Guideline* reflect the several cultural resource disciplines and their specialized methodologies and techniques. The categories used for listing properties in the National Register (i.e., building, district, site, structure, and object) differ from these resource types, however, there is some overlap. For instance, a cultural landscape might include buildings, structures, and objects and be listed in the National Register as either a site or a district.

Every attempt will be made to be consistent with National Register terminology and, when distinctions exist, to define the relationship between the National Register and park program terminology. For instance in defining a cultural landscape in the CLI, the boundaries generally relate to a “property” and the

landscape is classified as a “site” or “district.” Additionally, the CLI identifies landscape characteristics and associated features that contribute to the significance of the landscape and are important based on the management of the landscape. These characteristics may or may not be considered “contributing resources” for the National Register. The National Register associates contributing resources with property types (i.e., building, site, structure, object, and district) and it defines contributing resources as adding “to the historic associations, historic architectural qualities, or archeological values for which a property is significant (*National Register Bulletin 16A*).” In order to identify the landscape characteristics, such as spatial organization, vegetation, and views, as “contributing resources” they may be defined in the Register nomination as part of the character of the district or collectively as a “site” which is identified along with buildings, structures, and objects within a district.

DOCUMENTING NATIONAL REGISTER ELIGIBILITY

Relationship of CLI to the National Register

The National Register of Historic Places provides the primary framework for determining which landscapes should be managed as cultural resources. The National Register guidelines provide the criteria for determining significance and integrity, boundaries, contributing and non-contributing resources, etc. Landscapes and component landscapes addressed in the CLI will include those listed in or eligible for the National Register of Historic Places. Features addressed in the CLI will include those contributing to the significance of those landscapes and component landscapes.

(See *National Register Process*)

National Register Documentation and Eligibility

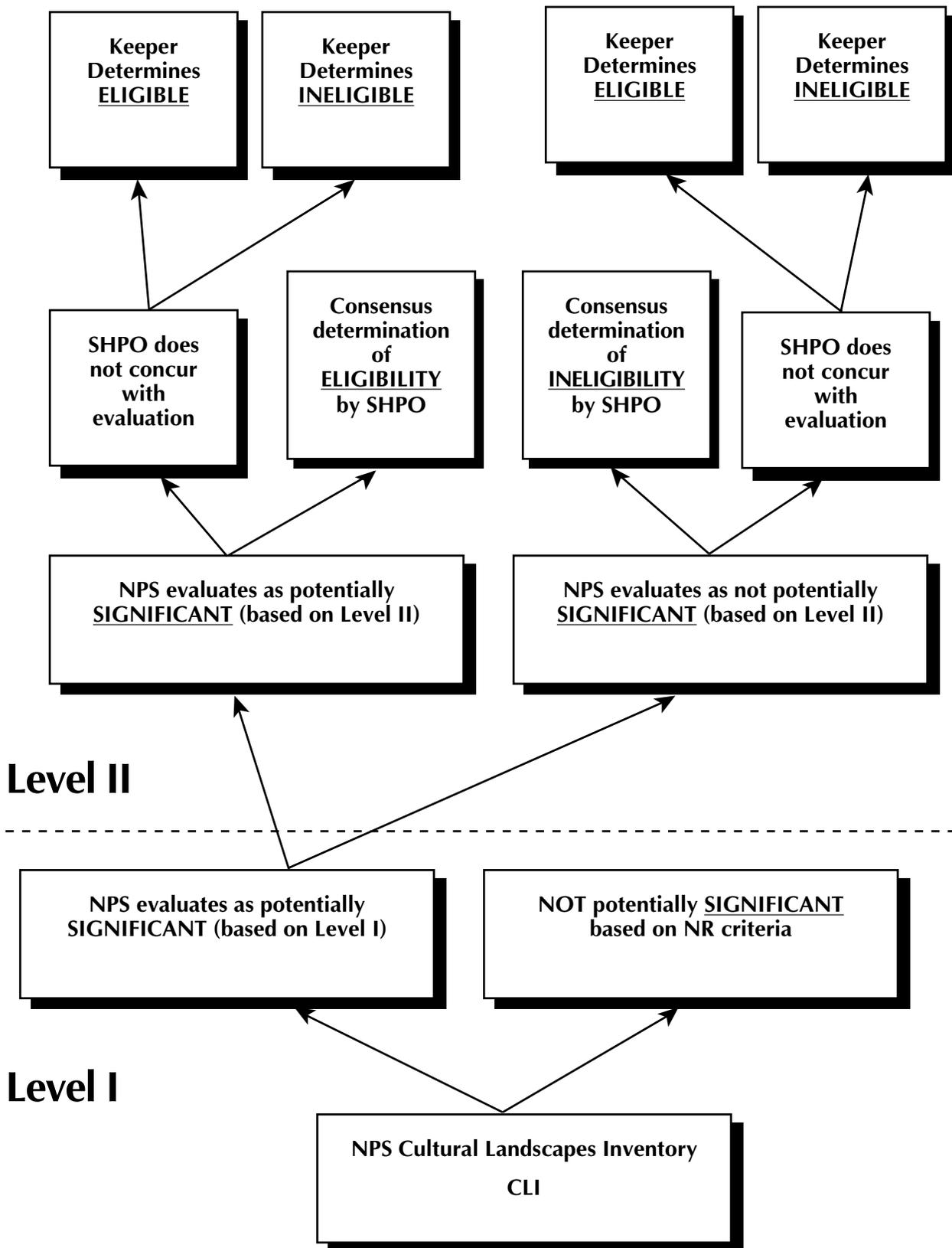
To clearly indicate the National Register status of a given landscape or component landscape, the CLI records both National Register documentation and National Register eligibility. National Register documentation ranges from landscapes listed in the National Register with adequate documentation; to landscapes listed as a part of a historical unit of the system (as required by the National Historic Preservation Act of 1966) with no documentation; to landscapes physically located within the boundaries of a National Register property, but not specifically identified or described in the nomination; to landscapes with no documentation.

National Register eligibility indicates the eligibility determination for a landscape listed in the National Register, but inadequately documented, or one that is undocumented in the National Register. Eligibility is determined based on the documentation provided from the CLI or through the planning process (for landscapes ineligible but managed as a cultural resources).

From a cultural resource management perspective, the ultimate goal is to have all eligible landscapes listed in the National Register and adequately documented. The CLI will identify the current documentation and eligibility at the time the inventory is conducted. The completion of Level II requires a consensus determination with the appropriate SHPO(s), if necessary (for all landscapes not listed in the National Register and adequately documented). Subsequently, amendments to existing National Register nominations may be prepared to address inadequate documentation. Therefore, National Register documentation and eligibility will often change over time.

Figure 7 illustrates the process of receiving concurrence regarding the eligibility of a landscape. It is important to note that we are not tracking the actual process of the determination in the CLI. However, this process can be explained in the explanatory text section, if desired.

Figure 7. Process for Eligibility Determinations



Consensus Determinations

The CLI is finalized with a consensus determination opinion by the appropriate State Historic Preservation Officer(s) (SHPO) regarding the findings of the inventory for the following:

- an inventory unit within a property listed in the National Register and inadequately documented
- an inventory unit within a property determined eligible for listing in the National Register and inadequately documented
- an inventory unit not currently within the boundaries of a National Register eligible property but considered eligible based on the findings of the CLI

For landscapes and component landscapes, NPS will work with SHPOs to confirm which landscape characteristics contribute to the significance of the property, along with an associated list of contributing and non-contributing features. Those inventoried and found to be “ineligible” also will be submitted to the SHPO and recorded in the CLI, as per Section 110 guidance. The recommended format for presenting the CLI information to the SHPO regarding a consensus determination is the Park Report with a custom cover letter or the SHPO-defined format, if available.

Determinations of Eligibility

When a consensus determination opinion cannot be achieved (the SHPO disagrees with the findings of the CLI, or chooses not to review the CLI), a Determination of Eligibility (DOE) must be completed. Ideally, the DOE should address all contributing resources within an eligible property (e.g., cultural landscapes, structures, archeology) not previously listed in the National Register or which are not included in an existing National Register nomination. However, the ability to coordinate and sequence the CLI with other inventory efforts may not be possible in light of the different developmental stages of these inventory programs. Therefore, at a minimum, the DOE form completed as part of the CLI will

indicate whether or not other resources have been evaluated concurrently.

The key differences between a consensus determination and a DOE is:

- the level of information required is greater for a DOE
- a DOE requires the participation of the Keeper of the National Register

(See *Appendix D: Guidelines for Inventory and Consensus Determination Consultation* and *Appendix E: Determinations of Eligibility for Inclusion in the National Register of Historic Places*)

Amending or Preparing a National Register Nomination

The CLI has an indirect relationship to the preparation and amendment of National Register nominations. Based on the CLI, recommendations will be made for the completion and amendment of National

<i>National Register Process</i>
<p>Identification</p> <ul style="list-style-type: none"> Develop historic context Conduct historic research Survey the landscape <p>Evaluation</p> <ul style="list-style-type: none"> Define significance Apply the National Register criteria Select areas of significance Define period of significance Assess integrity Apply qualities of integrity Identify changes and threats to integrity Classify contributing and noncontributing resources Weigh overall integrity Select defensible boundaries Define the historic property Decide what to include Select appropriate edges <p>Registration</p> <ul style="list-style-type: none"> Complete National Register form(s) Follow registration procedures in 36 CFR Part 60

Register nominations. It is anticipated that amendments will generally take the form of revising a structure nomination to be a site nomination, or a site nomination to be a district nomination. However, the preparation of nominations and amendments will not be a component of the CLI process. National Register nominations should be holistic and include consideration of all cultural resources within a property that contribute to its significance. Ideally, their preparation should be a collaborative effort involving all appropriate professionals. The decision to prepare a nomination or amendment based on the findings of the CLI will be made by park management subsequent to the completion of the inventory. Listed below is guidance pertaining to four common scenarios regarding amending or nominating a National Register nomination:

1. *There is an existing nomination that has adequate documentation for all cultural resources except the landscape.*

In this case, the National Register nomination form should be amended by completing *Section 7A- Description*, on a continuation sheet, amending the count of resources, describing the integral features, etc., and *Section 8-Statement of Significance*, on a continuation sheet, explaining the landscape's importance, designed features, etc. Justifying additional criteria, areas of significance, or extensions to the period of significance.

2. *There is an existing National Register nomination that has inadequate documentation for many of the resources within the boundaries of the property, including the landscape.*

The ideal approach is to prepare an amendment, working with other professionals, to address all cultural resources within the boundaries of the existing nomination. An amendment that is limited in scope (e.g., focused on just the significance of the landscape) should make mention of additional values, such as "the landscape contains various buildings or an archeological site that should be further investigated." The amendment does not have to document every significant aspect of a property and it is perfectly acceptable to document one aspect

(e.g., one criteria or Area of Significance). However, the amendment should be inclusive and identify potential archeological sites and/or buildings, even if they aren't fully evaluated for significance in architecture or archeology. In other words, if other resources are present they should be part of the inventory description, count, and discussion of significance.

Note: *The procedures for amendments are the same as for nominations to the National Register (36 CFR Part 60). In most cases, the NPS is responsible for determining who the owners are. In the case of private owners the NPS and/or SHPO's will notify the property owners. This is something that should be worked out in each case since there are 50+ SHPO's and some may have additional requirements like color slides or inventory sheets.*

3. *No current National Register nomination exists and the property is determined eligible based on its significance as a cultural landscape but there is not complete information with regard to architecture and/or archeology.*

It is perfectly all right to determine eligibility solely based on the landscape as many current nominations are based only on buildings or structures with no mention of the landscape. A nomination that is limited in scope should make mention of additional values, such as "the landscape contains various buildings or an archeological site that should be further investigated." The nomination does not have to document every significant aspect of a property and it is perfectly acceptable to document one aspect (e.g., one criteria or Area of Significance). However, the nomination should be inclusive and identify potential archeological sites and/or buildings, even if they aren't fully evaluated for significance in architecture or archeology. In other words, if other resources are present they should be part of the inventory description, count, and discussion of significance.

4. *The existing nomination is currently a National Historic Landmark Property.*

If the supplemental information elaborates on the character of the landscape and is directly related to the theme or facet for which the property was designated a NHL, the nomination can be amended by submitting the

information to the NHL program staff. The supplemental information must meet the national significance criteria of the NHL program.

If the supplemental information relates to a different theme or facet for which the property was designated a NHL (e.g., the property was designated a NHL in the theme of architecture and the new information addressed the significance of landscape architecture), a new NHL nomination must be prepared. If the nomination appears to meet NHL criteria, it will go through the official notification and Advisory Board processes before the Secretary of the Interior will make a determination of its national significance.

(See Appendix F: Preparing a National Register Registration Form (Technical Guidance Supplementary to Cultural Resource Management Guideline). Also, for further information on National Register Nomination Procedures and Guidelines see 36 CFR Part 60)

Recording Decisions Regarding “Not Significant”

Section 110 guidance requires NPS to record all decisions as part of completing a management inventory. Therefore, landscapes inventoried at Level I or II and found to be ineligible will be recorded in the CLI. Based on a Level I inventory, these decisions may be simply recorded as “Not Significant” under “National Register Significance Level” and explained in the narrative associated with “Statement of Significance.” For NPS determinations of “Not Significant” based on Level I, the SHPO will be notified in writing. NPS will provide additional information at the SHPO’s request. Based on a Level II inventory, NPS will pursue a consensus determination opinion by the SHPO regarding the findings of the inventory and it will be recorded in the CLI.

Section 106 Compliance

Section 106 compliance is required for actions affecting a landscape listed, or eligible for listing, in the National Register of Historic

Places. However, many parks were evaluated and documented for the National Register before cultural landscapes were recognized as significant resources. Therefore, the National Register is an incomplete indicator of the presence of significant landscapes and those landscapes that are within the boundaries of a National Register property may be inadequately documented. Prior to the amendment or preparation of National Register nominations documenting the landscape, the CLI will serve as the basis for the identification and evaluation of cultural landscapes in the system, as per the requirements of Section 110.

Historic Sites with Little Integrity

Many historic sites contain significant historic structures surrounded by a landscape that has very little integrity. These properties are listed in the National Register and will be considered as part of the CLI process. The CLI will include landscapes that retain a high degree of physical integrity according to National Register criteria, as well as landscapes with cultural value (and not necessarily much integrity) that NPS manages as cultural resources. However, priority will be given to those that retain physical integrity.

Analysis and Evaluation: Landscape Characteristics

As the field of landscape preservation has evolved, time has been given to defining a method for describing the tangible and intangible aspects of cultural landscapes; aspects which individually and collectively give a landscape character and aid in the understanding of its cultural value. As a result, various classification systems have been developed to categorize the cultural and natural processes and physical forms that comprise the appearance of a landscape. These classification systems have been authored by several sources within the NPS, for a variety of preservation purposes (e.g., inventory, documentation, and treatment,) and have addressed a variety of cultural landscape types (e.g., designed, vernacular). Various

titles have been assigned to these classification systems, such as “landscape components,” “landscape features,” “landscape characteristics,” and “character-defining features.” Each classification system consists of a list of the physical aspects of a landscape (e.g., circulation, vegetation, and views,) and the more intangible cultural and natural processes (e.g., cultural traditions, land use, and natural systems).

In addition to providing various methods for describing the character and physical qualities of a cultural landscape, these classification systems introduced new terminology to the landscape preservation field. The variety of sources responsible for these efforts and lack of standardization in terminology between sources has resulted in an array of terms with similar yet slightly different meanings or emphases. As the National Register criteria began to be interpreted and applied to landscapes, the standard terminology for the classification of National Register properties was also applied to landscapes, such as the terms “contributing resource” or “non-contributing resource.” As a result, there is an overlap in the current use of terminology, creating a level of confusion and inconsistency in the application of terminology to cultural landscape inventory, research, planning, and treatment. The standardization of terminology is important to the development of the landscape preservation field, and more specifically, to the Park Cultural Landscapes Program. There is a need for clear definitions of these similar yet distinct terms, as well as clarification of their interrelationships.

Figure 8 chronologically presents the classification systems that have been most important in the identification, analysis, evaluation, and treatment of NPS cultural landscapes until the present.

Based on the recent publication *A Guide to Cultural Landscape Reports: Process, Content and Techniques* and the standardization of terminology that document attempts to construct, the term “landscape characteristics”

is the recommended term associated with the classification system used in the CLI. It refers to the processes and physical forms that characterize the appearance of a landscape and aid in understanding its cultural value. The following general points apply to landscape characteristics and their use in the CLI:

- The term “landscape characteristic” is defined as the tangible and intangible aspects of a landscape from the historic period, which define and characterize the landscape and which, individually and collectively, give a landscape character and aid in understanding of its cultural value.
- The term “landscape characteristic” is applied to either culturally-derived and naturally-occurring processes or to cultural and natural physical forms that have influenced the historical development of a landscape, or are the products of its development. The appearance of a cultural landscape, both historically and currently, is a unique web of landscape characteristics and associated features that are the tangible evidence of the historic and current uses of the land.
- Landscape characteristics are categories under which individual features can be grouped. For example, the landscape characteristic “natural systems and features” may include such features as a ravine, valley, wetland, or cliff. The landscape characteristic “topography” may include such features as an earthwork, drainage ditch, or hill. The landscape characteristic “vegetation” may include such individual features as a specimen tree, woodlot, or perennial bed.
- Many landscape characteristics are common among cultural landscapes; however, not all categories of landscape characteristics occur in every landscape. Determining which landscape characteristics exist or did exist within the unique development of each landscape must be made, and only those landscape characteristics that exist or have existed in a particular landscape are identified in the CLI.
- Landscape characteristics are valuable in understanding the evolution of the appearance of the landscape over time. They may or may not retain integrity (i.e., existed in a relatively unchanged state since the established period(s)

Figure 8: Chronology of Classification Systems

<p>1984 Landscape Components</p> <p>Overall Patterns of Spatial Organization</p> <p>Land Use: Categories and Activities</p> <p>Response to Natural Features</p> <p>Circulation Networks</p> <p>Boundary Demarcations</p> <p>Vegetation Related to Land Use</p> <p>Cluster Arrangement</p> <p>Structure: Type, Function, Materials, Construction</p> <p>Small-Scale Elements</p> <p>Historical Views and Other Perceptual Qualities</p> <p>Source: <i>Cultural Landscapes: Rural Historic Districts in the National Park System.</i></p>	<p>1987 Landscape Features</p> <p>Spatial Relationships and Orientations</p> <p>Land Uses</p> <p>Natural Features</p> <p>Circulation Systems</p> <p>Landscape Dividers</p> <p>Topography and Grading</p> <p>Vegetation</p> <p>Buildings, Structures, and Lighting</p> <p>Drainage and Engineering Structures</p> <p>Site Furnishings and Small-Scale Elements</p> <p>Water Bodies, Sculpture, and Signs</p> <p>Views and Vistas</p> <p>Source: <i>National Register Bulletin 18: How to Evaluate and Nominate Designed Historic Landscapes</i></p>	<p>1990 Landscape Features</p> <p><i>Processes</i></p> <p>Patterns of Spatial Organization</p> <p>Land Uses and Activities</p> <p>Response to the Natural Environment</p> <p>Cultural Traditions</p> <p><i>Components</i></p> <p>Circulation Networks</p> <p>Boundary Demarcations</p> <p>Vegetation Related to Land Use</p> <p>Buildings, Structures, and Objects</p> <p>Clusters</p> <p>Archeological Sites</p> <p>Small-Scale Elements</p> <p>Source: <i>National Register Bulletin 30: Guidelines for Evaluating and Documenting Rural Historic Landscapes.</i></p>												
<p>1996 Organizational Elements and Character-Defining Features</p> <p><i>Organizational Elements</i></p> <p>Spatial Organization</p> <p>Land Patterns</p> <p><i>Character-Defining Features</i></p> <p>Topography</p> <p>Vegetation</p> <p>Circulation</p> <p>Water Features</p> <p>Structures, Site Furnishings, and Objects</p> <p>Source: <i>The Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for the Treatment of Cultural Landscapes.</i></p>	<p>1997 Landscape Characteristics</p> <table border="0"> <tbody> <tr> <td>Natural Systems and Features</td> <td>Vegetation</td> </tr> <tr> <td>Spatial Organization</td> <td>Buildings and Structures</td> </tr> <tr> <td>Land Use</td> <td>Views and Vistas</td> </tr> <tr> <td>Cultural Traditions</td> <td>Constructed Water Features</td> </tr> <tr> <td>Cluster Arrangements</td> <td>Small-Scale Features</td> </tr> <tr> <td>Topography</td> <td>Archeological Sites</td> </tr> </tbody> </table> <p>Source: <i>A Guide to Cultural Landscape Reports: Contents, Process, and Techniques and Cultural Landscapes Inventory Professional Procedures Guide.</i></p>		Natural Systems and Features	Vegetation	Spatial Organization	Buildings and Structures	Land Use	Views and Vistas	Cultural Traditions	Constructed Water Features	Cluster Arrangements	Small-Scale Features	Topography	Archeological Sites
Natural Systems and Features	Vegetation													
Spatial Organization	Buildings and Structures													
Land Use	Views and Vistas													
Cultural Traditions	Constructed Water Features													
Cluster Arrangements	Small-Scale Features													
Topography	Archeological Sites													

of significance), and therefore may or may not contribute to the significance of the landscape. Some landscape characteristics may be completely lost; some may be recent additions. Understanding what remains and what has been lost can influence the treatment of the landscape.

- Landscape characteristics exist primarily within the boundaries of a cultural landscape; however, it is important to identify the natural, cultural, and political context for every landscape. The context provides an understanding of the relationship between the landscape characteristics and the broader context in which the cultural landscape exists. The natural context includes the naturally occurring physical forms that have influenced the landscape, such as dominant landforms, watersheds, native vegetation, water bodies, and wetlands. The cultural and political contexts include land use, zoning, legal restrictions, transportation, utilities, population, and political jurisdiction (state, county, city, village, or town)

Recommended Landscape Characteristics and Definitions

The following is a recommended classification system of landscape characteristics. The list does not necessarily apply to all cultural landscapes, but rather provides a basis from which the relevant landscape characteristics for a landscape can be selected.

Landscape characteristics must be uniquely identified for each cultural landscape according to the type of landscape and the nature of its historical development. In addition, it is important to recognize that the list of characteristics is not mutually exclusive. For example, vegetation, buildings and structures, and views and vistas often assist in defining the spatial organization of a landscape. Therefore, understanding the relationship between landscape characteristics identified for a property is important in understanding the history of the landscape.

Natural Systems and Features: the natural aspects that have influenced the development and physical form of the landscape, which may include:

- ***geomorphology:*** the large scale patterns of land forms
- ***geology:*** the surficial characteristics of the earth
- ***hydrology:*** the system of surface and subsurface water
- ***ecology:*** the interrelationship between living organisms, each other, and their environment
- ***climate:*** weather conditions of temperature, wind velocity, and precipitation
- ***native vegetation:*** indigenous plant communities, and indigenous aggregate and individual plant features

Spatial Organization: the three-dimensional organization of physical forms and visual associations in the landscape, including the articulation of ground, vertical, and overhead planes that define and create spaces.

Land Use: the principal activities in the landscape that have formed, shaped, or organized the landscape as a result of human interaction.

Cultural Traditions: the practices that have influenced the development of the landscape in terms of land use, patterns of land division, building forms, stylistic preferences, and the use of materials.

Circulation: the spaces, features, and applied material finishes that constitute systems of movement in a landscape (e.g., paths, roads, bridges, railroads, navigable rivers, plazas, and malls).

Topography: the three dimensional configuration of the landscape surface characterized by features (e.g., slope and articulation,) and orientation (e.g., elevation and solar aspect).

Vegetation: individual and aggregate plant features of deciduous and evergreen trees, shrubs, vines, ground covers and herbaceous plants, and plant communities, whether indigenous or introduced.

Buildings and Structures: elements constructed primarily for sheltering any form of human activity are buildings (e.g., houses, barns, stables, schools, churches, and factories);

elements constructed for functional purposes other than sheltering human activity are structures (e.g., bridges, windmills, gazebos, silos and dams). Engineering systems are also structures, and mechanical engineering systems may be distinguished from structural engineering systems as follows:

- **mechanical engineering systems:** conduct utilities within the landscape, (e.g., power lines, hydrants, culverts, etc.)
- **structural engineering systems:** provide physical stabilization in the landscape (e.g., retaining walls, dikes and foundations)

Cluster Arrangement: the location and pattern of buildings and structures in the landscape and associated outdoor spaces (e.g., residential, industrial, or agricultural complexes of buildings and structures, crossroads, and other centers of cultural activity).

Small-Scale Features: the elements that provide detail and diversity for both functional needs and aesthetic concerns in the landscape (e.g., fences, benches, monuments, road markers, flagpoles, and signs).

Constructed Water Features: the built features and elements that utilize water for aesthetic or utilitarian functions in the landscape (e.g., fountains, pools, ponds, lakes, cascades, canals, and reservoirs).

Views and Vistas: the prospect created by a range of vision in the cultural landscape, conferred by the composition of other landscape characteristics. Views and vistas can be distinguished as follows:

- **views:** the expansive and/or panoramic prospect of a broad range of vision, which may be naturally-occurring or deliberately contrived
- **vistas:** the controlled prospect of a discrete, linear range of vision, which is deliberately contrived

Archeological Sites: the location of ruins, traces, or deposited artifacts in the landscape, evidenced by the presence of either surface or subsurface features (e.g., road traces, reforested fields, and the ruins of buildings and structures).

Contributing and Non-Contributing Features

For each landscape characteristic associated with physical forms (e.g., circulation, topography, small-scale features), “contributing” and “non-contributing” features are identified in the CLI. A contributing feature is a physical attribute associated with a landscape characteristic that retains integrity and therefore contributes to the significance of a cultural landscape. The contributing features identified at the end of Level II will serve as the basis for Level III: Feature Inventory and Assessment.

It should be noted that contributing features of landscape characteristics may or may not be considered “contributing resources” in National Register nominations or amendments. As defined, a contributing resource is a building, site, structure, or object that adds to the historic significance of a property. For example, a building or structure can be classified as an independent cultural resource by the National Register and defined as either a “contributing resource” or “non-contributing resource,” depending upon whether or not it adds to the historic significance of the landscape. However, the term “contributing resource” cannot be substituted for other landscape characteristics or features that are not considered to be independent cultural resources by the National Register (e.g., vegetation and spatial organization).

DOCUMENTING POTENTIALLY SENSITIVE DATA

Documenting Ethnographic Values and Resources

The cultural landscapes included in the CLI will primarily focus on those listed in or eligible for the National Register of Historic Places. Ethnographic values and resources associated with these landscapes will be documented as they relate to designed,

vernacular, and historic sites. The objective of including these ethnographic values and resources in the CLI is to provide an awareness of, and sensitivity to, all cultural perspectives, and to equally represent multiple cultural perspectives in management. The CLI will document land use and physical attributes of ethnographic landscapes. However, ethnographic values and resources will be documented in the CLI with these parameters:

- The CLI will only record *known ethnographic values*. Known values include those identified in planning documents as “culturally non-sensitive” information. The identification of ethnographic values will be through observations made based on common knowledge or available literature.
- The inclusion of all ethnographic information in the CLI will be refereed by cultural anthropologists in the support office or park.
- Ethnographic value will be indicated only in Level I and II. Level III inventories will not document ethnographic value because the location data of a feature may be considered sensitive information.
- For known ethnographic values documented as “culturally non-sensitive” information, record those values in CLAIMS at Level I or II within the Ethnographic Resources Information (ERI) data entry fields. These fields are intended to connect to the full ERI database in the future.

Recording Sensitive Data

The graphic or written documentation of sensitive archeological and/or ethnographic data needs to be carefully considered in completing the CLI. Documenting archeological and ethnographic site locations should be dealt with based on the standard policy of a region, cluster, or park. Consideration should be given to the resolution of the map/diagram, the type of site involved, and the frequency of on-site monitoring (i.e., visible NPS presence). Each region, cluster, or park should determine the appropriate approach to this issue based on the recommendations of an ethnographer and archeologist.

RECORDING MANAGEMENT DECISIONS

Management Category Determinations

The determination of a management category is one of the most important results of the inventory for it determines if, and how, the landscape will be preserved. Unfortunately, during the initial phase of the CLI, this determination will be difficult to make for many landscapes because of insufficient information. However, the completion of Level II and III of the CLI requires the selection of an appropriate management strategy with consultation and concurrence of park management.

Management Recommendations

The CLI provides a format for evaluating and documenting the significance of cultural landscapes. In addition, the CLI documents and tracks management decisions affecting the landscape. In order to respond to management needs for specific technical information regarding ongoing and proposed planning and treatment undertakings, and to respond to the management implications of the CLI evaluation, recommendations may be made based on the CLI effort. When necessary, recommendations should be presented in a cover memorandum. The memorandum should outline recommendations that are issue-oriented and professionally sound based on the information contained in the CLI.

ORGANIZING INFORMATION IN THE CLI

Adjacent Lands

In many cases lands outside of park boundaries that have a direct relationship to the significance of the cultural landscape in the park will be identified. Significant adjacent lands will be recorded in the CLI with a graphic and narrative description. This

documentation will assist in identifying opportunities that may exist regarding management of significant adjacent lands.

Graphic Standards

The CLI contains a variety of graphics including maps, diagrams, and photographs that serve to illustrate and document the existing conditions of the landscape and the features and relationships which contribute to its cultural significance. The level of documentation available for a landscape will vary from site to site and, in turn, will affect the content and accuracy of the maps. The following are the minimum graphic requirements for each inventory in the CLI:

- Level I: a site plan and at least one black and white photograph
- Level II: a site plan and a series of black and white photographs and color slides documenting the existing conditions of the landscape
- Level III: a site plan and at least one black and white photograph of the existing conditions of the feature

The purpose of each graphic included in the CLI needs to be clearly defined in terms of what is being illustrated. Maps included in the CLI need to be consistent in general content and format. However, the content and format of diagrams may take a variety of forms.

The site plan is an important component of the CLI at all levels. The preparation of at least one site plan of the landscape is required. At a minimum, the site plan should:

- be drawn at an approximate scale with the scale noted on the plan
- delineate the boundaries of the cultural landscape
- illustrate the existing conditions (including both contributing and noncontributing features), landscape characteristics, and relationships between resources
- have all features clearly keyed

A decision will need to be made regarding the appropriate scale for the site map. To clearly illustrate the landscape characteristics and

features of a landscape, more than one map may be necessary. Photographic documentation should include, at a minimum, both 35mm black and white photographs and color slides of each landscape. Finally, the inclusion of diagrams are not required but should be considered. For example, a site section and various schematic drawings may be an effective method of illustrating natural systems and features and spatial relationships.

Archival documentation should be considered. Minimal documentation exists for many cultural landscapes and for many the CLI may be the first documentation effort undertaken. Also, if a cultural landscape is known to be extremely significant, archival documentation is very appropriate.

The format for reporting the information contained in the CLI is based on the preprogrammed reports in CLAIMS. However, the format and content of the field forms used for collecting information will be determined by each CLI recorder.

A standard procedure for storing research material associated with an inventory (e.g., photographs, negatives, graphic material) should be adopted by each CLI coordinator. (For more information refer to the *Museum Handbook, Part I: Museum Collections, Appendix R: Curatorial Care of Photographic Collections* and *Conserve O Gram 14/2: Storage Enclosures for Photographic Prints and Negatives*)

GIS/GPS

Providing a link from the CLI to a Geographic Information System (GIS) is extremely desirable and should be considered as a component of the CLI implementation. At a minimum, pertinent CLI information should be stored in a manner that allows for uploading into GIS in the future. Two data entry fields have been defined within CLAIMS to begin to afford a connection to GIS: GIS File Name and GIS File Description. These fields should be completed if GIS information exists for the identified inventory unit.

If a region chooses to capture their CLI information for use in GIS, minimally this would require the use of GPS to record UTM coordinates for the landscape (boundaries, landscape characteristics and associated features). Each CLI Coordinator should consult with cluster and park GIS experts to determine the best procedure for collecting the information. Regarding the use of GPS, the following should be considered:

- clarify what is required to provide a link between CLAIMS and GIS
- identify what GPS equipment is needed to meet the goals of the CLI
- consult with GIS experts from both within and outside NPS, such as Regional GIS Coordinators, and CRGIS staff as well as Regional CLI Coordinators
- identify opportunities to coordinate the collection of UTM coordinates via GPS with other park data collection efforts

Footnotes and Endnotes

All narrative descriptions included in the CLI should include references, as appropriate. References should be included parenthetically within the body of the text and not in the form of footnotes or endnotes. Footnotes or endnotes can not be imported into CLAIMS. The format of all references should be in compliance with content and format guidelines in the most recent edition of *The Chicago Manual of Style*.

SECTION 2

Completing the CLI for Landscapes and Component Landscapes

INTRODUCTION

This section of the guide outlines all of the information (data elements) collected and recorded for landscapes and component landscapes in the CLI from Level 0 through Level II. The information included in this section is organized according to the sequence of data elements in the Cultural Landscapes Automated Inventory Management System (CLAIMS). Each data element is defined and instructions are given for how to provide the desired information. When a specific option (“pick list”) is associated with a data element, it is outlined and defined. Additionally, professional guidance and references are included to clarify data elements, as necessary. Those headings followed by (R) are required data elements that must be completed. If these fields are not completed, the inventory units will not be considered certified data when uploaded into the national database and will not be included in national reporting.

PROPERTY LEVEL AND CLI NUMBERS

Inventory Unit Name (R)

Provide the name officially designated for the inventory unit. For example, an inventory unit name might be Gettysburg National Military Park. This name will appear in CLAIMS queries and reports. The inventory unit name may be a current name, a historic name, or a name that is both current and historic.

(See Defining the Inventory Unit Name)

Property Level (R)

Indicate the property level of the inventory unit. The need to clearly articulate the character and physical aspects of a cultural landscape for management may warrant its subdivision into identifiable components and/or features. The subdivision of a landscape in the CLI is referred to as the property level. Select one of the following levels:

Landscape: the primary focus of the CLI. It is the combination of component landscapes and/or features that define a cultural landscape, which is eligible for the National Register of Historic Places. Examples may include Gettysburg National Military Park, Grant-Kohrs Ranch National Historic Site, Cades Cove Historic District (Great Smoky Mountains National Park), Dungeness Historic District (Cumberland Island National Seashore), Frederick Law Olmsted National Historic Site, and Ebey’s Landing National Historical Reserve.

Component Landscape: the definable physical area of a landscape that contributes to the significance of a National Register property or, in some cases, is individually eligible for the National Register. A component landscape warrants individual documentation to adequately record the physical character of the overall landscape and can be further subdivided into smaller features. Examples may include a garden, canyon, overlook, cemetery, campground, cave, farmstead, and road system.

CLI Identification Number (R)

Indicate the unique six-digit number that identifies the inventory unit.

Note: A CLI identification number may fall between 1 and 999999. Each NPS cluster is

Defining the Inventory Unit Name

Naming Districts

Use traditional terms such as “village,” “ranch,” “courthouse square,” or “townsite,” or the generic term “historic district,” to indicate the kind of district when naming districts based on their location or historic ownership. Modifiers such as “prehistoric,” “commercial,” “civic,” “rural,” “industrial,” or “residential” may also be used to define the predominant historic quality of a district. Names of historic districts should reflect the area as whole rather than specific resources. For example:

Mystic Townsite Historic District

Snake Valley Archeological District

Burke’s Garden Rural Historic District

Properties With Common Names

Differentiate properties with common names by numbering them or adding the location to the name. For example:

United States Post Office - Walnut Street Branch

World War II Japanese Fortification - Site 2

Properties With Same Names in Different Parks or Regions

If properties with the same name are found in different parks or regions during the annual upload processing, the National Center staff may rename an inventory unit to clarify its location. Each region will be contacted prior to renaming the inventory unit. The renaming will start with the region-defined inventory unit name followed by a hyphen and then the park alpha code. For example:

Miller Farm - DEWA

Miller Farm - SLBE

Superintendent’s Residence - MUWO

Superintendent’s Residence - CRLA

given a range of allowable numbers by the National Center. CLAIMS limits its assignment of these numbers to within a cluster’s allowable range. This unique six-digit number is automatically assigned by CLAIMS when an inventory unit is created.

'Parent-Child' Relationships in the CLI and CLAIMS

In order to associate related inventory units (e.g., landscapes, component landscapes), a “parent-child” relationship must be established in CLAIMS. The landscape is the ultimate parent in this relationship, and landscape features, component landscapes, and component landscape features are children. As designed, all ‘parents’ of an inventory unit must be inventoried at Level 0 or above, and entered into CLAIMS, prior to entering the inventory unit into the database. For example, to enter the CLI information for the Northwest quadrant of Manassas Battlefield (a component landscape), the Manassas Battlefield (the parent landscape) must be entered in CLAIMS at Level 0 or above. Ideally, Level 0 is completed for a park prior to any other inventory work, which would establish all parent-child relationships.

As the CLI is completed in a park, the parent-child relationships may be refined and revised. Revisions to the parent-child relationships in the CLI need to address all related inventory units. Therefore, in CLAIMS, prior to changing the property level of an established inventory unit, all related inventory units must be revised first. For example, take a landscape that has two landscape features, one component landscape, and two component landscape features. To change that landscape to a component landscape would require, at a minimum, establishing a new “parent” landscape for itself and the component landscape and component landscape features previously identified, along with changing the property level of the two landscape features to component landscape features. Refer to Section 1 (Figure 5) for a graphic illustration of the parent-child relationship.

Parent Landscape (R)

Provide the name and unique six-digit number that identifies the ‘parent landscape’ of the inventory unit. If the inventory unit is a landscape, the parent landscape CLI ID number is the same as the CLI identification number (i.e., a landscape is its own parent). The parent landscape name and number are automatically assigned by CLAIMS when the inventory unit is created.

(See ‘Parent-Child’ Relationships in the CLI and CLAIMS)

PARK INFORMATION

Park Name and Alpha Code (R)

Indicate the park name and four-digit alpha code that uniquely identifies a park (e.g., Gettysburg National Military Park, GETT). Select one park name and alpha code from Appendix G: Park Organization, Alpha Codes, and Org Codes.

(See Appendix G: Park Organization, Alpha Codes, and Org Codes)

Note: The park name and alpha code are automatically entered by CLAIMS when an inventory unit is created in association with a particular park.

Park Organization Code (R)

Indicate the four-digit numeric code that uniquely identifies a particular park (e.g., 1700 identifies Acadia National Park). Select one park organization code from Appendix G: Park Organization, Alpha Codes, and Org Codes.

(See Appendix G: Park Organization, Alpha Codes, and Org Codes)

Note: The park organization code is automatically entered by CLAIMS when an inventory unit is created in association with a particular park.

Subunit/District Name Alpha Code (R)

If applicable, indicate the name and four-digit alpha code that uniquely identifies a geographic district within boundaries of a park. The alpha code for subunit/district may be the same as, or different than, the alpha code for the park (e.g., GATE indicates the Gateway Breezy Point District, as well as the park and the three other districts in the park). This information will only be available for specific large parks that have established subunits or districts for management purposes. Select one subunit/district name and alpha code from Appendix G: Park Organization, Alpha Codes, and Org Codes.

(See Appendix G: Park Organization, Alpha Codes, and Org Codes)

Note: The subunit/district name and alpha code are automatically entered by CLAIMS when an inventory unit is created in association with a particular subunit/district of a park.

Subunit/District Organization Code (R)

If applicable, indicate the four-digit numeric code that uniquely identifies a geographic district within the boundaries of a park (e.g., 1772 identifies the Gateway Breezy Point District of Gateway National Recreation Area). This information will only be available for specific large parks that have established subunits or districts for management purposes. Select one subunit/district organization code from Appendix G: Park Organization, Alpha Codes, and Org Codes.

(See Appendix G: Park Organization, Alpha Codes, and Org Codes)

Note: The subunit/district organization code is automatically entered by CLAIMS when an inventory unit is created in association with a particular subunit/district of a park.

Park Administrative Unit (R)

If applicable, indicate the four-digit alpha code that uniquely identifies the park that administers the inventory unit. In most cases an inventory unit's administrative park is the same as its park name; however, in some cases there is a separate administrative park for the inventory unit (e.g. Meridian Hill Park is administered by Rock Creek Park, Clara Barton National Historic Site is administered by George Washington Memorial Parkway, and Brices Crossroads is administered by Natchez Trace Parkway). Select one park administrative unit code from Appendix G: Park Organization, Alpha Codes, and Org Codes.

(See Appendix G: Park Organization, Alpha Codes, and Org Codes)

Note: The park administrative unit alpha code is automatically entered by CLAIMS when an inventory unit is created.

Note: The above information is the minimum amount of information that must be entered in order to establish a new inventory unit in the CLAIMS database (i.e., Level 0).

INVENTORY SUMMARY

General Information

CLI General Information: This predefined text provides an introduction to the national CLI program offering an overview of key terms, methodology, processes and intended results. This text is printed in the Executive Summary of the Park Report and CLI Coordinator Review Report.

Park and the CLI: Provide a transition from the broader national CLI program information to more specific park CLI information. Substantially different than the Inventory Unit Description, this text should highlight any unique regional or support office issues related to the CLI, the types and quantity of CLI work occurring in the park, if there is a specific reason for the work (impending planning, development, threats, etc.), and the primary park contact information.

Inventory Level (R)

Indicate the CLI inventory level. The inventory level identifies the scope of work associated with the inventory of a property. A four level process has been designed to facilitate identifying the potential scope of cultural landscapes in a systematic manner, establish priorities for further inventory, and to research and respond to specific park management needs. Select one of the following levels:

Level 0: Park Reconnaissance Survey: identifies the scope of landscapes and component landscapes in a particular park, existing and needed information about the resources, immediate threats to the resources, and establishes priorities for Level I inventory. Priorities for Level I inventories are: landscapes which lack information, where that lack of

information adversely affects the preservation or management of the resource; or where such information is required for current or proposed park planning, resource management efforts, cultural and natural resource research projects (e.g. General Management Plan, Historic Resource Study, Cultural Landscape Report, Vegetation Management Plan); or development and construction projects (e.g. utilities upgrade, FHWA projects) that require baseline cultural landscape information.

Level I: Landscape Reconnaissance Survey: identifies existing and needed information for a specific landscape or component landscape in a park. Research is the primary function of Level I, involving a literature search of all readily available secondary source material. In addition, a site visit is conducted. Level I provides an initial evaluation of the significance and character of the landscape or component landscape if the landscape has not been previously evaluated or adequately documented. Additionally, priorities are established for Level II inventory. Priorities for Level II inventories are landscapes with immediate threats, proposed development or construction projects (e.g. utilities upgrade, FHWA projects); are part of park planning or resource management efforts (e.g. General Management Plans, etc.); have undetermined National Register status, or are lacking information.

Level II: Landscape Analysis and Evaluation: identifies the landscape characteristics and their associated features of a specific landscape or component landscape. For landscapes or component landscapes whose National Register eligibility was undetermined prior to the CLI process, completion of a Level II CLI requires a consensus determination by the State Historic Preservation Office. If a determination of eligibility for the landscape or component landscape was made prior to the inventory process, the determination must be clarified within the explanatory narrative of the National Register information portion of the CLI. Level II includes condition assessment of the landscape or component landscape, and costs associated with treatment and/or stabilization are recorded. Finally, priorities are established for Level III inventory and the preparation of Cultural Landscape Reports. Priorities for Level III inventories are landscape features whose significance and/or condition

with respect to park planning or resource management objectives require a more detailed level of information. The CLI is not considered complete until a Level II CLI is finished and has SHPO determination.

Note: Level 0 is the default if no level is chosen. If all data has not been entered into the inventory unit, the landscape should continue to be identified as Level I.

Level I and II are completed for each landscape eligible for the National Register of Historic Places and each component landscape either individually eligible or contributing to a landscape. As the inventory process proceeds from Level 0 to II, additional information is collected and prior information acquired is refined. The relationship between Level I and II is very direct; the CLI is not considered finished until Level II has been fully completed.

The fourth level of the inventory process (Level III) is completed at the feature level, as described in Section 3 of this guide.

Completion Status (R)

Provide the following information regarding the completion of each inventory level (0, I, II) selected:

Data Collection Date (R)

Indicate the date (mm/dd/yyyy) the inventory data collection was completed.

Data Collection Recorder (R)

Indicate the individual(s) who completed the research and fieldwork associated with the inventory. Enter the individual's full name or first initial and last name. If there are multiple recorders, list all names and separate them with a comma.

Data Entry Date (R)

Indicate the date (mm/dd/yyyy) the data entry into CLAIMS was completed. This is the date printed on the cover of the Park Report and the CLI Coordinator Review Report.

Data Entry Recorder (R)

Indicate the individual(s) who completed the data entry of the inventory unit into

CLAIMS. Enter the individual's full name or first initial and last name. If there are multiple recorders, list all names and separate them with a comma.

Site Visit Conducted (R)

Indicate whether or not a site visit was conducted. In CLAIMS, checking the box indicates that a site visit was conducted; leaving the box blank indicates that a site visit was not conducted.

Park Superintendent Concurrence (R)

Indicate whether or not the Park Superintendent concurs that a Level II inventory has been completed and concurs with the findings. The Park Superintendent Concurrence box comes up only when Level II has been indicated for the level. In CLAIMS, checking the box indicates that the Park Superintendent does concur that a Level II CLI was completed for the Inventory Unit; leaving the box blank indicates that the Park Superintendent does not concur. This field is required for Level II.

Date of Concurrence (R)

Indicate the date (mm/dd/yyyy) the Park Superintendent concurred, based on the date of the official letter or memorandum from the park. If the Park Superintendent Concurrence box is checked, the Date of Concurrence box can be seen and must be completed. This field is required for Level II.

Explanatory Narrative (R)

Provide a narrative explanation of the completed inventory work, including when the fieldwork was completed, who performed the tasks, and recommendations for future inventory efforts. Indicate if the park has agreed to the content of the inventory and whether or not it has been transmitted to the National Center. Provide any clarifying details regarding the role of the CLI recorder(s) (fieldwork vs. data entry), if appropriate.

(See *Park Superintendent Concurrence Process*.)

Park Superintendent Concurrence Process

Three CLAIMS data sections require Park Superintendent Concurrence: Completion Status (at completion of Level II), Revisions (and subsequent updates), and Condition Assessment (and subsequent updates).

Once a CLI has been completed for an individual inventory unit or for an entire park, and a final presentation has been made to the park staff reviewing the results, a letter or memorandum must be obtained from the Park Superintendent noting concurrence. The letter should specifically state that concurrence is given for the entire park, individual inventory units or for individual sections within the CLI (condition assessment, revisions, or completion of Level II).

The date of the Park Superintendent Concurrence letter is the date entered into CLAIMS. For record keeping purposes, keep the Park Superintendent Concurrence letter on file in the regional or support office.

Park Superintendent Concurrence (R)

Indicate whether or not the Park Superintendent concurs with the revision. In CLAIMS, checking the box indicates that the Park Superintendent does concur; leaving the box blank indicates that the Park Superintendent does not concur.

Date of Concurrence (R)

Indicate the date (mm/dd/yyyy) the Park Superintendent concurred, based on the official letter or memorandum from the park. If the Park Superintendent Concurrence box is checked, the Date of Concurrence box can be seen and must be completed.

Explanatory Narrative (R)

Provide a narrative explanation of the scope of the revisions, who performed the tasks and indicate whether or not a site visit was conducted.

(See *Park Superintendent Concurrence Process*.)

REVISIONS

Revisions (R)

Record revisions to a completed inventory. The revisions recorded should involve substantive changes to the data in CLAIMS, such as changes in National Register documentation based on an amendment to an existing National Register nomination, or changes in condition recorded as part of ongoing monitoring of an inventory unit. Provide the following information regarding each change:

Revision Date (R)

Indicate the date (mm/dd/yyyy) the revision was made.

Recorder (R)

Indicate the individual(s) who prepared the revision. Enter the individual's full name or first initial and last name. If there are multiple recorders, list all names and separate them with a comma.

CLI HIERARCHY DESCRIPTION

CLI Hierarchy Description (R if hierarchy exists)

Provide a narrative description of the process used to subdivide the landscape associated with the inventory unit into property levels (i.e., landscape features, component landscapes, and component landscape features). The narrative should describe the professional decisions made in determining the boundaries of the inventory units. The hierarchy should be based on the character and complexity of the landscape and not on management needs (e.g., a DCP underway, or administered by a different park).

CLI Hierarchy Description Graphic

Provide one or more graphics that illustrate the relationship of the inventory unit to the division of the landscape, as per the CLI hierarchy description. For each graphic, provide the following information:

Graphic Path

This unique descriptor provides the hard disk path for each graphic in CLAIMS and is automatically assigned when the graphic is imported into the CLAIMS' graphics subdirectory.

Graphic Caption

Provide a title and/or brief description of the graphic.

DESCRIPTIVE AND GEOGRAPHIC INFORMATION

Current and Historic Names (R)

Provide the following information regarding the name(s) associated with the inventory unit.

Name (R)

Indicate the name(s) associated with the inventory unit. The name may be current, historic, or both current and historic. This may also be the same as the inventory unit name.

Type of Name (R)

Indicate the type of name. Select one of the following:

- Current
- Historic
- Both Current and Historic

(See *Defining Current and Historic Names*)

Inventory Unit Description (R)

Provide a brief narrative that includes:

- a physical description of the landscape, including size, location and setting, landscape type or style, distinct qualities, and significant features;
- a brief explanation of the period of significance for the landscape;
- a description of the condition, both historic and current, and integrity of the landscape; and

Defining Current and Historic Names

Current Name

The current name(s) may reflect the property's history, current ownership, or popular use and may or may not fall into the categories given for historic names.

Historic Name

The historic name(s) best reflects the property's historic importance or was commonly used for the property during the period of significance. The historic name may be preferred for general reference because it continues to be meaningful, regardless of changes in ownership or use, and most often relates to the reasons that the property is eligible for the National Register.

Using Names of Persons

When a current or historic name relates to or is associated with a person, enter the name as it is listed in the *Dictionary of American Biography*, using the following format: last name, first name. For example:

Burnham, Daniel

Vaux, Calvert

- a brief summary of the analysis and evaluation of the landscape characteristics features.

The description should be concise, factual, and well organized. Use common professional terms when describing a landscape. Define any regional or local terms that are not commonly understood or in general use.

(See *Publications for Documenting Cultural Landscapes*)

Location Map (R)

Provide one or more graphics that illustrates the regional location of the inventory unit. In addition, provide the following information:

Graphic Path (R)

This unique descriptor provides the hard disk path for each graphic in CLAIMS and is automatically assigned when the location map is imported into the CLAIMS' graphics subdirectory.

Publications for Documenting Cultural Landscapes

National Register Bulletins:

- #2 Nomination of Deteriorated Properties
- #6 Nomination of Properties Significant for Association with Living Persons
- #9 Improvement of Documentation for Properties Nominated to the National Register
- #14 Guidelines for Counting Contributing and Noncontributing Resources
- #15 How to Apply the National Register Criteria for Evaluation (Draft 1982)
- #16 Guidelines for Completing National Register of Historic Places Forms
- #18 How to Evaluate and Nominate Designed Historic Landscapes
- #19 National Park Service Procedures and Policies for Processing Nominations
- #21 How to Establish Boundaries for National Register Properties
- #22 How to Evaluate and Nominate Potential National Register Properties That Have Achieved Significance Within the Last Fifty Years
- #23 How to Improve the Quality of Photos for National Register Nominations
- #24 Guidelines for Local Surveys: A Basis for Preservation Planning
- #25 Directory of Technical Assistance
- #28 Using the UTM Grid System to Record Historic Sites
- #30 Guidelines for Evaluating and Documenting Rural Historic Landscapes
- #38 Guidelines for Evaluating and Documenting Traditional Cultural Properties
- #40 Guidelines for Identifying, Evaluating, and Registering America's Historic Battlefields
- #41 Guidelines for Evaluating and Registering Cemeteries and Burial Places
- #42 Guidelines for Identifying, Evaluating, and Registering Historic Mining Properties
Defining Boundaries for National Register Properties
Suburban Development (Draft 2001)

Books and Articles:

- American Society of Landscape Architects. *Landscape Architecture, Preservation Leaps the Garden Wall*. Vol. 71, No. 1. Louisville, CASTLE, January 1981.
- Betts, Edwin Morris, ed. *Thomas Jefferson's Garden Book: 1766-1824*. Philadelphia: Memoirs of the American Philosophical Society, Vol. 22, 1944.
- Birnbaum, Charles A. *Preservation Brief 36: Protecting Cultural Landscapes: Planning, Treatment and Management of Historic Landscapes*. Washington, 1994.
- Birnbaum, Charles A. and Robin Karson, eds. *Pioneers of American Landscape Design*. New York, 2000.
- Copps, David H. *Views From the Road: A Community Guide for Assessing Rural Historic Landscapes*. Washington and California: Island Press, 1995.
- Fein, Albert. *Frederick Law Olmsted and the American Environmental Tradition*. New York: Braziller, 1972.
- Favretti, Rudy J. and Favretti, Joy Putnam. *Landscapes and Gardens for Historic Buildings*. Nashville, TN: American Association for State and Local History, 1978.
- Gilbert, Cathy, Robert R. Page, and Susan Dolan. *A Guide To Cultural Landscape Reports: Contents, Process, and Techniques*. Washington, 1998.
- Jellicoe, Geoffrey and Susan. *The Landscape of Man*. London: Thames and Hudson, 1975.
- Melnick, Robert. *Cultural Landscapes: Rural Historic Districts in the National Park System*. Washington, DC: National Park Service, U.S. Department of the Interior, 1984.
- Newton, Norman T. *Design on the Land*. Cambridge, MA: Harvard University Press, 1971.
- Simonds, John. *Landscape Architecture, The Shaping of Man's Natural Environment*. New York: McGraw-Hill Book Company, Inc., 1961.
- Tishler, William, ed. *American Landscape Architecture, Designers and Places*. Washington: Preservation Press, 1989.
- Watts, May. *Reading the Landscape of America*. New York: Collier-MacMillan Publishers, 1975.

Graphic Caption (R)

Provide a title and/or brief description of the location map.

Regional Context (R)

Provide the following information for each type of regional context (i.e., physiographic, cultural, and political) associated with the inventory unit:

Type of Context (R)

Indicate the type of context. Select one of the following categories:

Physiographic: the large scale physical forms and patterns of the landscape (hill, plateau, ravine, drumlin, etc.).

Cultural: the general human overlay on the physical form of the landscape.

Political: the overlay imposed on the landscape through general land use, zoning, legal restrictions, transportation, utilities, population, and political jurisdiction (e.g., state, county, city, village).

Description (R)

Provide a written description of the type of context.

Graphics

Provide a graphic illustrating the type of context. For the graphic, provide the following information:

Graphic Path

This unique descriptor provides the hard disk path for each graphic in CLAIMS and is automatically assigned when the graphic is imported into the CLAIMS' graphics subdirectory.

Graphic Caption

Provide a title and/or brief description for each graphic.

Management Unit

If applicable, indicate the park management unit within which the inventory unit is located. Individual parks define management units, hence the format varies including alphabetic, numeric or alphanumeric codes.

Tract Numbers

If applicable, indicate the land tract numbers associated with the inventory unit. The tract numbers can be found in the NPS regional or support office land resources program.

State and County (R)

From the picklists, provide the following information regarding the location of the inventory unit:

State (R)

Indicate the state(s) in which the inventory unit is located.

County (R)

Indicate the name of the county(ies), parish(es), district(s), or equivalent area where the inventory unit is located.

Size (Acres) (R)

Provide the acreage for the inventory unit. Acreage should be accurate to the nearest whole acre; fractions of acres should be recorded, if known. Where accuracy to one acre is not practical, for example districts over 100 acres, a USGS acreage estimator may be used to calculate acreage.

Boundary Description (R)

Provide a narrative description of the boundaries of the inventory unit that includes a brief and concise explanation of the reasons for selecting the boundaries. The description should be based on the inventory unit's historic significance and integrity. Use one of the following formats to describe the inventory unit boundary:

- a legal parcel number
- a block and lot number

Guidelines for Selecting Boundaries

All Cultural Landscapes

Carefully select boundaries to encompass, but not to exceed, the full extent of the significant resources and land area making up the property.

The area to be registered should be large enough to include all historic features of the property, but should not include "buffer zones" or acreage not directly contributing to the significance of the property.

Leave out peripheral areas of the property that no longer retain integrity, due to subdivision, development, or other changes.

"Donut holes" are not allowed. No area or resources within a set of boundaries may be excluded from listing in the National Register. Identify nonhistoric resources within the boundaries as noncontributing.

For historic sites, select boundaries that encompass the area where historic events took place. Include only portions of the site retaining historic integrity and documented to have been directly associated with the event.

Use the following features to mark the boundaries:

- legally recorded boundary lines.
- historic legal boundaries of a single property, a group of properties, or an entire political jurisdiction when the historic property possesses continuity of historic landscape characteristics throughout, even though the ownership or division of land may have changed.
- current legal boundaries, when they coincide with the area retaining historic landscape characteristics today. Acreage may be the same or smaller than that within the historic boundaries.
- manmade features, such as stone walls; hedgerows; drainage ditches; the curblines of highways, streets, and roads; areas of new construction.
- boundary demarcations that are relatively permanent, such as stone fences, irrigation or drainage ditches and mature hedge rows, when such barriers are based on historic land use or ownership and encompass the concentration of related historic landscape characteristics.
- long-standing vegetation that is visible at all seasons, such as a row of hardwoods, when it marks the edge of the area containing historic landscape characteristics.
- rights-of-way, such as roads, established paths, and highways, when they separate areas of land that are historically significant from those that are either unrelated, insignificant, or not historic.
- natural topographic features, such as ridges, valleys, rivers, and forests.

- natural features, such as rivers, lakeshores, ridges, plateaus, and contour elevations when such features limited the historic development of the land and continue to contain historic landscape characteristics.
- for large properties, topographic features, contour lines, and section lines marked on USGS maps.
- lines drawn along or between fixed points, such as shorelines, or the intersection of two roads, when they contain the area retaining historic landscape features.
- changes in nature of development or spatial organization, such as the departure of a community having vast tracts of communally owned farmland from the typical Midwestern grid of 160-acre farms, when differences are related to significance.
- edges of new development, such as modern housing, limited access highways, or industrial parks.

Historic Districts

Select boundaries to encompass the single area of land containing the significant concentration of buildings, sites, structures, or objects making up the district. The district's significance and historic integrity should help determine the boundaries.

Consider the following factors:

- visual barriers that mark a change in the historic character of the area or that break the continuity of the district, such as new construction, highways, or development of a different character.
- visual changes in the character of the area due to different architectural styles, types or periods, or to a decline in the concentration of contributing resources.
- boundaries at a specific time in history, such as the original city limits or the legally recorded boundaries of a housing subdivision, estate, or ranch.
- clearly differentiated patterns of historical development, such as commercial versus residential or industrial.

A historic district may contain discontinuous elements only under the following circumstances:

- when visual continuity is not a factor of historic significance, when resources are geographically separate, and when the intervening space lacks significance: for example, a cemetery located outside a rural village.
- when manmade resources are interconnected by natural features that are excluded from the National Register listing: for example, a canal system that incorporates natural waterways.
- when a portion of a district has been separated by intervening development or highway construction and when the separated portion has sufficient significance and integrity to meet the National Register criteria.

Guidelines for Narrative Boundary Descriptions

Describe the boundaries in a narrative using street names, property lines, geographical features, and other lines of convenience. Begin by defining a fixed reference point and proceed by describing the perimeter in an orderly sequence, incorporating both dimensions and direction. Draw boundaries that correspond to rights-of-way to one side or the other but not along the centerline. For example:

Beginning at a point on the east bank of the Lazy River and 60' south of the center of Maple Avenue, proceed east 150' along the rear property lines of 212- 216 Maple Avenue to the west curblin of Main Street. Then proceed north 150' along the west curblin of Main Street, turning west for 50' along the rear property line of 217 Maple Avenue. Then proceed north 50' to the rear property line of 215 Maple Avenue, turning west for 100' to the east bank of the Lazy River. Then proceed south along the riverbank to the point of origin.

To describe only a portion of a city lot, use fractions, dimensions, or other means. For example:

*The south 1/2 of Lot 36,
The eastern 20 feet of Lot 57*

For rural properties where it is difficult to establish fixed reference points such as highways, roads, legal parcels of land, or tax parcels, refer to the section grid appearing on the USGS map if it corresponds to the actual boundaries. For example:

NW 114, SE 114, NE 114, SW 114, Section 28, Township 35, Range 17

For rural properties less than one acre, the description may be based on the dimensions of the property fixed upon a single point of reference. For example:

The property is a rectangular parcel measuring 50 x 100 feet, whose northwest corner is 15 feet directly northwest of the northwest corner of the foundation of the barn and whose southeast corner is 15 feet directly southeast of the southeast corner of the foundation of the farmhouse.

- a sequence of metes and bounds
- dimensions of a parcel of land fixed upon a given point such as the intersection of two streets, a natural feature, or a manmade structure

(See *Guidelines for Selecting Boundaries and Guidelines for Narrative Boundary Descriptions*)

GIS File Name

Provide one or more GIS file names and their file location for each file that relates directly to the inventory unit. Files may consist of corrected or uncorrected GPS files, arcview shape files, exported Arcinfo files, or other types of associated GIS files (i.e. .ssf, .cor, dwg, .dxf, .dgn, shp, dbf, .txt, .tiff, .jpg, .bil, .sid, .bmp, .img). CLAIMS does not store or import this information; it is purely for reference. For example:

Roads.shp	d:/GIS/claimsfiles/slbe/roads.shp
Vegetation.cor	Regional GIS Office; contact GIS Coordinator Peter Budde at 608-256-7585
Trails.e00	Park GIS Office; contact Mark Tribe at 404-562-3117
farmstead1.dwg	CAD drawing residing in SESO CL program
ulsg.sid	d:/GIS/claimsfiles/ulsg/images/ulsg.sid
landsat.img	ERDAS Imagine format satellite imagery

GIS File Description

For each GIS file listed under GIS File Name, provide a brief description of the contents of the file, if processing needs to occur and whether the information is already in the regional or park GIS system. For example:

Roads.shp	Centerline of all major roads from 1890-1980; arcview shape file; in regional and park GIS as of 1998
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Vegetation.cor differentially/corrected
GPS points for all
memorial trees in
cemetery

Trail.e00 Centerline of trail;
exported Arcinfo file

Boundary UTMS (R)

The Universal Transverse Mercator (UTM) Grid System is a method of recording the geographic location of a historic property. The UTM grid references may be determined from USGS maps with UTM ticks or translated from a Global Positioning System (GPS). The zone number, easting, and northing make up the complete UTM grid reference for any point and distinguish it from any other point on earth. Enter one or more UTM grid references to identify the exact location of the property (a United States Geological Survey (USGS) quadrangle map and a UTM counter are necessary tools for manually determining UTM reference points). Enter only complete, unabbreviated references. The order of the UTMs should follow protocol, begin with the northeasternmost point and proceed clockwise. Provide the following information for each UTM point:

Source (R)

Describe the source of the UTM point. Select one of the following:

- USGS Map 1:24,000
- USGS Map 1:62,500
- USGS Map 1:100,000
- GPS-Differentially Corrected
- GPS-Uncorrected

Type of Point (R)

Describe the type of point the UTM represents. Select one of the following:

- Point
- Area
- Line

Datum (R)

Identify the datum of the USGS map. Select one of the following:

- NAD 27 (North American Datum of 1927)
- NAD 83 (North American Datum of 1983)
- Other

Note: *If Other is chosen, define the other type of datum being referenced.*

UTM Zone (R)

Describe the zone location of the inventory unit. UTM divides the world into 60 zones, running north and south, each covering six degrees longitude and numbered beginning at the 180-degree meridian.

Guidelines for Linking GIS to CLAIMS

CLAIMS, as one repository of land based information, is an appropriate database to offer a link to GIS. The spatial abilities of GIS offers CLAIMS a unique opportunity to graphically display the detailed cultural landscape data that lie within the database. As a starting point, the GIS File Name and GIS File Description fields begin to identify GPS, GIS and CAD files that have been created while doing CLI work, noting their locations and status of use.

In FY 2001, a Cultural Landscapes Inventory GIS (CLIGIS) white paper was prepared outlining the actions needed to link CLAIMS to GIS. The paper identified measures to use the unique CLI number and CLAIMS data fields to link to a GIS. The intent is to use the GIS to delineate CLI data geographically and make that data available for incorporation into existing park and regional GIS. As a feasibility study is undertaken addressing the task of moving CLAIMS to the web, the GIS link will be more fully addressed.

The existing CLAIMS data fields that are critical for linking to GIS are the unique CLI ID number, UTMs, GIS File Name and GIS File Description. It is crucial that UTM data entered into CLAIMS be accurate-specifically the zones, eastings and northings. Use up-to-date UTMs (1995 and later) or take the time to calculate new UTMs during the CLI work. Any GIS File Name identified must be described as to its relative accuracy and the specific content of each of the data types. Thorough metadata should address those issues.

Guidelines for Entering UTM References

For properties less than 10 acres, enter the UTM reference for the point corresponding to the center of the property.

For properties of 10 or more acres, enter three or more UTM references. The references should correspond to the vertices of a polygon drawn on the USGS map according the following steps:

- 1) Draw a polygon of three or more sides on the USGS map that approximately encompasses the area to be registered.
- 2) Label the vertices of the polygon alphabetically, beginning at the northeast corner and moving clockwise.
- 3) Determine the UTM reference for the point corresponding to each vertex (*See Instructions for Determining UTM References*)
- 4) Enter the references alphabetically on the form. Use a continuation sheet for additional references.

For linear properties of 10 or more acres, such as a railroad, canal, highway, or trail, enter three or more UTM references. The references should correspond to points along a line drawn on the USGS map according to the following steps:

- 1) Draw a line on the USGS map indicating the course of the property.
- 2) Mark and label alphabetically points along the line that correspond to the beginning, end, and each major shift in direction. Order letters in sequence from beginning to end.
- 3) Determine the UTM reference for each point.
- 4) Enter the references alphabetically on the form. Use a continuation sheet for additional references.

If UTM references define the boundaries of the property, as well as indicate location, the polygon or line delineated by the references must correspond exactly with the property's boundaries.

UTM Easting (R)

Describe the distance, in meters, from the central meridian to the inventory unit. The easting coordinates within the UTM zone are lines that measure the number of meters east of a prime meridian.

UTM Northing (R)

Describe the distance, in meters, from the equator to the inventory unit. The northing coordinates within the UTM zone are lines that measure the number of meters north of the equator.

(*See Guidelines for Entering UTM References and Instructions for Determining Map Read UTM References*)

SITE PLAN

Site Plan Graphic (R)

Provide one or more site plans that graphically illustrate the landscape or component landscape being inventoried. At a minimum, a site plan should be at an approximate scale (scale should be noted on the plan), delineate boundaries, and illustrate the existing conditions (including both contributing and noncontributing features), primary resources, and relationships between resources. At least one site plan of the inventory unit is required. The degree of detail and accuracy of the site plan will vary depending on the level of inventory being conducted, the type of landscape being inventoried, and available information. For each site plan, provide the following information:

Graphic Path (R)

This unique descriptor provides the hard disk path for each graphic in CLAIMS and is automatically assigned when the site plan is imported into the CLAIMS' graphics subdirectory.

Graphic Caption (R)

Provide a title and/or brief description of the site plan.

Instructions for Determining Map Read UTM References

The Universal Transverse Mercator (UTM) Grid System provides a simple and accurate method for recording the geographic location of a historic property. The UTM Grid System has a number of advantages over the Geographic Coordinate System of latitude and longitude, particularly speed, precision, and the use of linear, metric units of measure. Determining UTM references, in its simplest application, requires only a straightedge, a coordinate counter, and a sharp pencil as working tools. (The coordinate counter, a plastic measuring tool, may be obtained from J & J Reproduction and Drafting Supplies, Inc., 9017-F Mendenhall Court, Columbia, MD. 21045.)

The UTM grid references may be determined from many USGS quadrangles published since 1950, and all published since 1959. If there is no USGS Map with UTM ticks for a location, enter the geographic coordinates for the location of the property using latitude and longitude or a State's grid system.

In the UTM system, the Earth is divided into 60 zones, running north and south, each 6 degrees wide. Each zone is numbered (most of the USA is included in zones 10 through 19), beginning at the 180-degree meridian near the International Date Line. On a USGS map, each zone is flattened and a square grid is marked off in meters superimposed upon it.

Any point in the zone may be referenced by citing its zone number, its distance in meters from a north-south reference line ("easting"), and its distance in meters from the Equator ("northing"). These three figures (the zone number, easting, and northing) make up the complete UTM grid reference for any point and distinguish it from any other point on Earth.

The simplest method of determining a UTM reference is based on drawing part of the UTM grid on the map, and measuring from the grid lines to the point. It requires the following:

- a flat work surface on which the map may be spread out in full
- a straightedge (ordinary rulers may not be accurate enough) long enough to reach completely across the map—generally 28" to 36"
- a very sharp pencil and a worksheet
- a UTM coordinate counter

To measure each point, follow these steps:

- 1) Draw a line from the top of the map to the bottom (north to south), connecting the UTM ticks of the same value directly west of the point, that is the ticks with the highest easting value west of the point.
- 2) Draw a line from the left to the right side of the map (west to east), connecting the grid ticks of the same value directly south of the point, that is the ticks with the highest northing value south of the point. This line will intersect the north-south line somewhere to the southwest of the point.
- 3) Record the zone number on a worksheet. This number appears in the lower left corner of the map.
- 4) Record on a worksheet the numbers given by the map ticks through which the lines have been drawn. These are the first three digits of the easting value and the first four digits of the northing value.
- 5) Locate the scale on the coordinate counter matching that of the map, e.g. 1:24,000.
Align the counter on the map so that:
 - a) the side of the scale that reads from right to left lies along the east-west line.
 - b) the side of the scale that reads from left to right passes directly through the point.
(Check the alignment to be sure that it is precise.)
- 6) Read the coordinate counter scales, right to left for the easting and upward for the northing to get a measured value in three decimal places. In each case, enter the measured value on the worksheet after the number recorded in step 4.
- 7) Check the readings—are all figures in the correct decimal place? The easting will have six digits and the northing seven.
- 8) Check the figures for accuracy by remeasuring.
- 9) Be sure the following is given: zone number, easting, and northing (Z,E,N).

One UTM reference is required for properties less than ten acres; three or more references for larger properties.

Note: The site plan graphic prints at a size of 6.5" wide x 6.7" high.

NATIONAL REGISTER INFORMATION

National Register Documentation (R)

Indicate the status of the inventory unit's National Register documentation. Select one of the following categories:

Entered - Documented: the inventory unit is listed in the National Register of Historic Places and is adequately documented in a National Register nomination in accordance with the findings of the CLI.

Entered - Inadequately Documented: the inventory unit is listed in the National Register of Historic Places and identified in a National Register nomination, but is not adequately documented in a National Register nomination based on the findings of the CLI.

Entered - Undocumented: the inventory unit is located within a historical unit and is not included within the boundaries of an existing National Register nomination; or the inventory unit is located within a historical unit, is physically included within the boundaries of an existing National Register nomination, but not specifically identified or described in the nomination (the latter case primarily applies to landscape features or component landscape features).

Undocumented - National Register: the inventory unit is *not* located within a historical unit; it is physically located within the boundaries of an existing National Register property, but not specifically identified or described in the nomination.

Undocumented - SHPO: the inventory unit is *not* located within a historical unit; it is physically located within the boundaries of a property determined to be eligible for the National Register by a State Historic Preservation Officer, but not specifically identified or described in the eligibility documentation.

Undocumented - Keeper: the inventory unit is *not* located within a historical unit; it is physically located within the boundaries of a property determined to be eligible for the National Register by the Keeper of the National Register, but not specifically identified or described in the eligibility documentation.

No documentation: the inventory unit is *not* located within a historical unit, and it is *not* physically located within the boundaries of a property determined to be eligible for the National Register.

Note: Historical units of the National Park System are automatically listed in the National Register by law as required by the National Historic Preservation Act of 1966. Therefore, all physical components of the park are considered "listed" (or "entered" as per this status list) in the National Register whether or not they are identified in a National Register nomination.

Within the National Park System, "historical units" include the terms: National Historic Site, National Military Park, National Battlefield Park, National Battlefield Site, National Historical Park, National Monument, National Memorial and International Historic Site.

Note: If "Entered-Documented" is selected, National Register Eligibility data elements are not applicable to the inventory unit; if an inventory unit is listed in the National Register with adequate documentation, its eligibility is not in question.

Explanatory Narrative

Provide a narrative explanation about the National Register documentation, if necessary. The text may describe the history of documenting the inventory unit for the National Register, including information regarding inadequacies in an existing nomination.

NRIS Information (R if applicable)

Provide information from the National Register Information System (NRIS), if applicable. The NRIS is a database containing information on all National Register nominations. An inventory unit may be associated with a historic property listed in the National Register of Historic Places and entered into the NRIS. There may be more than one nomination listed in the NRIS that is associated with the inventory unit. Provide the following information for each nomination in the NRIS associated with the inventory unit:

NRIS Number (R)

Indicate the unique number assigned to a National Register nomination. Indicate the primary certification for the nomination (e.g., entered in the National Register).

Primary Certification Date (R)

Indicate the date (mm/dd/yyyy) the primary certification was determined.

Other Certifications and Date (R)

Indicate the other certifications that have been determined for the nomination (e.g., National Historic Landmark, amendment) and the date (mm/dd/yyyy) of those certifications.

Name in National Register (R)

Indicate the primary name listed in the National Register for the inventory unit.

Other Names (R)

Indicate any other names listed.

Note: CLAIMS automatically enters the above information into the database when a nomination is selected from the NRIS interface.

National Register Eligibility (R)

Indicate the National Register eligibility for the inventory unit. Eligibility is determined based on the documentation provided from the CLI for all landscapes and component landscapes that are not currently listed in the National Register and adequately documented, or through the planning process (for landscapes ineligible but managed as a cultural resource). Select one of the following categories:

Eligible - SHPO Consensus Determination: the inventory unit is eligible for the National Register, determined by a consensus of the appropriate State Historic Preservation Officer(s), based on the findings of a Level II: Landscape Analysis and Evaluation.

Eligible - Keeper: the inventory unit is eligible for the National Register based on a Determination of Eligibility by the Keeper of the National Register. This status generally occurs when a consensus of the appropriate State Historic Preservation Officer(s) regarding the findings of a Level II: Landscape Analysis and Evaluation was not possible.

Ineligible - SHPO Consensus

Determination: the inventory unit is not eligible for the National Register determined by a consensus of the appropriate State Historic Preservation Officer(s) regarding the findings of a Level II: Landscape Analysis and Evaluation.

Ineligible - Keeper: the inventory unit is not eligible for the National Register based on a Determination of Eligibility by the Keeper of the National Register. This status generally occurs when a consensus of the appropriate State Historic Preservation Officer(s) regarding the findings of a Level II: Landscape Analysis and Evaluation was not possible.

Ineligible - Managed as Cultural Resource: the inventory unit has been determined ineligible for the National Register based on a consensus of the appropriate State Historic Preservation Officer or the Keeper of the National Register, but through the NPS planning process a decision has been made to manage the inventory unit as a cultural resource.

Not Managed as Cultural Resource: the inventory unit (in this case a landscape only) (1) has been determined ineligible for the National Register based on the findings of a Level I : Landscape Reconnaissance Survey or Level II: Landscape Analysis and Evaluation or (2) includes property for which the NPS does not have, nor plans to obtain, any legal interest, but is included in the CLI because it is directly related to a component landscape(s) which is eligible for the National Register.

Undetermined: no determination of the eligibility of the inventory unit has been made and a determination will be pursued based on the findings of a Level I: Landscape Reconnaissance Survey or a Level II: Landscape Analysis and Evaluation.

(See Landscapes “Not Managed as Cultural Resource”)

Note: *Undetermined is the default if no eligibility is chosen. National Register documentation and eligibility will be updated to reflect consensus determinations or amendments to National Register nominations. When the eligibility indicates the inventory unit has been determined ineligible by a State Historic Preservation Officer(s) or the Keeper of the National Register, it will be assumed that information included in the inventory reflects the findings of the CLI and was used as a basis for the determination. As such, associated historical information, such as National Register Classification, Significance Level, Significance*

Landscapes “Not Managed as Cultural Resource”

One of the options for documenting the National Register eligibility of a landscape or component landscape includes “Not Managed as Cultural Resource.” This option has been included to identify landscapes which are not managed as cultural resources (if at all) by the NPS but have important associations with inventory units in the CLI. These landscapes are either:

- ineligible for the National Register based on the findings of a Level I: Landscape Reconnaissance Survey or Level II: Landscape Analysis and Evaluation, or
- include property for which the NPS does not have, nor plans to obtain, any legal interest.

For example, the developed areas of Yosemite National Park, as it relates to NPS park development in the early 20th century, may be defined as a landscape that does not retain historic integrity and is, therefore, ineligible for the National Register. However, several fragments or portions of the developed area may retain integrity and be identified as component landscapes in the CLI. An example of a landscape which includes property for which the NPS does not have, nor plans to obtain, any legal interest may be the Santa Fe Trail. An individual park will only contain one or more portions of the trail, and the trail in its entirety is not managed as a cultural resource by the NPS. By identifying the entire developed area of Yosemite National Park or the entire Santa Fe Trail as a landscape, the relationships between the discontinuous components can be illustrated. Otherwise, each component landscape would have to be defined as a landscape.

Landscapes “Not Managed as Cultural Resource” are included in the CLI because they directly relate (thematically) to component landscapes which are eligible for the National Register, and it is desirable to illustrate the relationship of the component landscape to this broader context. However, defining a landscape in this manner requires the CLI recorder to distinguish between a property which has been reduced in size but by definition is still a “landscape,” and a property which has been reduced to fragments (either owned by NPS or not) which by definition are “components” related to a “landscape” which is either ineligible or extends beyond park boundaries.

Allowing for these instances will provide a mechanism for illustrating the contextual relationship of the component landscapes inventoried, as well as the existence of significant adjacent lands. These landscapes will not be included in the general CLAIMS reports and queries.

Criteria, will remain as proposed based on the CLI for the record. The CLI will not be conducted for an inventory unit known to be ineligible unless a decision had been made to manage it as a cultural resource through the planning process.

The goal of the CLI is not to change the National Register documentation but to get a consensus determination on the National Register eligibility for each landscape unit.

Note: *The National Register Eligibility picklist provides the user with the opportunity to adjust the eligibility category at a later date in the inventory process. For example, at the beginning of the Level 0 inventory it is appropriate to enter “Undetermined” for eligibility. Later, after consensus has been reached with the SHPO that the property is eligible, it is appropriate to return to this section at the end of Level II and change this category to “Eligible - SHPO Consensus of Determination.” If the change occurs after upload to the National Center the change should be noted in the revision section of the database.*

Explanatory Narrative

Provide a narrative explanation regarding the eligibility of the inventory unit, if necessary. For example, the narrative may describe the current state of an official determination from a State Historic Preservation Officer(s) or the Keeper of the National Register.

Date of Eligibility Determination (R)

Indicate the date (mm/dd/yyyy) that the inventory unit was determined eligible or ineligible by a State Historic Preservation Officer(s) or the Keeper of the National Register.

National Register Classification (R)

Indicate the National Register property category for the inventory unit (for landscapes and component landscapes only). Select one of the following categories:

Site: the location of a significant event, a prehistoric or historic occupation or activity, or building or structure, whether standing, ruined, or vanished, where the location itself possesses historic, cultural, or archeological value regardless of the value of any existing structure.

District: a significant concentration, linkage, or continuity of sites, buildings, structures, or objects united historically or aesthetically by plan or physical development.

Multiple Property: a group of historic properties related by a common theme (patterns of history), general geographical area, and period of time.

Significance Level (R)

Indicate the National Register level of significance for the inventory unit. Select one of the following categories:

International: an inventory unit that represents an aspect of the history of the world as a whole. It illustrates the worldwide impact of events or persons associated with the property, its landscape type or style, or information potential. The inventory unit must be of “universal significance to mankind” representing or illustrating an important theme in world history.

National: an inventory unit that represents an aspect of the history of the United States and its territories as a whole. It illustrates the nationwide impact of events or persons associated with the property, its landscape type or style or information potential. The inventory unit must be of exceptional value in representing or illustrating an important theme in the history of the nation.

State: an inventory unit that represent an aspect of the history of a State as a whole. It can be located in only a portion of the State’s present political boundary and does not have to belong to property types found throughout the State. The context of the inventory unit must be important statewide with historic associations or information potential that extends beyond a single local area. American Samoa, the District of Columbia, the Commonwealth of the Northern Mariana Island, Guam, Puerto Rico, and the Virgin Islands are considered separate states.

Local: an inventory unit that represents an aspect of the history of a town, city, county, cultural area, region, or any portions thereof. It is defined by the importance of the property, not necessarily the physical location of the property.

Not Significant: an inventory unit that is less than 50 years old, appears to have no significance, or has lost integrity based on the findings of a Level I: Landscape Reconnaissance Survey or Level II: Landscape Analysis and Evaluation.

Note: For NPS determinations of “Not Significant” based on Level I: Landscape Reconnaissance Survey, the State Historic Preservation Officer(s) will be notified in writing. NPS will provide additional information at the SHPO’s request.

Contributing/Individual (R)

Indicate whether the inventory unit contributes to the significance of a property listed in or eligible for the National Register, or if it is listed or eligible for the National Register as a separate entity based on its individual significance. Select one of the following:

Contributing

Individual

Significance Criteria (R)

Indicate the National Register criteria for which the inventory unit qualifies for listing. Inventory units are often significant for more than one criterion. Select only those that are supported by the narrative statement of significance. Criteria is defined as the quality of significance in American history, architecture, engineering, and culture that is present in districts, sites, buildings, structures, and objects that possess integrity of location, design, setting, materials, workmanship, feeling, and association. Select one or more of the following criteria:

A—associated with events that have made a significant contribution to the broad pattern of our history

B—associated with the lives of persons significant in our past

C—embodies the distinctive characteristics of a type, period, or method of construction or represents the work of a master, or possesses high artistic values, or represents a significant and distinguishable entity whose components may lack individual distinction

D—has yielded, or may be likely to yield, information important in prehistory or history

Criteria Considerations (R if applicable)

Indicate the National Register criteria considerations (i.e., for inventory units generally not considered eligible for the National Register) for the inventory unit, if applicable. The criteria considerations set forth special standards for listing certain kinds of properties usually excluded from the National Register.

Ordinarily the following properties are not considered eligible for the National Register: cemeteries, birthplaces, graves of historical figures, properties owned by religious institutions or used for religious purposes, structures that have been moved from their original locations, reconstructed historic buildings, properties primarily commemorative in nature, and properties that have achieved significance within the past 50 years. However, such properties will qualify if they are integral parts of properties that do meet the criteria or if they fall within the following criteria considerations. Select one or more of the following considerations:

A—a religious property deriving primary significance from architectural or artistic distinction or historical importance

B—a building or structure removed from its original location but which is significant primarily for architectural value, or which is the surviving structure most importantly associated with a historic person or event

C—a birthplace or grave of a historical figure of outstanding importance if there is no other appropriate site or building directly associated with his or her productive life

Writing a Statement of Significance

The statement of significance contains several parts:

1. A paragraph summarizing the inventory unit's significance.
2. Several supporting paragraphs that briefly discuss:
 - the history of the property, particularly as it represents important historic contexts and reflects the significant events, associations, characteristics, or other reasons the property meets the National Register criteria, and
 - the historic contexts, themes, trends, and patterns of development relating to the property.

Some General Principles for Stating Significance

- In a summary paragraph, simply and clearly state the reasons why the property meets the National Register criteria. Add to the information by providing brief facts that explain how the property meets the criteria, how it contributed to the areas of significance listed, and the ways it was important to the history of its locality, State, or the nation during the period of significance. Mention the important themes or historic contexts to which the property relates.
- Using the summary paragraph as an outline, make the case for significance in subsequent paragraphs. Begin by providing a brief chronological history of the property. Then for each area of significance, beginning with the ones of primary importance, discuss the facts and circumstances in the property's history that led to its importance. Make clear the connection between each area of significance, its corresponding criterion, and period of significance.
- Be selective about the facts you present. Consider whether they directly support the significance of the property. Avoid narrating the entire history of the property. Focus on the events, activities, or characteristics that make the property significant. For example, identify significant landscape architectural details if a landscape is significant for its design, or explain the role that an agricultural landscape has played in local commerce or industry.
- Be specific in all references to history or geography. Give dates and proper names of owners, architects or builders, other people, and places. Keep in mind the reader who will have little or no knowledge of the property or the area where it is located.
- Include descriptive and historical information about the area where the property is located to orient the reader to the property's surrounding and the kind of community or place where it

functioned in the past. Again, focus on facts that help explain the property's role and illustrate its importance.

Summary Paragraph

Identify the following items:

- specific associations or characteristics through which the property has acquired significance, including historic events, activities, persons, physical features, artistic qualities, landscape/garden styles, and archeological evidence that represent the historic contexts within which the property is important to the history of the local community, the State, or the nation.
- specific ways the property meets the qualifying criterion and has contributed to each area of significance.
- role of any important persons or cultural affiliations.
- ways the property meets the special standards for any criteria considerations.

Supporting Paragraphs—History of Property

Supporting paragraphs should discuss the chronology and historic development of the property. The paragraphs should:

- include historic contexts, themes, trends, and patterns of development relating to the property.
- highlight and focus on the events, activities, associations, characteristics, and other facts that relate the property to its historic contexts and are the basis for its meeting the National Register criteria.

Supporting Paragraphs—Historic Context

Include information about the history of the community or larger geographical area that explains the ways the property is unique or representative of its theme, place, and time. Relate the property to important themes in the prehistory or history of its community, State, or the nation. Consider, for example, the historic context of the role of cherry production in a State's agricultural economy since the early 20th-century, or that reforestation has occurred in 80 percent of a county extensively farmed in the 1840s. This can lead to the identification of significant cherry-producing areas or reforested farms that have evidence of early land uses and division.

Incorporate the following information to the extent that it relates to the significance of the property:

specific events

activities and uses

influence of technology

Writing a Statement of Significance

aspects of development
cultural affiliations
political organization
social or cultural traditions
common landscape architectural styles or types
construction materials and methods
role of important persons or organizations
trends in local or regional development
patterns of physical development
economic forces
presence and condition of similar properties

The discussion of historic context should do several things:

- explain the role of the property in relationship to broad historic trends, drawing on specific facts about the property and its community.
- briefly describe the prehistory or history of the community where the property is located as it directly relates to the property. Highlight any notable events and patterns of development that affected the property's history, significance, and integrity.
- explain the importance of the property in each area of significance by showing how the property is unique, outstanding, or strongly representative of an important historic context when compared with other properties of the same or similar period, characteristics, or associations.

For example, the statement for a residential historic district should discuss how the associations of buildings, architectural styles and types, and periods reflected by the district layout represent one or more important aspects of the historic development of the community; whether the community has a number of neighborhoods with the same or similar qualities; and how the district is unique or representative in comparison to other districts representing the same theme and period.

Incorporate the facts needed to make the case for significance and integrity. Consult with the SHPO staff for help in determining how much and what kinds of information are needed. The site of a pivotal battle or a textbook example of a prominent garden style usually requires less documentation than a property associated with a commonplace local event or exhibiting a vernacular landscape form about which little is written.

D—a cemetery which derives its primary significance from graves of persons of transcendent importance, from age, from distinctive design features, or from association with historic events

E—a reconstructed building when accurately executed in a suitable environment and presented in a dignified manner as part of a restoration master plan, and when no other building or structure with the same association has survived

F—a property primarily commemorative in intent if design, age, tradition, or symbolic value has invested it with its own historical significance

G—a property achieving significance within the past 50 years if it is of exceptional importance

Statement of Significance (R)

Provide a narrative stating the inventory unit's historic significance and integrity based on National Register criteria, drawing on facts about the history of the inventory unit and the historic trends (local, State, or national) that the inventory unit reflects. The statement should explain the following information:

National Register criteria, criteria considerations, significant persons, period of significance, significant dates, and cultural affiliation. The statement should be concise, factual, well organized, and in paragraph form. Include only information pertinent to the property and its eligibility.

(See *Writing a Statement of Significance, Guidelines for Evaluating and Stating Significance, and Guidelines for Integrity Evaluations*)

Period of Significance (R)

Indicate the period(s) of significance for the inventory unit. Period of significance is the length of time when a property was associated with the important events, activities, or persons, or attained the characteristics that qualify it for National Register listing. Provide the following information for each period of significance identified:

Guidelines for Evaluating and Stating Significance

The following guidelines and questions should be considered when evaluating the significance of a property and developing the statement of significance. Incorporate in the narrative the answers to the questions directly pertaining to the property's historic significance and integrity.

The following areas of significance commonly apply to landscapes:

agriculture: where the land has been used for cultivating crops, raising livestock, and other activities that have contributed to the growth, development, and economy of a community during particular periods of its history.

architecture: where a collection of high-style or vernacular buildings and outbuildings, by historical association, function, design, spatial arrangement, or setting, are integrally related to large areas of landscape and are indicative of the physical development, materials, or land uses of a State, region, or community, or the building practices or traditions of the people who occupied it.

archeology: where patterns visible upon the land or evident in subsurface remains can provide important information about land use and occupation of prehistoric or historic peoples.

community planning and development: where the spatial organization and character of the landscape are the result of either a consciously designed plan or vernacular patterns of land use or land division.

conservation: where the landscape has been the subject of an important stage, event, or development in the conservation of natural or cultural resources.

engineering: where the landscape and its uses reflect the practical application of scientific principles to serve human needs, such as reclamation, irrigation, and water power.

exploration/settlement: where the landscape continues to reflect the exploration, establishment, or early development of a community or region.

industry: where the landscape has been shaped or manipulated to provide goods or services, through activities such as lumbering, mining, milling and quarrying,

that have contributed to the development of a community or society in general.

landscape architecture: where the landscape contains sites, such as gardens, residential subdivisions, and parks, that have been based on established design principles or conscious designs, or are the work of a master, having importance within the context of landscape design.

science: where the landscape, has been the subject of research related to the advancement or understanding of agriculture, horticulture, silviculture, animal husbandry, or other scientific principles.

The following questions may apply:

- What events took place on the significant dates indicated, and in what ways are they important to the property?
- In what ways does the property physically reflect its period of significance, and in what ways does it reflect changes after the period of significance?
- What is the period of significance based on? Be specific and refer to existing resources or features within the property or important events in the property's history.
- How does the property relate to the significant event, occupation, or activity that took place there?
- How have alterations such as the destruction of original buildings, changes in land use, and changes in foliage or topography affected the integrity of the site and its ability to convey its significant associations? For example, if the forested site of a treaty signing is now a park in a suburban development, the site may have lost much of its historic integrity and may not be eligible for the National Register.
- In what ways does the event that occurred on the property reflect the broad patterns of American history and why is it significant?
- What are the physical features and characteristics that distinguish the property, including, topography, land use, spatial organization, street patterns, structures, and building materials?
- What are the origins and key events in the historical development of the property?
- Are any landscape architects, designers, builders or planners important to the property's development?

Guidelines for Evaluating and Stating Significance

- How have significant individuals or events contributed to the development of the property?
- Does the property convey a sense of cohesiveness through its design, setting, materials, workmanship, or association?
- How do the elements within the property contribute to the feeling of time and place?
- How has the property affected the historical development of the community, region, or State? How does the property reflect the history of the community, region, or State?
- How does the property compare to other similar areas in the locality, region, or State and what are the qualities that distinguish the property from its surroundings?
- If there are any preservation or restoration activities on the property, how do they affect the significance of the property?
- Does the property contain any resources outside the period of significance that are contributing? If so, identify them and explain their importance.
- If the property has industrial significance, how do the industrial functions or processes represented relate to the broader industrial or technological development of the locality, region, State or nation? How important were the entrepreneurs, engineers, designers, and planners who contributed to the development of the district? How do the remaining landscape characteristics, processes and physical forms, within the property reflect industrial production or process?
- If the property is rural, how are the natural and manmade elements of the property linked historically or architecturally, functionally, or by common ethnic or social background? How does the open space constitute or unite significant features of the property?
- Does the property have any resources of possible archeological significance? If so, how are they likely to yield important information? How do they relate to the prehistory or history of the property?

Start Year (R)

Indicate the beginning year (yyyy; BC or AD) for the span of time in which the inventory unit attained significance according to the National Register criteria.

End Year (R)

Indicate the end year (yyyy; BC or AD) for the span of time in which the inventory unit attained significance according to the National Register criteria.

(See *Guidelines for Selecting the Periods of Significance*)

Historic Context Theme (R)

Indicate the theme(s) of history associated with the inventory unit. Select one or more themes from Appendix H: Historic Context Thematic Outline.

Subtheme (R)

Indicate the subtheme(s) associated with the inventory unit for each historic context theme selected. Select one or more subthemes from Appendix H: Historic Context Thematic Outline. Specify the subtheme if "Other" is selected for the subtheme.

Facet

Indicate the facet associated with the inventory unit for each subtheme selected. Select one or more facets from Appendix H: Historic Context Thematic Outline.

Other Facet

Specify the facet of history if "Other" is selected for a facet.

(See *Appendix H: Historic Context Thematic Outline*)

(See *Identifying Historic Contexts*)

Area of Significance (R)

Indicate the aspect(s) of historic development for which the inventory unit meets the National Register criteria. Facts about the history and existing landscape characteristics related to the themes and property types determined by the property's historic context are used to determine areas of significance for a property. Select one or more of the following aspects:

Agriculture	Industry
Architecture	Invention
Archeology	Landscape
Art	Architecture
Commerce	Law
Communications	Literature
Community Planning and Development	Maritime History
Conservation	Military
Economics	Other
Education	Performing Arts
Engineering	Philosophy
Entertainment/Recreation	Politics/Government
Ethnic Heritage	Religion
Exploration/Settlement	Science
Health/Medicine	Social History
	Transportation

Subcategory (R if applicable)

Indicate the appropriate subcategory if the area of significance category selected is either Archeology or Ethnic Heritage. Select one of the following subcategories:

Archeology

Historic-Aboriginal

Historic-Non-Aboriginal

Prehistoric

Ethnic Heritage

Asian

Black

European

Hispanic

Native American

Other

Pacific Islander

Guidelines for Selecting the Periods of Significance

Period of significance usually begins with the date when significant activities or events began giving the property its historic significance; this is often a date of construction. For prehistoric properties, the period of significance is the broad span of time about which the site or district is likely to provide information; it is often the period associated with a particular cultural group.

Criterion A: For the site of an important event, such as a pivotal five-month labor strike, the period of significance is the time when the event occurred. For properties associated with historic trends, such as commercial development, the period of significance is the span of time when the property actively contributed to the trend.

Criterion B: The period of significance for a property significant for Criterion B is usually the length of time the property was associated with the important person.

Criterion C: For architecturally significant properties, the period of significance is the date of construction and /or the dates of any significant alterations and additions.

Criterion D: The period of significance for an archeological site is the estimated time when it was occupied or used for reasons related to its importance, for example, 3000-2500 BC

Additional Guidelines

The property must possess historic integrity for all periods of significance entered.

The period of significance is based upon the time when the property made the contributions or achieved the character on which significance is based. Continued use or activity does not necessarily justify continuing the period of significance.

Fifty years ago is used as the closing date for periods of significance where activities begun historically continued to have importance and no more specific date can be defined to end the historic period. (Events and activities occurring within the last 50 years must be exceptionally important to be recognized as "historic" and to justify extending a period of significance beyond the limit of 50 years ago.)

Base the period of significance on specific events directly related to the significance of the property, for example, the date of construction for a garden significant for its design or the length of time a farm operated and contributed to local lifestyle and economy.

Guidelines for Selecting Areas of Significance

Criterion A: For a property significant under Criterion A, select the category relating to the historic event or role for which the property is significant, such as “transportation” for a railroad line, trolley car line, or stagecoach route.

Criterion B: For a property significant under Criterion B, select the category in which the significant individual made the contributions for which he or she is known or for which the property is illustrative: for example, “ethnic heritage” and “social history” for the home, community, or district where a significant social leader lived.

Criterion C: For a property significant under Criterion C, an Area of Significance may be “art,” “landscape architecture,” “engineering,” “architecture,” or “community planning and development” depending on the type of property and its importance. A rural property may contain a formal garden having high artistic value or a farmyard laid out according to a professionally designed plan in an agricultural journal and therefore be significant in the areas of “art” or “landscape architecture” respectively.

Criterion D: For a property significant under Criterion D, enter the subcategory of archeology that best describes the type of historic or prehistoric group about which the property is likely to yield information. Also, enter any categories and subcategories about which the site is likely to provide information, for example, “prehistoric archeology,” “agriculture,” and “engineering” for the ruins of an ancient irrigation system that is likely to provide information about prehistoric subsistence and technology.

An area of significance must be entered for each National Register criterion entered above. Enter only areas that are supported by the written

narrative statement of significance. For districts, enter areas of significance applying to the district as a whole. If properties within the district individually meet the National Register criteria, enter their areas of significance also.

Do not confuse area of significance with historic function. Historic function relates to the practical and routine uses of a property, while area of significance relates to the property’s contributions to the broader patterns of American history, architecture, archeology, engineering, and culture. For example, a canal system may have significance for its impact on the settlement and agricultural development of a region but have little importance in the history of transportation routes.

When selecting “archeology” or “ethnic heritage,” enter the subcategory that best applies to the property’s significance. If no subcategory applies, enter only the general category.

When selecting “archeology,” “ethnic heritage,” or “maritime history,” also enter areas of significance that closely relate to the events, activities, characteristics, or information for which the property is significant, for example, “industry” for a prehistoric tool-making site or “military” for a liberty ship that was engaged in an important battle.

Do not enter “local history” with “other.” Local history is a level of significance, not an area of significance. Instead, enter the area that most closely relates to the theme or pattern in local history with which the property is associated, for example, “health/medicine” for the home of an eminent local physician, “commerce” for the site of a traditional marketplace, or “community planning and development” for a residential subdivision that established a pattern for a community’s expansion.

Identifying Historic Contexts

Historic context is an organizing structure for interpreting history that groups historic properties which share a common theme, geographic location, and time period. The historic context provides the basis for comparative analysis of the significance of one property to another within the same context. As such, it can be a foundation for decisions about the planning, identification, evaluation, registration, and treatment of historic properties. Every cultural landscape has a historic context(s) that is the basis of its significance.

Thematic classification has been used by the NPS in response to a Congressional mandate to ensure that the full diversity of American history and prehistory is expressed in the NPS's identification and interpretation of historic properties. The first theme outline developed by the NPS was prepared in 1936 and has been revised on several occasions based on new scholarship and the way we look at the past. The thematic framework was last revised in 1994 and eight seemingly discrete categories, not meant to be mutually exclusive, were identified.

The themes identified in the CLI are organized according to the eight categories identified in 1994. These categories embrace prehistory to the modern period and a multiplicity of human experiences. However, in order to provide greater specificity in the themes related to cultural landscapes in the national park system, each category has two subcategories (subthemes and facets). These subcategories have been primarily drawn from "History and Prehistory in the National Park System and the National Historic Landmarks Program," 1987, a variety of sources related to cultural landscapes in the United States, and suggestions from field staff undertaking CLI work.

An example of the three levels is as follows:

Expressing Cultural Values
(*Historic Context Theme*)

Landscape Architecture
(*Subtheme*)

The City Beautiful Movement
(*Facet*)

Priority (R)

Assign a priority to the area of significance (category or subcategory) with the number 1 indicating the category or subcategory that is the most important to the property (setting priorities will allow the categories to be listed in proper order when CLAIMS prepares a National Register nomination form for the inventory unit).

(See *Guidelines for Selecting Areas of Significance*)

STATE REGISTER INFORMATION

Identification Number

Provide the alphanumeric State Register identification number for the inventory unit.

Date Listed

Indicate the date (mm/dd/yyyy) the inventory unit was listed on the State Register.

Name

Provide the State Register name for the inventory unit.

Explanatory Narrative

Provide a narrative explanation about the State Register documentation, if necessary. The text may describe the purpose and use of the State Register, the history of documenting the inventory unit for the State Register, or include information regarding the inadequacies in an existing nomination.

NATIONAL HISTORIC LANDMARK

National Historic Landmark Status (R)

Indicate whether or not the inventory unit is a National Historic Landmark (NHL). NHLs are properties found to possess national significance in illustrating or representing the prehistory and history of the United States.

Guidelines for Developing Historic Context

A historic context is an important theme, pattern, or trend in the historical development of a locality, State, or the nation at a particular time in history or prehistory.

Identify and provide facts about one or more themes of history to which the property relates through its historic uses, activities, associations, and physical characteristics. Theme, geographical place, and period of time should organize these facts. Facts may relate to other properties having similar associations or characteristics and existing in the same place and time.

Properties Significant for Criterion A

Explain how the event or pattern of events made an important contribution to the history of the community, State, or nation, and how related types of properties reflect these events. For example, how the advent of the railroad affected the growth and character of a town in the late 19th century and is represented today by the 1870 depot.

Properties Significant for Criterion B

Explain why the person with whom the property is associated is important to the history of the community, State, or nation. Identify also other properties associated with the person and explain their role in the career of the person. For example, how an author who depicted the people, events, and places of her region achieved statewide recognition and how a rustic mountain retreat and boarding house where she wrote and found inspiration are the surviving properties best associated with her life and career.

Properties Significant for Criterion C

Type or Method of Construction: Explain why the type, period or method of construction represents landscape features or patterns that are significant in the development of the community, State, or nation. For example, how a style, use of particular material for walls, walks, foundations or other structures or a new innovation in design or implementation is articulated in a landscape or landscape feature.

Work of a Master: Provide facts about the career and work of the artist, landscape architect, landscape designer or engineer, to explain how the person was accomplished in his or her field and made contributions to the art, landscape architecture or design of the community, State, or nation. For example, how a landscape architect,

such as Beatrix Farrand, gained recognition of campus and estate designs, as well as for her contributions to the Arts and Crafts Movement in landscape architecture.

High Artistic Values: Describe the quality of artistry or craftsmanship present in comparable works in the community, State, or nation. For example, how the design of New York's Central Park is a notable example of public park design which led the movement of developing public parks across the nation.

Properties Significant for Criterion D

Explain why the information the site is likely to yield is important to the knowledge of the prehistory or history of the community, State, or nation. For example, how the data on hunting and gathering practices and technology of a Late Archaic culture will broaden the knowledge and understanding of the culture's occupation regionally.

Properties of Local Significance

Identify the local events and activities relating to the property and discuss their importance to local history.

Properties of State Significance

Discuss how the property reflects the history of the State and the ways in which the property is one of the best of similarly associated properties in the State to represent the theme.

Properties of National Significance

Discuss how the property reflects an important aspect of the history of the Nation as a whole or has contributed in an exceptional way to the diverse geographical and cultural character of the Nation. Also, explain how the property relates to other properties nationwide having similar associations.

(See Appendix I: Documenting Nationally Significant Properties)

(For a complete discussion of historic context, see National Register Bulletin 15: How to Apply the National Register Criteria for Evaluation and National Register Bulletin 16B: How to Complete the National Register Multiple Property Documentation Form. Also refer to Bulletins 18, 30, 40, 41, and 42 for specific guidelines in developing and/or defining historic contexts.)

NHL's are designated by the Secretary of the Interior. Select one of the following:

Yes

No

Date Determined Landmark (R)

Indicate the date (mm/dd/yyyy) the inventory unit was determined to be a National Historic Landmark (NHL).

Landmark Theme (R)

Indicate the theme, subtheme, and/or facet under which the landscape was designated a National Historic Landmark (NHL), as indicated on the NHL nomination.

(See *Appendix I: Documenting Nationally Significant Properties*)

WORLD HERITAGE SITE

World Heritage Site Status (R)

Indicate whether or not the inventory unit is a World Heritage Site. World Heritage Sites are properties found to possess "universal significance to mankind" and are designated under the World Heritage Convention. Select one of the following:

Yes

No

Date Determined Site (R)

Provide the date (mm/dd/yyyy) the inventory unit was determined to be a World Heritage Site.

World Heritage Category (R)

Indicate the category under which the landscape was designated a World Heritage Site. Select one of the following categories:

Cultural

Natural

Both Cultural and Natural

CULTURAL LANDSCAPE TYPE AND USE

Cultural Landscape Type (R)

Indicate the type(s) of cultural landscape that is associated with the inventory unit, as defined by the *Cultural Resource Management Guideline*. Select one or more of the following categories:

Historic Designed Landscape: a landscape significant as a design or work of art; was consciously designed and laid out either by a master gardener, landscape architect, architect, or horticulturist to a design principle, or by an owner or other amateur according to a recognized style or tradition; has a historical association with a significant person, trend or movement in landscape gardening or architecture, or a significant relationship to the theory or practice of landscape architecture.

Historic Vernacular Landscape: a landscape whose use, construction, or physical layout reflects endemic traditions, customs, beliefs, or values; in which the expression of cultural values, social behavior, and individual actions over time is manifested in physical features and materials and their interrelationships, including patterns of spatial organization, land use, circulation, vegetation, structures, and objects; in which the physical, biological, and cultural features reflect the customs and everyday lives of people.

Historic Site: a landscape significant for its association with a historic event, activity, or person.

Ethnographic Landscape: a landscape containing a variety of natural and cultural resources that associated people define as heritage resources. Examples are contemporary settlements such as that at the Martin Luther King, Jr. National Historic Site, New Orleans neighborhoods, the Timbisha Shoshone community at Death Valley, and massive geological structures such as Devils Tower. Small plant communities, animals, subsistence and ceremonial grounds are included.

Note: *The identification of a cultural landscape as an ethnographic landscape*

Area of Significance Category and Subcategory Definitions		
Category	Subcategory	Definition
Agriculture		The process and technology of cultivating soil, producing crops, and raising livestock and plants.
Architecture		The practical art of designing and constructing buildings and structures to serve human needs.
Archeology	Prehistoric	The study of prehistoric and historic cultures through excavation and the analysis of physical remains.
	Historic—Aboriginal	Archeological study of aboriginal cultures before the advent of written records.
	Historic—Non-Aboriginal	Archeological study of non-aboriginal cultures after the advent of written records.
Art		The creation of painting, print making, photography, sculpture, and decorative arts.
Commerce		The business of trading goods, service, and commodities.
Communications		The technology and process of transmitting information.
Community Planning and Development		The design or development of the physical structure of communities.
Conservation		The preservation, maintenance, and management of natural or manmade resources.
Economics		The study of the production, distribution, consumption of wealth; the management of monetary and other assets.
Education		The process of conveying or acquiring knowledge or skills through systematic instruction, training, or study.
Engineering		The practical applications of scientific principles to design, construct, and operate equipment, machinery, and structures to serve human needs.
Entertainment/Recreation		The development and practice of leisure activities for refreshment, diversion, amusement, or sport.
Ethnic Heritage		The history of persons having a common ethnic or racial identity.
	Asian	The history of persons having origins in the Far East, Southeast Asia, or the Indian subcontinent.
	Black	The history of persons having origins in any of the black racial groups of Africa.
	European	The history of persons having origins in Europe.
	Hispanic	The history of persons having origins in the Spanish-speaking areas of the Caribbean, Mexico, Central America, and South America.
	Native American	The history of persons having origins in any of the original peoples of North America, including American Indian and Eskimo cultural groups.
	Pacific Islanders	The history of persons having origins in the Pacific Islands, including Polynesia, Micronesia and Melanesia.
	Other	The history of persons having origins in other parts of the world, such as the Middle East or North Africa.

Area of Significance Category and Subcategory Definitions

Category	Subcategory	Definition
Exploration/ Settlement		The investigation of unknown or little known regions; the establishment and earliest development of new settlements or communities.
Health/Medicine		The care of the sick, disabled, and handicapped; the promotion of health and hygiene.
Industry		The technology and process of managing materials, labor, and equipment to produce goods and services.
Invention		The art of originating by experiment or ingenuity an object, system, or concept of practical value.
Landscape Architecture		The practical art of designing or arranging the land for human use and enjoyment.
Law		The interpretation and enforcement of society's legal code.
Literature		The creation of prose and poetry.
Maritime History		The history of the exploration, fishing, navigation, and use of inland, coastal, and deep sea waters.
Military		The system of defending the territory and sovereignty of a people.
Performing Arts		The creation of drama, dance, and music.
Philosophy		The theoretical study of thought, knowledge, and the nature of the universe.
Politics/ Government		The enactment and administration of laws by which a nation, State, or other political jurisdiction is governed; activities related to political process.
Religion		The organized system of beliefs, practices, and traditions regarding mankind's relationship to perceived supernatural forces.
Science		The systematic study of natural law and phenomena.
Social History		The history of effort to promote the welfare of society; the history of society and the lifeways of its social groups.
Transportation		The process and technology of conveying passengers or materials.
Other		Any area not covered by the above categories.

should be based on consultation and concurrence with a cultural anthropologist.

Current and Historic Use/Function (R)

Provide the following information for each use/function(s) associated with the inventory unit:

Use/Function Category (R)

Indicate a primary category of use/function associated with the inventory unit. Select one or more categories from *Appendix J: Use/Function List*.

Use/Function (R)

Indicate a use/function(s) associated with the inventory unit for each use/function category selected. Select one or more use/functions from *Appendix J: Use/Function List*.

Detailed Use/Function

Indicate a detailed use/function(s) associated with the inventory unit for each use/function selected. Select one or more detailed use/functions from *Appendix J: Use/Function List*.

Type of Use/Function (R)

Indicate whether the use/function (as specified in the three data elements above) is current or historic. Select one of the following:

Current

Historic

Both Current and Historic

(See *Guidelines for Entering Functions and Appendix J: Use/Function List*)

CHRONOLOGY AND PHYSICAL HISTORY

Chronology (R)

Provide the following information for each major event that is integral to the history and development of the inventory unit:

Start Year (R)

Indicate the beginning year (yyyy; BC or AD) of the span of time for the major event.

End Year (R)

Indicate the end year (yyyy; BC or AD) of the span of time for the major event.

(See *Guidelines for Identifying 'Major Events' Date*)

Note: The chronology dates are ordered in the reports first by the start year, then by how the individual orders them.

Major Event (R)

Indicate the key events that were integral to the physical development of the inventory unit historically. Select one of the following events:

Abandoned	Land Transfer
Altered	Maintained
Built	Memorialized
Colonized	Military Operation
Conserved	Mined
Cultivated	Moved
Damaged	Naturalized
Demolished	Neglected
Designed	Paved
Destroyed	Planned
Developed	Planted
Domesticated	Platted
Engineered	Preserved
Eroded	Purchased/Sold
Established	Ranched/Grazed
Excavated	Reconstructed
Expanded	Rehabilitated
Exploited	Removed
Explored	Restored
Farmed/Harvested	Retained
Graded	Settled
Homesteaded	Stabilized
Inhabited	Urbanized

(See *Appendix K: Major Events for synonyms*)

Note: For the purpose of the CLI, major events are directly tied to physical development of the land. Hence, it is crucial to not record every event, but instead to emphasize the key physical events that affected the developmental history of the land

parcel. For example, if the history of the inventory unit is discussed in detail in a published document, summarize the physical development information by era in the Chronology, then in the Physical History section, note the reference and add a statement that the reader should consult the original document.

Description (R)

Provide a brief narrative description of the major event.

Associated Name

Indicate the name(s) of the individual, group, etc. that is associated with the major event, if applicable.

Association

Indicate the type of association that each individual, group, etc., entered had to the major event. Select one of the following associations:

Architect

Engineer

Gardener

Horticulturist

Landscape Architect

Owner

Sculptor

Other

Other Association

Specify the type of association when "Other" is selected for association.

(See *Guidelines for Entering Associated Names*)

Physical History (R)

Provide a concise narrative description of the physical history of the inventory unit. The narrative should be organized according to one or more time periods associated with the historical development of the inventory unit. To assist the recorder in keeping the narrative concise, the physical history narrative may be

written as a series of abstracts by era or span of years. The time period may reflect the period of significance, the chronology of physical development or evolutionary change to the landscape, or other dates, as determined to be appropriate by the CLI recorder. By organizing the history, the narrative will be presented in a consistent manner based on the chronological development of the site, and can be sorted by periods of time in CLAIMS. If a number of significant events or activities occurred in the same time period, the history narrative may be organized according to those events or activities in addition to the time period (e.g., 1918–Park Roads Constructed; 1918–Park Village Constructed).

Provide the following information for each history time period specified:

Time Period (R)

Indicate the date(s) of the time period. This date can be in any format (e.g., mm/dd/yyyy, yyyy, July 1898, July 4, 1776) and may include a narrative description. If the narrative history is organized based on significant events or activities with the same time period, provide a descriptor following the date to uniquely identify each section of the narrative (e.g., 1863 - First Battle, 1863 - Second Battle).

Narrative (R)

Provide a narrative description of the historical events, development, associations, etc., affiliated with the time period.

Graphics

Provide one or more graphics illustrating the history narrative for the time period. For each graphic, provide the following information:

Graphic Path

This unique descriptor provides the hard disk path for each graphic and is automatically assigned by CLAIMS when the graphic is imported into the CLAIMS' graphics subdirectory.

Guidelines for Entering Functions

General

Enter the most specific category and subcategory. For example, "EDUCATION/education-related housing" rather than "DOMESTIC /institutional housing" for a college dormitory.

If no subcategory applies, enter the general category by itself. If, in addition, none of the general categories relates to the property's function, enter "OTHER:"

For properties with many functions, such as a farm, list only the principal or predominant ones, placing the most important first.

For districts, enter the functions applying to the district as a whole, such as DOMESTIC/village site or EDUCATION/college.

For districts, also enter the functions of buildings, sites, structures, and objects that are:

- of outstanding importance to the district, such as a county courthouse in a commercial center (GOVERNMENT/county courthouse) or,
- present in substantial numbers, such as apartment buildings in a residential district (DOMESTIC/multiple dwelling) or storage pits in a village site (TRADE/trade).

For districts containing resources having different functions and relatively equal importance, such as a group of public buildings whose functions are GOVERNMENT/city hall, GOVERNMENT/courthouse, and GOVERNMENT/post office.

Historic Functions

Enter functions for contributing resources only.

Select functions that relate directly to the property's significance and occurred during the period of significance.

Enter functions for extant resources only.

Enter only functions that can be verified by research, testing, or examination of physical evidence.

Enter functions related to the property itself, not to the occupation of associated persons or role of associated events. For example, the home/property of a prominent landscape architect is "DOMESTIC/ small residential landscape" not "LANDSCAPE/ scientific landscape" unless the home/property was a test garden or arboretum (in which case, list both functions).

Current Functions

Enter functions for both contributing and noncontributing resources.

Guidelines for Identifying 'Major Event' Dates

The start and end dates of a major event should mark the occurrence of specific events directly related to the significance of the property. For example, the date of construction that also marked the beginning of an important individual's residency, or the closing of a mine that ended a community's growth.

For a property significant for Criterion C, enter the date of the construction or alterations through which the property achieved its importance.

Guidelines For Entering Associated Names

Enter the full name of the person(s) responsible for the design or construction of the property. Enter as complete a name as possible. If a person is listed in the *Dictionary of American Biography*, enter the name as it appears in that source. For more than one landscape architect/designer, place the name of the one most important to the property first (i.e., Ferrand, Beatrix, Jensen, Jens).

Enter the names of landscape architecture and engineering firms or companies only if the names of the specific persons responsible for the major event associated with the landscape is unknown.

If the property's major event is derived from the stock plans of a company or government agency and is credited to a specific individual, enter the name of the company or agency.

U.S. Treasury

Southern Pacific Railroad

U.S. Army

Enter the name of property owner(s) or contractor(s) only if they were actually responsible for the major event associated with the property.

'Associated Names' must be entered in CLAIMS; if the individual's name is not known, enter "unknown".

Graphic Caption

Provide a title and/or description for each graphic entered.

Note: Select one of the history images to appear on the cover of the Park Report for the inventory unit.

ETHNOGRAPHIC INFORMATION

Ethnographic Study Conducted (R)

Indicate whether an ethnographic study has been conducted and if the information is restricted. Select one of the following:

- Yes-Restricted
- Yes-Unrestricted
- No Survey Conducted

Associated Group (R if applicable)

Indicate the group(s), which has a cultural affiliation with the inventory unit. Cultural affiliation is the archeological or ethnographic culture to which a collection of artifacts or resources belongs. It is generally a term given to a specific cultural group for which assemblages of artifacts have been found at several sites of the same age in the same region. Provide the following information for each group associated with the inventory unit:

Name of Group (R)

Indicate the name of the group.

Type of Association (R)

Indicate whether the group's association with the inventory unit is current or historic. Select one of the following:

- Current
- Historic
- Both Current and Historic

(See *Guidelines for Entering Associated Groups*)

Significance Description (R)

Provide a narrative description of the ethnographic value/cultural affiliation associated with the inventory unit.

ERI Database (R if available)

Provide a cross-reference to the Ethnographic Resources Inventory (ERI) database as follows:

ERI Identification Number

Provide the ERI-defined alphanumeric code (____ER____), where the first four spaces are letters and the second four spaces are numbers.

ERI Name

Provide the ERI-defined name for the inventory unit.

Explanatory Narrative

Provide a narrative description of the relationship between the ERI-defined place and the CLI inventory unit.

ADJACENT LANDS INFORMATION

Do Adjacent Lands Contribute? (R)

Indicate whether adjacent lands (lands outside the boundaries of the park) contribute to the significance of the inventory unit. Select one of the following:

- Yes
- No
- Undetermined

Adjacent Lands Description (R if applicable)

Provide a narrative description about the contributions of adjacent lands to the significance of the inventory unit.

Graphics

Provide one or more graphics illustrating the relationship of the adjacent lands to the inventory unit. Provide the following information regarding the graphic:

Graphic Path

This unique descriptor provides the hard disk path for each graphic in CLAIMS and is automatically assigned when the graphic is imported into the CLAIMS' graphics subdirectory.

Graphic Caption

Provide a title and/or brief description for the graphic.

GENERAL MANAGEMENT INFORMATION

Management Category (R)

Indicate the management category for the inventory unit. The management category represents management's agreement with the evaluation of significance, use, condition, and location of the inventory unit. Each category is representative of a compilation of legislative mandates and policy considerations. A management category should be determined based on the findings of the CLI. Select one of the following categories:

Must Be Preserved and Maintained (Category A): an inventory unit meeting any one of the following criteria: the preservation of the inventory unit is specifically legislated; the inventory unit is related to the park's legislated significance; the inventory unit is nationally significant as defined by National Historic Landmark criteria or serves as the setting for a nationally significant structure or object; the inventory unit is less than nationally significant, but contributes to the park's national significance; the inventory unit is prehistoric.

Should Be Preserved and Maintained (Category B): an inventory unit meeting all of the following criteria (failure to meet any of the conditions moves it to Category C): the inventory unit meets National Register criteria; the inventory unit is compatible with the park's legislated significance; the inventory unit has a continuing or potential purpose that is appropriate to its traditional use or function.

May Be Preserved or Maintained (Category C): an inventory unit meeting either of the following conditions: the inventory unit meets the National Register criteria but because of condition or other factors does not qualify for Category B classification; there is currently insufficient information available to determine eligibility for the National Register but preliminary study indicates potential eligibility.

May Be Released, Altered, or Destroyed (Category D): an inventory unit meeting any one of the following criteria: the inventory unit is an irreparable hazard to public health and safety or has lost its historical integrity; the inventory unit is a physical or visual intrusion on the park's legislated significance, as defined through the planning process; the inventory unit has been disposed of by planned action or destroyed by natural forces or accident.

Not Specified: a management category has not been determined for the inventory unit.

Note: *A management category for the inventory unit must be determined at the completion of Level II: Landscape Analysis and Evaluation, but may be undetermined during prior inventory work (i.e., Levels 0 and I). The management category should be based on consultation and concurrence with park management.*

Management Category Date (R)

Indicate the date (mm/dd/yyyy) the management category was determined.

Explanatory Narrative

Provide a narrative text of the relationship of the management category to the inventory unit.

Maintenance Location Code

Indicate the number(s) that uniquely identifies the inventory unit for maintenance management for the Maintenance Management Program. The park's Chief of Maintenance assigns this number, hence the format varies including alphabetic, numeric and alphanumeric codes.

(See Relationship of CLI to FMSS)

Guidelines for Entering Associated Groups

According to NPS Management Policies, social/cultural entities such as tribes, communities and kinship units are “traditionally associated” with a particular park when:

- The entity regards the park’s resources as essential to its development and continued identity as a cultural distinct people; and
- The association has endured for at least two generations (40 years), and
- The association began prior to the establishment of the park.

For aboriginal prehistoric and historic cultures, enter the name commonly used to identify the cultural group, or enter the period of time represented by the archeological remains.

Cochise
Hopewell
Mississippian
Red Ochre
Paleo-Indian
Late Archaic

For non-aboriginal historic cultures, enter the ethnic background, occupation, geographical location or topography, or another term that is commonly used to identify members of the cultural group.

Sea Islander
Appalachian
Black Freedman
Italian-American
Shaker
Euro-American
Mormon
Missionaries

For contemporary traditionally associated people(s), enter the commonly used identifier or the term commonly used to identify members of the cultural group such as ethnicity, occupation, geographical location or physiographic region.

American Indians
Inuit (Eskimos)
Native Hawaiians
African Americans
Hispanics
Chinese Americans
Euro-Americans
Farmer
Fisherman
Artisan
Basketweaver
Healer

CONDITION ASSESSMENTS AND IMPACTS

Condition Assessment (R)

Indicate the current condition of the inventory unit based on criteria listed in the *Resource Management Plan Guideline and Software Manual* (1994). Select one of the following categories:

Good: indicates the inventory unit shows no clear evidence of major negative disturbance and deterioration by natural and/or human forces. The inventory unit’s cultural and natural values are as well preserved as can be expected under the given environmental conditions. No immediate corrective action is required to maintain its current condition.

Fair: indicates the inventory unit shows clear evidence of minor disturbances and deterioration by natural and/or human forces, and some degree of corrective action is needed within 3-5 years to prevent further harm to its cultural and/or natural values. If left to continue without the appropriate corrective action, the cumulative effect of the deterioration of many of the landscape characteristics, will cause the inventory unit to degrade to a poor condition.

Poor: indicates the inventory unit shows clear evidence of major disturbance and rapid deterioration by natural and/or human forces. Immediate corrective action is required to protect and preserve the remaining historical and natural values.

Undetermined: Not enough information is available to make an evaluation.

Assessment Date (R):

Indicate the date that the condition was assessed for the inventory unit.

Date Recorded (R):

Indicate the date that the condition was entered in CLAIMS.

Park Superintendent Concurrence (R)

Indicate whether or not the Park Superintendent concurs with the condition

of the inventory unit. In CLAIMS, checking the box indicates that the Park Superintendent does concur with the assessed condition; leaving the box blank indicates that the Park Superintendent does not concur.

Date of Concurrence (R)

Indicate the date (mm/dd/yyyy) the Park Superintendent concurred, based on the official letter or memorandum from the park. If the Park Superintendent Concurrence box is checked, the Date of Concurrence box can be seen and must be completed.

Explanatory Narrative

Describe any changes in condition from the previous condition.

Note: Undetermined is the default if a condition category is not chosen. The condition of the inventory unit must be determined at the completion of Level II: Landscape Analysis and Evaluation, but may be undetermined during prior inventory work (i.e., Levels 0 and I). Condition should be based on consultation and concurrence with park management.

Note: The condition documentation picklist provides the user with the opportunity to adjust the condition category at a later date in the inventory process. For example, at the beginning of a Level 0 inventory, it is appropriate to mark the condition as "Undetermined." Later, after working with the park and condition is defined, it is appropriate to return to this section at the end of Level II and mark "Good, Fair or Poor" as the condition. The change should be noted in the revision section of the database.

*(See Relationship of the CLI to NPS Strategic Planning and GPRA)
(See Park Superintendent Concurrence Process)*

Stabilization Measures (R)

Provide a concise list of immediate stabilization actions to address broad stabilization concerns, as well as the identified impacts noted below.

Note: The stabilization measures should tie into the Landscape Stabilization Cost data.

Level of Impact Severity (R)

Provide an assessment of the impact of a deleterious agent(s) to the inventory unit within 5 years, based on criteria listed in the Resource Management Plan Guideline and Software Manual (1994). Select one of the following levels:

Low: the continuing effect of the impact is known, and will not result in significant damage to the resource(s) or the impact and its effects are not a direct threat to visitor or staff safety.

Moderate: the resource(s) will be significantly damaged or irretrievably lost if action is not taken within 5 years or, the situation caused by the impact is potentially threatening to visitor or staff safety.

Severe: the resource(s) will be significantly damaged or irretrievably lost if action is not taken within 2 years or, there is an immediate and severe threat to visitor or staff safety.

Unknown: Not enough information is available to make an evaluation.

Note: The level of impact severity for the inventory unit must be determined for the inventory unit at the completion of Level II: Landscape Analysis and Evaluation, but may be undetermined during prior inventory work (i.e., Levels 0 and I).

Impact (R)

Indicate all impact(s) associated with the inventory unit. Impact is defined as a detectable result of an agent or series of agents having a negative effect on the significance, characteristics or integrity of a resource, and for which some form of mitigation or preventative action is possible. Provide the following information for each impact identified:

Type of Impact: (R)

Indicate the type of impact. Select one or more of the following impacts:

- | | |
|-------------------------|---------------------------|
| Adjacent Lands | Impending Development |
| Agriculture | Improper Drainage |
| Consumptive Use | Inappropriate Maintenance |
| Deferred Maintenance | Microclimate |
| Earthquakes | Neglect |
| Erosion | Operations on site |
| Exposure to Elements | |
| Fertilization Practices | |
| Fire | |
| Flooding | |

Other	Structural
Pests/Diseases	Deterioration
Planting Practices	Unknown
Pollution	Vandalism/Theft/
Poor Security/Lighting	Arson
Pruning Practices	Vegetation/
Release to Succession	Invasive Plants
Removal/Replacement	Visitation
Soil Compaction	

Other Impact

Specify the impact when “Other” is selected.

Internal/External (R)

Indicate whether the impact is from inside or outside of the park’s boundaries. Select one of the following:

- Internal
- External
- Both Internal and External

Description (R)

Provide a narrative description of the type of impact including how it is negatively effecting the inventory unit and what forms of mitigation or preventative actions are possible.

AGREEMENTS, LEGAL INTEREST, AND ACCESS

Management Agreements

Provide the following information regarding the management agreements associated with the inventory unit:

Relationship of CLI to FMSS

In CLAIMS v. 1.0, the Inventory and Condition Assessment Program (ICAP), a module of the Maintenance Management (MM) program, was a software program that assisted in planning for the maintenance and major treatment of cultural landscapes through an inventory and condition assessment of their features.

In FY 2001, a new Facility Management Software System (FMSS, using the software Maximo) was developed to replace ICAP. FMSS is a computerized and systematic process for guiding maintenance and operations of NPS assets (buildings, roads, trails and walks, grounds and landscapes, outdoor sculpture) at the park level. Similar to ICAP, FMSS will generate annual inspection forms, work orders, preventive maintenance reports, safety plans and have the ability to upload data into the park FMSS.

FMSS organizes its information on the basis of assets and features. The cultural landscape template fields include CLI number, acreage, landscape type, features, NR listing, condition, etc. The CLI organizes its information on the basis of landscapes, landscape features, component landscapes, and component landscape features. This organization may or may not be parallel with FMSS (i.e., a landscape may be physically divided for maintenance differently from the way the CLI divides it based on historical significance). It is important to consult with the park’s Chief of Maintenance to understand how the landscape is maintained and to identify how the information in the CLI can best serve maintenance. However, the first priority for organizing the information in the CLI should be the historical significance and character of the landscape as defined by the professionals conducting the work.

Information collected in the CLI may interface with FMSS. This interface will consist of uploading selected CLI information (contained in CLAIMS) and graphics to the appropriate FMSS landscape modules in a suitable format. The upload is performed on an as needed basis for a park or for several parks. The decision on whether to upload FMSS information for a given park is made based upon discussions among park management, the Chief of Maintenance, and the appropriate CLI Coordinator. The “Maintenance Management Location Code” provides the link between the CLI and FMSS

FMSS is currently in 30 pilot parks and will be fully rolled out by FY 2003. FMSS is being developed such that existing asset information in ICAP and other programs can be rolled into FMSS without having to reenter the information. Due to the transitional phases of ICAP and FMSS, CLAIMS v. 2.0 does not offer the ability to import data into ICAP or FMSS.

Type of Agreement

Indicate the management agreement to which the NPS is a party. Select one or more of the following agreements:

Concession Contract/Permit: a document issued to authorize private persons and corporations to provide accommodations, facilities, and services for public use in the national park system.

Cooperative Agreement: a document describing the relationship between the Federal Government and State, local government, or other entity when the principal purpose is to transfer money, property (real or personal), services, or anything of value to the State or local government or other entity. Purpose is to accomplish a public purpose of support or stimulation authorized by Federal statute in lieu of acquisition of purchase or lease. Substantial involvement of the NPS is anticipated.

Special Use Permit: a document issued by a superintendent to an individual or organization to allow the use of NPS administered resources. It is used for all special park uses that do *not* have an approved permitting instrument. Special Use permits are used for short-term, not to exceed one year, or long-term, not to exceed 5 years. The special use permit is not an authority. When it is issued, that authority for the use must be cited. One of the major uses of this form is to cover commercial agriculture activities including planting, tilling, harvesting, forge cropping, and some grazing.

Lease: a document describing a contractual relationship by which one party (landlord or lessor) provides to another (tenant or lessee) the use and possession of lands, resources, buildings, or property for a specified period of time in return for fixed payments. All conditions for use and possessions are specified within the lease.

Interagency Agreement: a document describing an agreement between the NPS and another Federal Agency or office for supplies or services provided by the other

agency. These agreements are also used to establish cooperative or mutual assistance between two Federal parties, and to transfer funds from one agency to another.

Memorandum of Agreement: a document describing a mutual agreement relationship which differs from a Memorandum of Understanding in that it provides a *receipt of funds by the NPS* from a non-federal party.

Memorandum of Understanding: a document describing mutual understanding or agreement between the NPS and a State, local government, or other party that is set forth in a written document in which both are participants. A Memorandum of Understanding does not obligate funds.

Other: a document describing an agreement other than those listed under Management Agreements to which the NPS is a party.

None: No management agreement is entered into by the NPS.

Other Agreement

Indicate the type of agreement when "Other" is selected.

Expiration Date

Provide the date (mm/dd/yyyy) the agreement expires. Enter NA if the date is not applicable or UK if the date is unknown.

Explanatory Narrative

Provide any necessary explanation regarding the management agreements associated with the inventory unit.

NPS Legal Interest (R)

Provide the following information regarding the legal interest associated with the inventory unit:

Type of Interest (R)

Indicate the type of legal interest. Select one or more from the following list:

Fee Simple—is all you can get. It is also known as fee title or fee simple absolute without encumbrances.

Less Than Fee Simple—is something less than “all you can get.” It includes easements and right-of-way of two general types—positive and negative.

Fee Simple Reservation—is fee simple with encumbrances. If the legal interest is Fee Simple Reservation, provide the following information:

Fee Simple Reservation For Life?

Indicate whether the fee simple reservation is for the life of the tenant (check box).

If No: Indicate the fee simple reservation expiration date under expiration date.

Expiration Date

Indicate the expiration date (mm/dd/yyyy) of the fee simple reservation when the reservation is for a term other than Life.

None - Other Federal Agency Owned

None – State Government Owned

None - Local Government Owned

None - Privately Owned

If the NPS Legal Interest is None, provide the following information:

Other Agency or Organization

Specify the name of the agency, organization, or individual that has legal interest in the inventory unit.

Explanatory Narrative

Provide amplifying details regarding the legal interest in the inventory unit (e.g., scenic easements, conveyance).

Public Access (R if permission/restricted)

Provide the following information regarding the public access associated with the inventory unit:

Type of Access

Indicate the type of access to the inventory unit. Select one or more of the following types:

Unrestricted: no restrictions apply to public access of the property.

With Permission: the public must have permission from the Service, property owner, or tenant in order to access the property.

Other Restrictions: specific restrictions apply for access to the property.

No Access Currently: there is no public access to the property at the present time.

Explanatory Narrative

Provide amplifying details regarding the access to the inventory unit.

TREATMENT

Approved Treatment (R)

Indicate the treatment of the inventory unit that has been decided and approved through the NPS planning process. Select one of the following treatments:

Preservation: the act or process of applying measures to sustain the existing form, integrity, and material of an inventory unit. Preliminary measures to protect and stabilize the property may be taken, but preservation work focuses upon the ongoing maintenance and repair of historic material and features rather than extensive replacement and new work.

Stabilization: an action that renders an unsafe, damaged, or deteriorated inventory unit stable while retaining its present form.

Rehabilitation: the act or process of making possible an efficient compatible use for an inventory unit through repair, alterations, and additions while preserving those portions or features which convey its historical, cultural or architectural values.

Restoration: the act or process of accurately depicting the form, features, and character of an inventory unit as it appeared at a particular

period of time (period of significance), by the removal of features present from other periods in its history and/or the reconstruction or replacement of missing features from the period of significance.

Reconstruction: the act or process of depicting, by means of new work, the form, feature and detailing of a non-surviving inventory unit or any part thereof, for the purpose of replicating its appearance at a specific time and in its historic location.

Neglect: no treatment or preservation measures will be taken for the inventory unit.

Undetermined: no treatment has been approved due to a lack of information on the inventory unit.

Approved Treatment Document (R)

Identify the document that specifies the approved treatment for the inventory unit. To be considered "approved," the document must have gone through the NPS planning process or formal public review and comment. Select one of the following documents:

- General Management Plan
- Development Concept Plan
- Historic Structure Report
- Cultural Landscape Report
- Vegetation Management Plan
- Regional Neglect/Removal Memo
- Other Document

Document Date (R)

Indicate the date (mm-dd-yyyy) the approved treatment document was approved.

Explanatory Narrative

Provide amplifying details regarding the approved treatment of the inventory unit, if necessary.

Approved Treatment Completed (R)

Indicate if the approved treatment has been completed. Select one of the following:

- Yes
- No

APPROVED TREATMENT COSTS

LCS Structure Approved Treatment Cost (R)

Provide the estimated cost of the physical work necessary to perform the approved treatment associated with the historic structures in the inventory unit, excluding the cost of professional services (this information is obtained from the LCS only).

Landscape Approved Treatment Cost (R)

Provide the estimated cost of the physical work necessary to perform the approved treatment associated with all landscape features (those not listed in the LCS) in the inventory unit, excluding the cost of professional services. If a landscape approved treatment has been established, these costs should be filled in.

Cost Date (R)

Indicate the date (mm/dd/yyyy) that the estimate for landscape approved treatment cost *only* was determined.

Level of Estimate (R)

Indicate the accuracy of the estimate for landscape approved treatment cost *only* according to class categories. Select one of the following categories:

- A - Working Drawings
- B - Preliminary Plans/HSR-CLR
- C - Similar Facilities

Relationship of the CLI to NPS Strategic Planning and GPRA

Based on the mandate of the Government Performance and Results Act (GPRA), the National Park Service Strategic Plan, NPS Cultural Resources Strategic Plan, and the NPS Budget Justifications, all define goals and targets directly related to the CLI. In all, the baseline is identified as the number of cultural landscapes listed in the Cultural Landscapes Inventory (CLI) and entered into CLAIMS. The goals are specified based on:

(1) the percentage of increase in the number of landscapes listed in the CLI and

(2) the percentage of landscapes listed in the CLI in “good” condition compared to the total number with condition assessed (as defined by the Resource Management Plan and CLI guidelines) .

However, the strategic plans do not distinguish between levels of inventory (0, I, II, III) or categories of inventory units (landscape, component landscapes, features). Therefore, the relationship between the baseline and goals, and the levels of inventory and categories of landscapes has been further defined. Additionally, the information needed for an adequate evaluation of condition has been identified.

In assigning a condition (good, fair, poor) to an inventory unit and reporting on condition in relation to NPS strategic planning, the following should be considered:

- Only “landscapes” and “component landscapes” will be included in the information provided for NPS strategic planning and budget justifications.
- Condition can not be adequately determined until the analysis and evaluation is completed on a landscape.
- Condition of a landscape will be determined with consultation and concurrence of park management.
- The base number provided to the NPS Strategic Planning Office will be only those landscapes and component landscapes in CLAIMS with condition specified.
- The percentage of increase in the number of landscapes listed in the CLI will include only those landscapes and component landscapes in CLAIMS with condition specified.

Two categories of numbers are provided to the NPS Strategic Planning Office related to level:

- Total number of landscapes and component landscapes that meet base National Register eligibility criteria; and
- Total number of landscapes and component landscapes that meet base National Register

eligibility criteria, have been formally and completely inventoried and evaluated at Level II: Landscape Analysis and Evaluation, and entered into CLAIMS.

In assigning a level to an inventory unit and reporting on those levels in relation to NPS strategic planning, the following should be considered:

- Only “landscapes” and “component landscapes” will be included in the information provided for NPS strategic planning and budget justifications.
- An inventory unit must meet base National Register eligibility criteria.
- The base number provided to the NPS Strategic Planning Office will be only those landscapes and component landscapes in CLAIMS with a level specified.
- The percentage of increase in the number of landscapes listed in the CLI will include only those landscapes and component landscapes in CLAIMS with a level specified.

In assigning Level II to an inventory unit and reporting on completed Level IIs in relation to NPS strategic planning, the following should be considered:

- Only “landscapes” and “component landscapes” will be included in the information provided for NPS strategic planning and budget justifications.
- Level II can not be adequately determined until all required fields have been completed in the database. Therefore, the property level data element in CLAIMS should not be specified until that time.
- Completion of Level II of a landscape will be determined with consultation and concurrence of park management.
- The base number provided to the NPS Strategic Planning Office will be only those landscapes and component landscapes in CLAIMS with Level II specified.
- The percentage of increase in the number of landscapes listed in the CLI will include only those landscapes and component landscapes in CLAIMS with Level II specified.

Based on the long-term goals in both the NPS and Cultural Resources Strategic Plans, emphasis will be placed on data entry into CLAIMS to address the backlog of completed inventory work and a priority will be placed on completing the analysis and evaluation section and assigning condition. In subsequent years, emphasis will be placed on fully completing the inventories associated with the backlog (cost estimates, SHPO concurrence).

Cost Estimator (R)

Indicate who developed the estimate for landscape approved treatment cost *only*. Select one of the following:

- Support Office
- Denver Service Center
- Other Center
- Park
- Contractor

Explanatory Description

Provide cost estimating details for both the LCS structure approved treatment cost and landscape approved treatment cost that may clarify estimating approach (e.g., special conditions, limitations, assumptions made).

Note: The same level of estimate should be used for all landscape features in calculating the Landscape Approved Treatment Cost.

(See Guidelines for Entering Treatment and Stabilization Costs)

STABILIZATION COSTS

LCS Structure Stabilization Cost (R)

Provide the estimated cost of the physical work necessary to perform the stabilization (periodic interventions that exceed general preservation maintenance) associated with the historic structures in the inventory unit, excluding the cost of professional services (this information is obtained from the LCS only).

Landscape Stabilization Cost (R)

Provide the estimated cost of the physical work necessary to perform stabilization work associated with all landscape features (those not listed in the LCS) in the inventory unit, excluding the cost of professional services. There is a direct relationship between the stabilization measures identified and landscape stabilization costs.

Cost Date (R)

Indicate the date (mm/dd/yyyy) that the estimate for the landscape stabilization cost *only* was determined.

Level of Estimate (R)

Indicate the accuracy of the landscape stabilization cost *only* according to cost class categories. Select one of the following categories:

- A - Working Drawings
- B - Preliminary Plans/HSR-CLR
- C - Similar Facilities

Cost Estimator (R)

Indicate who developed the landscape stabilization cost *only*. Select one of the following:

- Support Office
- Denver Service Center
- Other Center
- Park
- Contractor

Explanatory Description

Provide cost estimating details for both the LCS structure stabilization cost and landscape stabilization cost that may clarify estimating approach (e.g., special conditions, limitations, assumptions made).

Note: The same level of estimate should be used for all landscape features in calculating the Landscape Stabilization Cost.

(See Guidelines for Entering Treatment and Stabilization Costs)

DOCUMENTATION ASSESSMENT

Documentation Assessment

Indicate the adequacy of available documentation based on the *Resource*

Guidelines for Entering Treatment and Stabilization Costs

Treatment and stabilization costs are separated into two items: structure costs (from LCS) and landscape feature costs (from approved treatment documents, RMPs, etc., or the CLI). Ideally, reporting on cost should provide the aggregate cost of each and the combined total. If the LCS cost information is not available, leave blank.

Cost Date, *Level of Estimate*, and *Cost Estimator* refer only to landscape feature costs. The *Explanatory Description* is provided to describe details associated with both the *LCS Structure Approved Treatment Cost* and *Landscape Approved Treatment Cost*.

The cost in the CLI should be the best estimate possible at the time the inventory is conducted. The cost is either recorded from another source (e.g., GMP, DCP) or provided based on the professional judgement of the CLI recorder. If cost information exists in a planning or approved treatment document, and it is determined by the CLI recorder to be inadequate, a new cost should be assigned.

Cost Estimating

Cost estimating for the CLI should not include professional services or technical reports/surveys; hazardous materials reports and surveys.

Class "C" level estimates are based on "similar facilities", or: anticipated square footage and landscape type; anticipated site development, including existing and proposed utilities; anticipated structural systems; known or anticipated unusual site conditions.

Class "B" level estimates are based on "preliminary plans", or: site design, including existing and proposed utilities, grading, plantings, etc.; site design, including plans, elevations, and typical details; outline specifications, including cut sheets of proposed equipment, fixtures or specialty items which might significantly influence the estimate; initial quantity take-offs for utilities, site work, and systems (civil, landscape architectural and architectural).

Class "A" level estimates are based on "working drawings," or final construction drawings and specifications and include contractor costs for overhead, profit, and general conditions.

Cost estimating for stabilization is done in a similar manner.

[See *R.S. Means Building Construction Cost Data* (other specific cost references are available through R.S. Means) and the Denver Service Center's *Class C Estimating Guide, New Construction*]

Management Plan Guideline and Software Manual (1994). Select one of the following categories:

Good: Documentation on the inventory unit meets *all three* of the following conditions:

- *Identification* - information is sufficient to associate the inventory unit with a prehistoric or historic context and to give a general description of its current condition.
- *Evaluation* - information exists which clearly documents that the inventory unit possesses prehistoric or historic significance in accordance with the National Register criteria for evaluation.
- *Treatment* - detailed information exists which analyzes the possible strategies for the proper treatment of the inventory unit, and identifies the preferred method.

Fair: Documentation on the inventory unit must meet the above standards for *Identification* and *Evaluation*, but documentation on *Treatment* may be lacking. In other words, the general significance of the inventory unit is known, but detailed information on its condition or information potential is lacking.

Poor: Documentation of the inventory unit does not meet the above standards for *Identification* and *Evaluation*. This category primarily describes those resources which are known to exist, but which have never been properly surveyed or researched.

DOCUMENTATION CHECKLIST

Documentation

Provide the following information regarding the documentation associated with the inventory unit.

Document

Indicate the document(s) which provides information on the inventory. Select one or more of the following documents:

Administrative History

Cultural Landscape Report

Development Concept Plan
Fire Management Plan
General Management Plan
Historic Grounds Report
Historic Resource Study
Historical Base Map
Land Protection Plan
Other
Resource Management Plan
Special Resources Study
Statement for Management
Vegetation Management Plan

Year of Document

Indicate the year the document was approved.

Amplifying Details

Provide amplifying details for duplicate titles (e.g., an inventory unit with two Development Concept Plans) and “Other” documentation entered.

Adequate Documentation

Indicate whether or not the document is adequate with regard to the information provided on the inventory unit. Select one of the following:

Yes

No

Explanatory Narrative

Provide a brief commentary on each document, if necessary (e.g., inadequacies in the document, level of detail).

ANALYSIS AND EVALUATION SUMMARY

Analysis and Evaluation Summary (R)

Provide a narrative description which summarizes the findings of the analysis and evaluation of the landscape characteristics and features associated with the inventory unit. The narrative should discuss the overall integrity of the inventory unit in terms of location, design, setting, materials, workmanship, feeling, and association based on a comparison of its historic and contemporary character.

Landscape Characteristic (R)

Identify the landscape characteristics associated with the inventory unit. Landscape characteristics are the tangible and intangible aspects of an inventory unit which have either influenced the history of the development of the landscape, or are products of its development, respectively (landscape or component landscapes only.)

Landscape characteristics must be uniquely identified for each inventory unit according to the type of landscape, and the nature of its historical development. The following list is not prescriptive for all inventory units, but provides a basic standard framework from which relative characteristics are selected and described. Select one or more of the following characteristics:

Natural Systems and Features

Spatial Organization

Land Use

Cultural Traditions

Topography

Vegetation

Circulation

Buildings and Structures

Cluster Arrangement

Views and Vistas

Constructed Water Features

Small-Scale Features

Archeological Sites

Other

(See *Guidelines for Analysis and Evaluation: Definitions, Features, Documentation*)

Other Landscape Characteristic

Specify the landscape characteristic when "Other" is selected.

Landscape Characteristic Narrative (R)

Provide a narrative description of each landscape characteristic selected. The narrative should draw upon both documentary evidence and field observations. It should document the evolution of the characteristic and its associated features to the present. Describe the major changes between the period of significance and the current condition. Indicate whether the landscape characteristic and its associated features have historic integrity in terms of location, design, setting, materials, workmanship, feeling, and association.

Include specific facts and, wherever possible, dates. Organize the information in a logical manner. The amount of detail needed in the description depends on the size and complexity of the landscape characteristic and its associated features and the extent to which alterations, additions, and deterioration have affected integrity; the greater the change, the more thorough the description of additions, replacement materials, and other alterations should be.

Landscape Characteristic Features (R if applicable)

Identify the features (contributing and noncontributing) associated with all the landscape characteristics. Provide the following information regarding each feature:

Feature (R)

Identify the feature (e.g., Adam's orchard, entry drive).

Type of Contribution (R)

Indicate whether the feature contributes to the significance of the inventory unit. Select one of the following:

Contributing

Noncontributing

Undetermined

For a feature listed in the List of Classified Structures (LCS), provide the following information:

IDLCS Number (R if applicable)

Provide the six-digit LCS identification number for the feature.

LCS Structure Name (R if applicable)

Provide the LCS structure name for the feature.

LCS Structure Number (R if applicable)

Provide the LCS structure number (the number assigned by the park and included in the LCS) for the feature.

Note: CLAIMS automatically enters the IDLCS Number, Structure Name, and LCS Structure Number (STRUCNUM) into the database when the structure is selected from the LCS interface.

For a feature listed in the Archeological Sites Management Information System (ASMIS), provide the following information:

ASMIS ID (R if applicable)

Provide the nine-digit ASMIS identification number for the feature where the first four spaces are letters, followed by five numbers.

ASMIS Name (R if applicable)

Provide the ASMIS name for the feature. Definition:

Guidelines for Integrity Evaluations

Integrity is the ability of a property to convey its significance. The National Register recognizes seven aspects or qualities that, in various combinations, define integrity. The seven aspects of integrity are location, design, setting, materials, workmanship, feeling, and association. To retain historic integrity, a property will always possess several, and usually most, of the aspects of integrity.

Decisions about historic integrity require professional judgements about whether a property today reflects the spatial organization, physical components, and historic associations that it attained during the period(s) of significance. A property's period(s) of significance becomes the benchmark for measuring whether changes outside the period of significance contribute to or alter its integrity.

Landscapes have unique attributes that often complicate the evaluation of integrity, but the degree to which the overall landscape and its significant features are present today must be evaluated. In general, the researcher should ask the following questions when evaluating integrity: 1) To what degree does the landscape convey its historic character? 2) To what degree has the original fabric been retained? 3) Are changes to the landscape irrevocable or can they be corrected so that the property retains integrity?

The relationship of landscape characteristics and the seven aspects of integrity is complex. Patterns of spatial organization, circulation networks, and clusters directly relate to integrity of design and strongly influence the cohesiveness of a landscape. Boundary demarcations, small-scale elements, vegetation, and the evidence of responses to natural systems and features all add to location and setting. Continuing or compatible land uses and activities enhance integrity of feeling and association. Buildings and structures, vegetation, small-scale features, and land uses all reflect materials, workmanship, and design. Archeological sites may strengthen integrity by providing physical evidence of activities no longer practiced.

Single major changes as well as cumulative effects threaten historic integrity. Loss or relocation of a few features usually does not affect a property's overall historic integrity. But the repeated loss of buildings, structures, roadways, and small-scale features, as well as gradual changes to boundaries and land uses, may cumulatively destroy integrity. However, it is important to remember that the National Register will accept significant and distinguishable entities whose components may

lack individual distinction. For example, for industrial sites, the passage of time, exposure to a harsh environment, abandonment, vandalism, and neglect often combine to cause the deterioration of individual property components. Although these individual components may appear to lack distinction, the combined impact of these separate components may enable the property to convey the collective image of a historically significant industrial operation.

The clearest evaluation of integrity is based on the presence of identifiable landscape characteristics and features of the original site. To evaluate the historic integrity of a landscape, it is useful to compare the present appearance and function of the landscape to its historical appearance and function. The relationship between present function and that intended or actually in use during the period of significance may also affect the integrity of a historic landscape. The features to be evaluated should also be considered in terms of survival, condition, and appropriateness to the original design intent and period of significance.

Vegetation, an important feature of most landscapes, is not stable; it is always changing—by seasonal cycles, maturation, pruning, removal, neglect, and other forces. If one first determines that the more stable elements of the landscape are sufficiently intact to represent the original vegetation, then it can be determined whether the existing vegetation taken as a whole reinforces or supports the original appearance of the landscape.

Adjacent offsite conditions will not be considered in the evaluation of integrity, unless they were included as part of the landscape in a period of significance. In such cases, a landscape's immediate surroundings may have an impact on an evaluation of integrity. Major adjacent encroachment, such as highways, parking lots, and new buildings, may violate the original intent and intrude upon the property. Views from the property, for example, that were intended to be pastoral but that are now industrial, or views that were established along sight lines to buildings, monuments, or other features that have been destroyed, may be a serious detriment to the integrity of a historic landscape.

(For a complete discussion of integrity evaluation, see *National Register Bulletin 15: How to Apply the National Register Criteria for Evaluation*. Also refer to *Bulletins 18, 22, 30, 38, 40, 41, and 42* for specific guidelines in developing and/or defining integrity evaluation.)

Guidelines for Analysis and Evaluation: Definitions, Features, Documentation

Natural Systems and Features

Definition:

The natural aspects that have influenced the development and physical form of a landscape. The following may be included:

- **geomorphology:** the large scale patterns of land forms
- **geology:** the surficial; characteristics of the earth
- **hydrology:** the system of surface and subsurface water.
- **ecology:** the interrelationships among living organisms and their environment.
- **climate:** the temperature, wind velocity, and precipitation
- **native vegetation:** indigenous plant communities and aggregate and individual plan features.

Features:

ravines, valleys, watersheds, wetlands, and rock outcrops

Documentation/Narrative:

Describe the physical environment and ecological systems of the region.

Describe the kinds of features that have resulted from cultural adaptation and response to the natural environment.

Identify natural features that have major importance or predominance by name, type, and location.

Spatial Organization

Definition:

The three-dimensional organization of physical forms and visual associations in the landscape, including the articulation of ground, vertical, and overhead planes that define and create spaces.

Features:

circulation systems, views and vistas, areas of land use, natural features, cluster of structures, and division of property

Documentation/Narrative:

Describe any patterns characterizing the landscape as a whole.

Relate patterns to land uses and activities, responses to natural and cultural traditions.

Relate spatial organization to components including vegetation, boundary demarcations, and circulation networks.

Describe and locate any areas where historic spatial organization is particularly visible or substantially lost.

Guidelines for Analysis and Evaluation: Definitions, Features, Documentation (cont'd.)

Land Use

Definition:

The principal activities in the landscape that have formed, shaped, or organized the landscape as a result of human interaction.

Features:

fields, pastures, orchard, open range, terraces, commons, cemeteries, playing fields, parks, mining areas, quarries and logging areas

Documentation/Narrative:

Describe principal and significant land uses.

Identify the tangible features related to land uses by type, general location, dates of use, condition, and related vegetation.

Describe historic processes related to land use, such as mining, irrigation, lumbering, contour farming, or quarrying.

Point out obsolete historic operations, ongoing traditional practices, or modern adaptations related to significance.

Identify threats to integrity, and indicate their location, extent, and impact on historic integrity.

Identify areas having major importance or predominance by location and type and classify as historic or non-historic.

Overall patterns of the circulation network, areas of land use, natural features, cluster of structures, and division of property.

Describe any patterns characterizing the landscape as a whole.

Relate patterns to land uses and activities, responses to natural and cultural traditions.

Relate spatial organization to components including vegetation, boundary demarcations, and circulation networks.

Describe and locate any areas where historic spatial organization is particularly visible or substantially lost.

Guidelines for Analysis and Evaluation: Definitions, Features, Documentation (cont'd.)

Cultural Traditions

Definition:

The practices that have influenced the development of the landscape in terms of land use, patterns of land division, building forms, stylistic preferences, and the use of materials.

Features:

land use practices, buildings and structures, ethnic or religious institutions, community organization, construction methods, technology, trades and skills, use of plants, craftsmanship, methods of transportation, and patterns of land division

Documentation/Narrative:

Describe land use practices, patterns of land division, institutions, building forms, workmanship, stylistic preferences, vernacular characteristics, use of materials, and methods of construction that have been influenced by cultural tradition.

Identify the sources of cultural influences and name specific individuals, such as artisans, builders, community leaders, or farmers responsible for perpetuating or establishing such traditions.

Describe the kinds of features resulting from or exhibiting cultural traditions, and name, date, and locate the primary features reflecting such traditions.

Topography

Definition:

The three dimensional configuration of the landscape surface characterized by features (such as slope and articulation) and orientation (such as elevation and solar aspect).

Features:

earthworks, drainage ditches, knolls, and terraces

Documentation/Narrative:

Describe the physical patterns of the landscape that characterize it as a whole.

Relate the cultural or traditional adaptations of land use and/or settlement patterns to the natural topography.

Describe or locate any areas of significant change to historic adaptations to the topography.

Guidelines for Analysis and Evaluation: Definitions, Features, Documentation (cont'd.)

Vegetation

Definition:

Deciduous and evergreen trees, shrubs, vines, ground covers and herbaceous plants, and plant communities, whether indigenous or introduced in the landscape.

Features:

functional and ornamental trees and shrubs, orchards, groves, woodlots, pastures, gardens, allees, shelter belts, forests, and grasslands

Documentation/Narrative:

Describe principal, predominant, and significant vegetation by type, condition, age, use, and general or specific location.

Discuss changes that have occurred in vegetation since the period of significance.

Relate the function, massing, and details of vegetation to land use and activities, cultural traditions, and response to the natural environment.

For rotated crops, identify the general types of crops that might be grown over a period of several years.

Circulation

Definition:

The spaces, features, and applied material finishes which constitute systems of movement in a landscape.

Features:

paths, roads, streams, or canals, highways, railways, and waterways

Documentation/Narrative:

Describe the principal forms of transportation and circulation routes that facilitate travel within the landscape and connect the landscape with the larger region.

Name, date, and describe principal or significant examples.

Identify principle roadways and other transportation routes, by name, type, and location and classify as contributing or noncontributing.

Guidelines for Analysis and Evaluation: Definitions, Features, Documentation (cont'd.)

Buildings and Structures

Definition:

The elements primarily built for sheltering any form of human activities are buildings; and the functional elements constructed for other purposes than sheltering human activity are structures. Engineering systems are also structures, and mechanical engineering systems may be distinguished from structural engineering systems:

- **mechanical engineering systems:** conduct utilities within the landscape (such as power lines, hydrants, culverts).
- **structural engineering systems:** provide physical stabilization in the landscape (such as retaining walls, dikes, foundations).

Features:

houses, barns, stables, schools, churches, and factories;

bridges, windmills, gazebos, silos and dams

power lines, hydrants, culverts, etc.

retaining walls, dikes and foundations

Documentation/Narrative:

Describe the kinds of buildings and structures present.

Relate the function, form, materials, and construction of buildings and structures to land uses and activities, cultural adaptations, and response to the natural environment.

Identify patterns and distinctive examples of workmanship, methods of construction, materials, stylistic influences, and vernacular forms.

Discuss the impact of non-historic construction and alterations on historic integrity.

Identify all buildings and structures by location, name or number, and type and classify as contributing or noncontributing.

Cluster Arrangement

Definition:

The location and patterns of buildings, structures, and associated spaces in the landscape.

Features:

village centers, farmsteads, crossroads, harbors, and ranching or mining complexes

Documentation/Narrative:

Describe the clusters, historic and non-historic, found in the landscape by general location, function, scale, spatial arrangement, density, condition, and composition.

Discuss any patterns visible in the arrangement, location, or presence of clusters and relate these to spatial organization, cultural traditions, response to the natural environment, and land uses and activities.

Identify principal, representative, or important examples by name type, function, and location.

Discuss the impact of non-historic development on historic integrity.

Identify all buildings, structures, and principal objects comprising clusters by type and location and classify as contributing or noncontributing.

Guidelines for Analysis and Evaluation: Definitions, Features, Documentation (cont'd.)

Views and Vistas

Definition:

The prospect afforded by a range of vision in the landscape, conferred by the composition of other landscapes characteristics and associated features. Views and vistas are distinguished as follows:

- **views:** the expansive and/or panoramic prospect of a broad range of vision which may be naturally occurring or deliberately contrived.
- **vistas:** the controlled prospect of a discrete, linear range of vision, which is deliberately contrived.

Documentation/Narrative:

Describe the character of the viewpoint within the boundaries of the landscape; whether it's a clearing, designed lookout structure, controlled with vegetation, etc.

Describe the views/vistas into the landscape from adjacent properties, or approaches into the landscape to specific features, etc.

Describe the view/vistas in terms of the response to topography or other natural features.

Describe significant perceptual qualities such as smells, sounds, etc. from the viewpoint.

Identify views and vistas onto and off of the property.

Constructed Water Features

Definition:

The built features and elements which utilize water for aesthetic or utilitarian functions in the landscape.

Features:

fountains, pools, ponds, lakes, cascades, canals, and reservoirs

Documentation/Narrative:

Describe the principal constructed water features by name, type, location, date, and function.

Describe the appearance, style, materials, and current condition, identifying distinctive examples of workmanship, methods of construction, stylistic influences, and vernacular forms.

Relate the function, form, materials, and construction to land uses and activities, cultural adaptations, and response to the natural environment.

Discuss the impact of non-historic construction and alteration on historic integrity.

Identify all constructed water features and classify as contributing or noncontributing.

Guidelines for Analysis and Evaluation: Definitions, Features, Documentation (cont'd.)

Small-Scale Features

Definition:

The elements which provide detail and diversity for both functional needs and aesthetic concerns in the landscape.

Features:

fences, benches, monuments, road markers, flagpoles, signs, foot bridges, cow paths, isolated vegetation, curbstones, trail ruts, culverts, foundations, and minor ruins

Documentation/Narrative:

Describe the kinds of elements that collectively add to the landscape's setting, by type, function, general location, and approximate date.

Relate these elements to historic patterns of land use, spatial organization, cultural traditions, boundary demarcation, circulation networks, or vegetation.

Discuss the extent of which the loss of these has cumulatively affected historic integrity.

Archeological Sites

Definition:

The location of ruins, traces, or deposited artifacts in the landscape, and are evidenced by the presence of either surface or subsurface features.

Features:

road traces, reforested fields, ruins of farmsteads, mills, mines, irrigation systems, piers and wharves, quarries

Documentation/Narrative:

Describe the type of archeological sites, their cultural affiliation and the period of history or prehistory represented.

Indicate the extent of archeological sites within the landscape, their distribution, environmental setting, and general location.

Identify principle sites by number or name and location and describe surface and subsurface features, condition, disturbances, and any excavation or testing.

Identify all archeological sites by site number or name, location, surface and subsurface characteristic, and condition.

For a feature listed in the Automated National Catalogue System, provide the following information:

ANCS+ ID (R if applicable)

Provide the eleven-digit ANCS+ identification number for the feature, where the first four spaces are capital letters, followed by 2 spaces of small letters, then followed by 5 numbers.

ANCS+ Name (R if applicable)

Provide the ANCS+ name for the feature.

Landscape Characteristic Graphic

Provide one or more graphics for each characteristic selected. For each graphic, provide the following information:

Graphic Path

This unique descriptor provides the hard disk path for each graphic and is automatically assigned by CLAIMS when the graphic is imported into the CLAIMS' graphics subdirectory.

Graphic Caption

Provide a title and/or brief description of each characteristic graphic.

the property's significance. For each source, provide the following information:

Citation Title (R)

Provide the title of the citation.

Citation Author (R)

Provide the author of the citation.

Year of Publication (R)

Provide the year (yyyy) that the citation was published or prepared.

Citation Publisher (R)

Provide the name of the publisher of the resource.

Source Name (R)

Indicate the name for the primary or secondary source. Select one of the following sources:

CRBIB: the Cultural Resources Management Bibliography

DSC/TIC: the Denver Service Center/ Technical Information Center

HABS: the Historic American Buildings Survey

HAER: the Historic American Engineering Records.

Library of Congress/Dewey Decimal: the Library of Congress/Dewey Decimal

Other

Citation Number (R)

Provide the identification number for the citation, if appropriate.

Citation Type (R)

Indicate the type of citation. Select one of the following types:

Graphic

Narrative

Both Graphic and Narrative

BIBLIOGRAPHY

Bibliography (R)

Indicate the primary and published secondary sources used in documenting and evaluating the inventory unit. These include books, journal or magazine articles, planning documents, historic resource studies or survey reports, census data, newspaper articles, deeds, wills, correspondence, business records, diaries, and other sources. Do not include general reference works unless they provide specific information about the inventory unit or have assisted in evaluating

Citation Location (R)

Indicate the location of the citation.

Note: For CRBIB entries, CLAIMS automatically enters the Citation Title, Citation Author, Citation Year, and Citation Number into the database when the citation is selected from the CRBIB interface.

Note: Due to the nature of the database, the bibliography will not print in a traditional bibliographic citation format.

SUPPLEMENTAL INFORMATION

Supplemental Information

Supplemental information includes sources that may not be included in the bibliography, such as unpublished references, maps, plant lists, unidentified photographs, oral interviews, oral history tapes and correspondence. For

each entry of supplemental information, provide the following information:

Title

Provide the title of the information.

Description

Provide a description of the supplemental information.

Graphic Path

This unique descriptor provides the hard disk path for each graphic and is automatically assigned by CLAIMS when the graphic is imported into the CLAIMS' graphics subdirectory.

Graphic Caption

Provide a title and/or brief description of supplemental graphic.

SECTION 3

Completing the CLI Form Landscape Features and Component Landscape Features

INTRODUCTION

This section of the guide outlines all of the information (data elements) collected and recorded for landscape features and component landscape features (Level III) in the CLI (features identified as contributing to the significance of a landscape or component landscape in Level II: Landscape Analysis and Evaluation). The information included in this section is organized according to the sequence of data elements in the Cultural Landscapes Automated Inventory Management System (CLAIMS). For each data element, instructions are given for how to provide the information. When a specific option (“pick list”) is associated with a data element, it is outlined and defined. Additionally, professional guidance and references are included to clarify data elements, as necessary. Unlike Level II, not all data elements will apply to every feature. Therefore, the CLI recorder will be responsible for identifying which data elements are completed. Those headings followed by (R) are required data elements that must be completed. If these fields are not completed, the inventory units will not be considered certified data when uploaded into the national database.

PROPERTY LEVEL AND CLI NUMBERS

Inventory Unit Name (R)

Provide the name officially designated for the inventory unit. For example, an inventory unit name might be Gettysburg National Military Park. This name will appear in CLAIMS

queries and reports. The inventory unit name may be a current name, a historic name, or a name that is both current and historic.

Property Level (R)

Indicate the property level of the inventory unit. The need to clearly articulate the character and physical aspects of a cultural landscape for management warrants its subdivision into identifiable components and/or features. The subdivision of a landscape in the CLI is referred to as the property level. Select one of the following levels:

Landscape Feature: the smallest physical unit that contributes to the significance of a landscape and can be managed as an individual element. Examples may include a woodlot, earthwork, hedge, lawn, specimen tree, allee, barn, agricultural field, and vista.

Component Landscape Feature: the smallest physical unit that contributes to the significance of a component landscape and can be managed as an individual element. Examples may include a garden feature such as a bench or fence; an overlook feature, such as an outcrop or path; and a cemetery feature such as a specimen tree or tombstone.

CLI Identification Number (R)

Provide the unique six-digit number that identifies the inventory unit.

Note: A CLI identification number may fall between 1 and 999999. Each NPS cluster is given a range of allowable numbers by the National Center. CLAIMS limits its assignment of these numbers to within a cluster’s allowable range. This unique six-digit number is automatically assigned by CLAIMS when the inventory unit is created.

Parent Landscape (R)

Provide the name and unique six-digit number that identifies the 'parent landscape' of the inventory unit. The name and number are automatically assigned by CLAIMS when the inventory unit is created.

(See 'Parent-Child' Relationships in the CLI and CLAIMS)

Parent Component Landscape (R)

Provide the name and unique six-digit number that identifies the 'parent component landscape' of a component landscape feature. The name and number are automatically assigned by CLAIMS when the inventory unit is created.

(See 'Parent-Child' Relationships in the CLI and CLAIMS)

PARK INFORMATION

Park Name and Alpha Code (R)

Indicate the four-digit alpha code and name that uniquely identifies a park (e.g., GETT indicates Gettysburg National Military Park). Select one park alpha code and name from Appendix G: Park Organization, Alpha Codes, and Org Codes.

(See Appendix G: Park Organization, Alpha Codes, and Org Codes)

Note: *The park name and alpha code are automatically entered by CLAIMS when an inventory unit is created in association with a particular park.*

Park Organization Code (R)

Indicate the four-digit numeric code that uniquely identifies a particular park (e.g., 1700 identifies Acadia National Park). Select one park organization code from Appendix G: Park Organization, Alpha Codes, and Org Codes.

(See Appendix G: Park Organization, Alpha Codes, and Org Codes)

Note: *The park organization code is automatically entered by CLAIMS when an inventory unit is created in association with a particular park.*

Subunit/District Name and Alpha Code (R)

If applicable, indicate the four-digit alpha code and name that uniquely identifies a geographic district within boundaries of the park. This information will only be available for specific large parks that have established subunits or districts for management purposes. Select one subunit/district alpha code and name from Appendix G: Park Organization, Alpha Codes, and Org Codes.

(See Appendix G: Park Organization, Alpha Codes, and Org Codes)

Note: *The subunit/district name and alpha code are automatically entered by CLAIMS when an inventory unit is created in association with a particular subunit/district of a park.*

Subunit/District Organization Code (R)

If applicable, indicate the four-digit numeric code that uniquely identifies a geographic district within the boundaries of a park. This information will only be available for specific large parks that have established subunits or districts for management purposes. Select one subunit/district organization code from Appendix G: Park Organization, Alpha Codes, and Org Codes.

(See Appendix G: Park Organization, Alpha Codes, and Org Codes)

Note: *The park subunit/district organization code is automatically entered by CLAIMS when an inventory unit is created in association with a particular subunit/district of a park.*

Park Administrative Unit (R)

If applicable, indicate the four-digit alpha code that uniquely identifies the park that administers the inventory unit. In most cases

'Parent-Child' Relationships in the CLI and CLAIMS

In order to associate related inventory units (e.g., landscapes, component landscapes), a "parent-child" relationship must be established in CLAIMS. The landscape is the ultimate parent in this relationship, and landscape features, component landscapes, and component landscape features are children. As designed, all 'parents' of an inventory unit must be inventoried at Level 0 or above, and entered into CLAIMS, prior to entering the inventory unit into the database. For example, to enter the CLI information for the Northwest quadrant of Manassas Battlefield (a component landscape), the Manassas Battlefield (the parent landscape) must be entered in CLAIMS at Level 0 or above. Ideally, Level 0 is completed for a park prior to any other inventory work, which would establish all parent-child relationships.

As the CLI is completed in a park, the parent-child relationships may be refined and revised. Revisions to the parent-child relationships in the CLI need to address all related inventory units. Therefore, in CLAIMS, prior to changing the property level of an established inventory unit, all related inventory units must be revised first. For example, take a landscape that has two landscape features, one component landscape, and two component landscape features. To change that landscape to a component landscape would require, at a minimum, establishing a new "parent" landscape for itself and the component landscape and component landscape features previously identified, along with changing the property level of the two landscape features to component landscape features. Refer to Section 1 (Figure 5) for a graphic illustration of the parent-child relationship.

an inventory unit's administrative park is the same as its park name; however, in some cases there is a separate administrative park for the inventory unit (e.g. Meridian Hill Park is administered by Rock Creek Park, Clara Barton National Historic Site is administered by George Washington Memorial Parkway, and Brices Crossroads is administered by Natchez Trace Parkway). Select one park administrative unit code from Appendix G: Park Organization, Alpha Codes, and Org Codes.

(See *Appendix G: Park Organization, Alpha Codes, and Org Codes*)

Note: The park administrative unit alpha code is automatically entered by CLAIMS when an inventory unit is created.

Note: The above information is the minimum amount of information that must be entered in order to establish a new inventory unit in the CLAIMS database.

INVENTORY SUMMARY

General Information

CLI General Information: This predefined text provides an introduction to the national CLI program offering an overview of key terms, methodology, processes and intended results. This text is printed in the Executive Summary of the Park Report and CLI Coordinator Review Report.

Park and the CLI: Provide a transition from the broader national CLI program information to more specific park CLI information. Substantially different than the Inventory Unit Description, this text should highlight any unique regional or support office issues related to the CLI, the types and quantity of CLI work occurring in the park, if there is a specific reason for the work (impending planning, development, threats, etc.), and the primary park contact information.

Inventory Level (R)

Indicate the CLI inventory level. The inventory level identifies the scope of work associated with the inventory of a property. A four level process has been designed to facilitate identifying the potential scope of cultural landscapes in a systematic manner, establish priorities for further inventory, and to research and respond to specific park management needs. For landscape features and component landscape features, the only level that can be chosen is:

Level III: Feature Inventory and Assessment: provides an inventory and evaluation of a physical feature identified in Level II as contributing to the significance of a landscape or component landscape. In addition, the condition of the feature is assessed and costs associated with treatment are recorded.

Note: When a landscape feature or component landscape feature is selected for the property level in CLAIMS, inventory level is automatically filled out as a Level III: Feature Inventory and Assessment.

Note: Level I and II are completed for each landscape eligible for the National Register of Historic Places and each component landscape either individually eligible or contributing to a landscape. Level III forms are completed for the physical features that contribute to the significance of either a landscape or component landscape. As the inventory process proceeds from Level 0 to III, additional information is collected and prior information acquired is refined. The relationship between Level I and II is very direct; the CLI is not considered finished until Level II has been fully completed. Level III provides feature specific information which supplements, but generally does not alter, the information contained in a Level II inventory.

Completion Status (R)

Provide the following information regarding the completion of the inventory level (III) selected:

Data Collection Date (R)

Indicate the date (mm/dd/yyyy) the inventory data collection was completed.

Data Collection Recorder (R)

Indicate the individual(s) who completed the research and fieldwork associated with the inventory. Enter the individual's full name or first initial and last name. If there are multiple recorders, list all names and separate them with a comma.

Data Entry Date (R)

Indicate the date (mm/dd/yyyy) the data entry into CLAIMS was completed. This is the date printed on the cover of the Park Report and the CLI Coordinator Review Report.

Data Entry Recorder (R)

Indicate the individual(s) who completed the data entry of the inventory unit. Enter the individual's full name or first initial and last name. If there are multiple recorders, list all names and separate them with a comma.

Site Visit Conducted (R)

Indicate whether or not a site visit was conducted. In CLAIMS, checking the box indicates that a site visit was conducted; leaving the box blank indicates that a site visit was not conducted.

Explanatory Narrative (R)

Provide a narrative explanation of the completed inventory work, including when the fieldwork was completed, who performed the tasks, and recommendations for future inventory efforts. Indicate if the park has agreed to the content of the inventory and whether or not it has been transmitted to the National Center. Provide any clarifying details regarding the role of the CLI recorder(s) (fieldwork vs. data entry), if appropriate.

REVISIONS

Revisions (R)

Record revisions to a completed inventory. The revisions recorded should involve substantive changes to the data in CLAIMS, such as changes in National Register documentation based on an amendment to an existing National Register nomination, or changes in condition recorded as part of ongoing monitoring of an inventory unit. Provide the following information regarding each change:

Revision Date (R)

Indicate the date (mm/dd/yyyy) the revision was made.

Park Superintendent Concurrence Process

Three CLAIMS data sections require Park Superintendent Concurrence: Completion Status (at completion of Level II), Revisions (and subsequent updates), and Condition Assessment (and subsequent updates).

Once a CLI has been completed for individual inventory units or for an entire park and a final presentation has been made to the park staff reviewing the results, a letter or memorandum must be obtained from the Park Superintendent noting concurrence. The letter should specifically state that concurrence is given for the entire park, individual inventory units or for individual sections within the CLI (condition assessment, revisions, or completion of Level II).

The date of the Park Superintendent Concurrence letter is the date entered into CLAIMS. For record keeping purposes, keep the Park Superintendent Concurrence letter on file in the regional or support office.

Recorder (R)

Indicate the individual(s) who prepared the revision. Enter the individual's full name or first initial and last name. If there are multiple recorders, list all names and separate them with a comma.

Park Superintendent Concurrence (R)

Indicate whether or not the Park Superintendent concurs with the revision. In CLAIMS, checking the box indicates that the Park Superintendent does concur; leaving the box blank indicates that the Park Superintendent does not concur.

Date of Concurrence (R)

Indicate the date (mm/dd/yyyy) the Park Superintendent concurred, based on the official letter or memorandum from the park. If the Park Superintendent Concurrence box is checked, the Date of Concurrence box can be seen and must be completed.

Explanatory Narrative (R)

Provide a narrative explanation of the scope of the revisions, who performed the tasks and indicate whether or not a site visit was conducted.

(See *Park Superintendent Concurrence Process*)

CLI HIERARCHY DESCRIPTION

CLI Hierarchy Description (R if hierarchy exists)

Provide a narrative description of the process used to subdivide the landscape associated with the inventory unit into property levels (i.e., landscapes, landscape features, component landscapes, and component landscape features). The narrative should describe the professional decisions made in determining the boundaries of inventory units. The hierarchy should be based on the character and complexity of the landscape and not on management needs (e.g., a DCP underway, or administered by a different park).

CLI Hierarchy Description Graphic

Provide one or more graphics that illustrate the relationship of the inventory unit to the division of the landscape, as per the CLI hierarchy description. For each graphic, provide the following information:

Graphic Path

This unique descriptor provides the hard disk path for each graphic in CLAIMS and is automatically assigned when the graphic is imported into the CLAIMS' graphics subdirectory.

Graphic Caption

Provide a title and/or a brief description of the graphic.

DESCRIPTIVE AND GEOGRAPHIC INFORMATION

Current and Historic Names (R)

Provide the following information regarding the name(s) associated with the inventory unit.

Name (R)

Indicate the name(s) associated with the inventory unit. The name may be current, historic, or both current and historic. This may also be the same as the inventory unit name.

Type of Name (R)

Indicate the type of name. Select one of the following:

Current

Historic

Both Current and Historic

(See *Defining Current and Historic Names*)

Inventory Unit Description (R)

Provide a brief narrative that includes:

- a physical description of the feature, including size, location and setting, feature type or style, distinct qualities, and significant features;
- a brief explanation of the period of significance for the feature;
- a description of the condition, both historic and current, and integrity of the feature; and
- a brief summary of the analysis and evaluation of the feature.

The description should be concise, factual, and well organized. Use common professional terms when describing a feature. Define any regional or local terms that are not commonly understood or in general use.

Management Unit

If applicable, indicate the park management unit within which the inventory unit is located. Management units are defined by individual parks, hence the format varies

Defining Current and Historic Names

Current Name

The current name(s) may reflect the feature's history, current ownership, or popular use and may or may not fall into the categories given for historic names.

Historic Name

The historic name(s) best reflects the feature's historic importance or was commonly used for the property during the period of significance. The historic name may be preferred for general reference because it continues to be meaningful, regardless of changes in ownership or use, and most often relates to the reasons that the property is eligible for the National Register.

Using Names of Persons

When a current or historic name relates to or is associated with a person, enter the name as it is listed in the *Dictionary of American Biography*, using the following format: last name, first name. For example:

Burnham, Daniel

Vaux, Calvert

including alphabetic, numeric or alphanumeric codes.

Tract Numbers

If applicable, indicate the land tract numbers associated with the inventory unit. The tract numbers can be found in the NPS regional or support office land resources program.

State and County (R)

From the picklists, provide the following information regarding the location of the inventory unit:

State (R)

Indicate the state(s) in which the inventory unit is located.

County (R)

Indicate the name of the county(ies), parish(es), district(s), or equivalent area where the inventory unit is located.

Size (Acres) (R)

Provide the acreage for the inventory unit. Acreage should be accurate to the nearest whole acre; fractions of acres should be recorded, if known. Where accuracy to one acre is not practical, for example districts over 100 acres, a USGS acreage estimator may be used to calculate acreage.

Boundary Description (R)

Provide a narrative description of the boundaries of the inventory unit that includes a brief and concise explanation of the reasons for selecting the boundaries. The description should be based on the inventory unit's historic significance and integrity. Use one of the following formats to describe the inventory unit boundary:

- a legal parcel number
- a block and lot number
- a sequence of metes and bounds
- dimensions of a parcel of land fixed upon a given point such as the intersection of two streets, a natural feature, or a manmade structure

(See *Guidelines for Narrative Boundary Descriptions*)

GIS File Name

Provide one or more GIS file names and their location for each file that exists and relates directly to the inventory unit. Files may consist of corrected or uncorrected GPS files, arcview shape files, exported Arcinfo files, or other types of associated GIS files (i.e. .ssf, .cor, .dwg, .dxf, .dgn, .shp, .dbf, .txt, .tiff, .jpg, .bil, .sid, .bmp, .img) CLAIMS does not store or import this information; it is purely reference. For example:

Roads.shp	d:/GIS/claimsfiles/slbe/roads.shp
Vegetation.cor	Regional GIS Office; contact GIS Coordinator Peter Budde at 608-256-7585

Trails.e00	Park GIS Office; contact Mark Tribe at 404-562-3117
farmstead1.dwg	CAD drawing residing in SESO CL program
ulsg.sid	d:/GIS/claimsfiles/ulsg/ images/ulsg.sid
landsat.img	ERDAS Imagine format satellite imagery

GIS File Description

For each GIS file listed under GIS File Name, provide a brief description of the contents of the file, if processing needs to occur and whether the data is already in the regional or park GIS. For example:

Roads.shp	Centerline of all major roads from 1890-1980; arcview shape file; in regional and park GIS as of 1998
Vegetation.cor	differentially/corrected GPS points for all memorial trees in cemetery
Trail.e00	Centerline of trail; exported Arcinfo file

Boundary UTMS (R)

The Universal Transverse Mercator (UTM) Grid System is a method of recording the geographic location of a historic property. The UTM grid references may be determined from USGS maps with UTM ticks or translated from a Global Positioning System (GPS). The zone number, easting, and northing make up the complete UTM grid reference for any point and distinguish it from any other point on earth. Enter one or more UTM grid references to identify the exact location of the property (a United States Geological Survey (USGS) quadrangle map and a UTM counter are necessary tools for manually determining UTM reference points). Enter only complete, unabbreviated references. The order of the UTMs should follow protocol; begin with the northeasternmost point and proceed

clockwise. Provide the following information for each UTM point:

Source (R)

Describe the source of the UTM point. Select one of the following:

- USGS Map 1:24,000
- USGS Map 1:62,500
- USGS Map 1:100,000
- GPS-Differentially Corrected
- GPS-Uncorrected

Type of Point (R)

Describe the type of point the UTM represents. Select one of the following:

- Point
- Area
- Line

Datum (R)

Identify the datum of the USGS map. Select one of the following:

- NAD 27 (North American Datum of 1927)
- NAD 83 (North American Datum of 1983)
- Other

Note: If Other is chosen, define the other type of datum being referenced.

UTM Zone (R)

Describe the zone location of the inventory unit. UTM divides the world into 60 zones, running north and south, each covering six degrees longitude and numbered beginning at the 180-degree meridian.

UTM Easting (R)

Describe the distance, in meters, from the central meridian to the inventory unit. The easting coordinates within the UTM zone are lines that measure the number of meters east of a prime meridian.

Guidelines for Narrative Boundary Descriptions

Describe the boundaries in a narrative using street names, property lines, geographical features, and other lines of convenience. Begin by defining a fixed reference point and proceed by describing the perimeter in an orderly sequence, incorporating both dimensions and direction. Draw boundaries that correspond to rights-of-way to one side or the other but not along the centerline. For example:

Beginning at a point on the east bank of the Lazy River and 60' south of the center of Maple Avenue, proceed east 150' along the rear property lines of 212- 216 Maple Avenue to the west curblin of Main Street. Then proceed north 150' along the west curblin of Main Street, turning west for 50' along the rear property line of 217 Maple Avenue. Then proceed north 50' to the rear property line of 215 Maple Avenue, turning west for 100' to the east bank of the Lazy River. Then proceed south along the riverbank to the point of origin.

To describe only a portion of a city lot, use fractions, dimensions, or other means. For example:

*The south 1/2 of Lot 36,
The eastern 20 feet of Lot 57*

For rural properties where it is difficult to establish fixed reference points such as highways, roads, legal parcels of land, or tax parcels, refer to the section grid appearing on the USGS map if it corresponds to the actual boundaries. For example:

NW 114, SE 114, NE 114, SW 114, Section 28, Township 35, Range 17

For rural properties less than one acre, the description may be based on the dimensions of the property fixed upon a single point of reference. For example:

The property is a rectangular parcel measuring 50 x 100 feet, whose northwest corner is 15 feet directly northwest of the northwest corner of the foundation of the barn and whose southeast corner is 15 feet directly southeast of the southeast corner of the foundation of the farmhouse.

Guidelines for Entering UTM References

For properties less than 10 acres, enter the UTM reference for the point corresponding to the center of the property.

For properties of 10 or more acres, enter three or more UTM references. The references should correspond to the vertices of a polygon drawn on the USGS map according to the following steps:

- 1) Draw a polygon of three or more sides on the USGS map that approximately encompasses the area to be registered.
- 2) Label the vertices of the polygon alphabetically, beginning at the northeast corner and moving clockwise.
- 3) Determine the UTM reference for the point corresponding to each vertex. (See Instructions for Determining UTM References)
- 4) Enter the references alphabetically on the form. Use a continuation sheet for additional references.

For linear properties of 10 or more acres, such as a railroad, canal, highway, or trail, enter three or more UTM references. The references should correspond to points along a line drawn on the USGS map according to the following steps:

- 1) Draw a line on the USGS map indicating the course of the property.
- 2) Mark and label alphabetically points along the line that correspond to the beginning, end, and each major shift in direction. Order letters in sequence from beginning to end.
- 3) Determine the UTM reference for each point.
- 4) Enter the references alphabetically on the form. Use a continuation sheet for additional references.

If UTM references define the boundaries of the property, as well as indicate location, the polygon or line delineated by the references must correspond exactly with the property's boundaries.

Guidelines for Linking GIS to CLAIMS

CLAIMS, as one repository of land based information, is an appropriate database to offer a link to GIS. The spatial abilities of GIS offers CLAIMS a unique opportunity to graphically display the detailed cultural landscape data that lie within the database. As a starting point, the GIS File Name and GIS File Description fields begin to identify GPS, GIS and CAD files that have been created while doing CLI work, noting their locations and status of use.

In FY 2001, a Cultural Landscapes Inventory GIS (CLIGIS) white paper was prepared outlining the actions needed to link CLAIMS to GIS. The paper identified measures to use the unique CLI number and CLAIMS data fields to link to a GIS. The intent is to use the GIS to delineate CLI data geographically and make that data available for incorporation into existing park and regional GIS. As a feasibility study is undertaken addressing the task of moving CLAIMS to the web, the GIS link will be more fully addressed.

The existing CLAIMS data fields that are critical for linking to GIS are the unique CLI ID number, UTM's, GIS File Name and GIS File Description. It is crucial that UTM data entered into CLAIMS be accurate-specifically the zones, eastings and northings. Use up-to-date UTM's (1995 and later) or take the time to calculate new UTM's during the CLI work. Any GIS File Name identified must be described as to its relative accuracy and the specific content of each of the data types. Thorough metadata should address those issues.

UTM Northing (R)

Describe the distance, in meters, from the equator to the inventory unit. The northing coordinates within the UTM zone are lines that measure the number of meters north of the equator.

(See Guidelines for Entering UTM References and Instructions for Determining Map Read UTM References)

Instructions for Determining Map Read UTM References

The Universal Transverse Mercator (UTM) Grid System provides a simple and accurate method for recording the geographic location of a historic property. The UTM Grid System has a number of advantages over the Geographic Coordinate System of latitude and longitude, particularly speed, precision, and the use of linear, metric units of measure. Determining UTM references, in its simplest application, requires only a straightedge, a coordinate counter, and a sharp pencil as working tools. (The coordinate counter, a plastic measuring tool, may be obtained from J & J Reproduction and Drafting Supplies, Inc., 9017-F Mendenhall Court, Columbia, MD. 21045.)

The UTM grid references may be determined from many USGS quadrangles published since 1950, and all published since 1959. If there is no USGS Map with UTM ticks for a location, enter the geographic coordinates for the location of the property using latitude and longitude or a State's grid system.

In the UTM system, the Earth is divided into 60 zones, running north and south, each 6 degrees wide. Each zone is numbered (most of the USA is included in zones 10 through 19), beginning at the 180-degree meridian near the International Date Line. On a USGS map, each zone is flattened and a square grid is marked off in meters superimposed upon it.

Any point in the zone may be referenced by citing its zone number, its distance in meters from a north-south reference line ("easting"), and its distance in meters from the Equator ("northing") may reference any point in the zone. These three figures (the zone number, easting, and northing) make up the complete UTM grid reference for any point and distinguish it from any other point on Earth.

The simplest method of determining a UTM reference is based on drawing part of the UTM grid on the map, and measuring from the grid lines to the point. It requires the following:

- a flat work surface on which the map may be spread out in full
- a straightedge (ordinary rulers may not be accurate enough) long enough to reach completely across the map—generally 28" to 36"
- a very sharp pencil and a worksheet
- a UTM coordinate counter

To measure each point, follow these steps:

- 1) Draw a line from the top of the map to the bottom (north to south), connecting the UTM ticks of the same value directly west of the point, that is the ticks with the highest easting value west of the point.
- 2) Draw a line from the left to the right side of the map (west to east), connecting the grid ticks of the same value directly south of the point, that is the ticks with the highest northing value south of the point. This line will intersect the north-south line somewhere to the southwest of the point.
- 3) Record the zone number on a worksheet. This number appears in the lower left corner of the map.
- 4) Record on a worksheet the numbers given by the map ticks through which the lines have been drawn. These are the first three digits of the easting value and the first four digits of the northing value.
- 5) Locate the scale on the coordinate counter matching that of the map, e.g. 1:24,000.
Align the counter on the map so that:
 - a) the side of the scale that reads from right to left lies along the east-west line.
 - b) the side of the scale that reads from left to right passes directly through the point.
(Check the alignment to be sure that it is precise.)
- 6) Read the coordinate counter scales, right to left for the easting and upward for the northing to get a measured value in three decimal places. In each case, enter the measured value on the worksheet after the number recorded in step 4.
- 7) Check the readings—are all figures in the correct decimal place? The easting will have six digits and the northing seven.
- 8) Check the figures for accuracy by remeasuring.
- 9) Be sure the following is given: zone number, easting, and northing (Z,E,N).

One UTM reference is required for properties less than ten acres; three or more references for larger properties.

SITE PLAN

Site Plan Graphic (R)

Provide one or more site plan(s) that graphically illustrate the landscape feature or component landscape feature being inventoried. The site plan should clearly illustrate the feature in its context (landscape or component landscape). At a minimum, a site plan should be at an approximate scale (scale should be noted on the plan), delineate boundaries, and illustrate the existing conditions, primary resources, and relationships between resources. At least one site plan of the inventory unit is required. The degree of detail and accuracy of the site plan will vary depending on the level of inventory being conducted, the type of feature being inventoried, and available information. For each site plan, provide the following information:

Graphic Path (R)

This unique descriptor provides the hard disk path for each graphic in CLAIMS and is automatically assigned when the site plan is imported into the CLAIMS' graphics subdirectory.

Graphic Caption (R)

Provide a title and/or brief description of the site plan.

Note: *The site plan graphic prints at a size of 6.5" wide x 6.7" high.*

SIGNIFICANCE AND HISTORICAL INFORMATION

Statement of Significance (R)

Provide a narrative stating the inventory unit's historic significance and integrity based on National Register criteria, drawing on facts about the history of the inventory unit and the historic trends (local, State, or national) that the inventory unit reflects. The statement should explain the following information

Writing a Statement of Significance

Summary Paragraph

Identify the following items:

- specific associations or characteristics through which the feature has acquired significance, including historic events, activities, persons, physical features, artistic qualities, landscape/garden styles, and archeological evidence that represent the historic contexts within which the feature is important to the history of the local community, the State, or the nation.
- specific ways the feature meets the qualifying criterion and has contributed to each area of significance.
- role of any important persons or cultural affiliations.

Supporting Paragraphs - History of Feature

Supporting paragraphs should discuss the chronology and historic development of the feature. The paragraphs should:

- include historic contexts, themes, trends, and patterns of development relating to the feature.
- highlight and focus on the events, activities, associations, characteristics, and other facts that relate the feature to its historic contexts and are the basis for its meeting the National Register criteria.

entered on the form: National Register criteria, criteria considerations, significant persons, period of significance, significant dates, and cultural affiliation. Supporting paragraphs that are explained below should follow a summary paragraph. The statement should be concise, factual, well organized, and in paragraph form. Include only information pertinent to the property and its eligibility.

(See Writing a Statement of Significance and Guidelines for Evaluating and Stating Significance and Guidelines for Integrity Evaluations)

Current and Historic Use/Function (R)

Provide the following information for each use/function(s) associated with the inventory unit:

Guidelines for Evaluating and Stating Significance

The following questions should be considered when evaluating the significance of a feature and developing the statement of significance. Incorporate in the narrative the answers to the questions directly pertaining to the feature's historic significance and integrity.

- What events took place on the significant dates indicated, and in what ways are they important to the feature?
- In what ways does the feature physically reflect its period of significance, and in what ways does it reflect changes after the period of significance?
- What is the period of significance based on? Be specific and refer to important events in the feature's history.
- How does the feature relate to the significant event, occupation, or activity that took place there?
- How have alterations such as the destruction of original buildings, changes in land use, and changes in foliage or topography affected the integrity of the site and its ability to convey its significant associations? For example, if the forested site of a treaty signing is now a park in a suburban development, the site may have lost much of its historic integrity and may not be eligible for the National Register.
- What are the origins and key events in the historical development of the feature?
- Are any landscape architects, designers, builders or planners important to the feature's development?
- How have significant individuals or events contributed to the development of the feature?
- Does the feature convey a sense of cohesiveness through its design, setting, materials, workmanship, or association?
- How do the elements within the feature contribute to the feeling of time and place?

Use/Function Category (R)

Indicate a primary category of use/function associated with the inventory unit. Select one or more categories from Appendix J: Use/Function List.

Use/Function (R)

Indicate a use/function(s) associated with the inventory unit for each use/function category selected. Select one or more use/functions from Appendix J: Use/Function List.

Detailed Use/Function

Indicate a detailed use/function(s) associated with the inventory unit for each use/function selected. Select one or more detailed use/functions from Appendix J: Use/Function List.

Type of Use/Function (R)

Indicate whether the use/function (as specified in the three data elements above) is current or historic. Select one of the following:

- Current
- Historic
- Both Current and Historic

(See *Guidelines for Entering Functions and Appendix J: Use/Function List*)

CHRONOLOGY AND PHYSICAL HISTORY

Chronology (R)

Provide the following information for each major event that is integral to the history and development of the inventory unit:

Start Year (R)

Indicate the beginning year (yyyy, BC or AD) of the span of time for the major event.

End Year (R)

Indicate the end year (yyyy, BC or AD) of the span of time for the major event.

Note: The chronology dates are ordered first by the start year, then by how the individual orders them.

(See Guidelines for Identifying ‘Major Events’ Date)

Major Event (R)

Indicate the key events that were integral to the physical development of the inventory unit historically. Select one of the following events:

Abandoned	Land Transfer
Altered	Maintained
Built	Memorialized
Colonized	Military Operation
Conserved	Mined
Cultivated	Moved
Damaged	Naturalized
Demolished	Neglected
Designed	Paved
Destroyed	Planned
Developed	Planted
Domesticated	Platted
Engineered	Preserved
Eroded	Purchased/Sold
Established	Ranched/Grazed
Excavated	Reconstructed
Expanded	Rehabilitated
Exploited	Removed
Explored	Restored
Farmed/Harvested	Retained
Graded	Settled
Homesteaded	Stabilized
Inhabited	Urbanized

Note: For the purpose of the CLI, major events are directly tied to physical development of the land, hence, it is crucial to not record every event, but instead to emphasize the key physical events that affected the developmental history of the land parcel. For example, if the history of the inventory unit is discussed in detail in a published document, summarize the physical development information by era in the Chronolgy, then in the Physical History section, note the reference and add a statement that the reader should consult the original document.

(See Appendix K: Major Events for synonyms)

Guidelines for Entering Functions

General

Enter the most specific category and subcategory. For example, “EDUCATION/education-related housing” rather than “DOMESTIC /institutional housing” for a college dormitory.

If no subcategory applies, enter the general category by itself. If, in addition, none of the general categories relates to the property’s function, enter “OTHER:”

For features with many functions list only the principal or predominant ones, placing the most important first.

Historic Functions

Enter functions for contributing resources only.

Select functions that relate directly to the feature’s significance and occurred during the period of significance.

Enter functions for extant resources only.

Enter only functions that can be verified by research, testing, or examination of physical evidence.

Enter functions related to the feature itself, not to the occupation of associated persons or role of associated events.

Current Functions

Enter functions for both contributing and noncontributing resources.

Guidelines for Identifying ‘Major Event’ Dates

The start and end dates of a major event should mark the occurrence of specific events directly related to the significance of the feature. For example, the date of construction that also marked the beginning of an important individual’s residency, or the closing of a mine that ended a community’s growth.

For a feature significant for Criterion C, enter the date of the construction or alterations through which the feature achieved its importance.

Guidelines for Entering Associated Names

Enter the full name of the person(s) responsible for the design or construction of the feature. Enter as complete a name as possible. If a person is listed in the *Dictionary of American Biography*, enter the name as it appears in that source. For more than one landscape architect/designer, place the name of the one most important to the feature first (i.e., Ferrand, Beatrix, Jensen, Jens).

Enter the names of landscape architecture and engineering firms or companies only if the names of the specific persons responsible for the major event associated with the feature is unknown.

If the feature's major event is derived from the stock plans of a company or government agency and is credited to a specific individual, enter the name of the company or agency.

U.S. Treasury

Southern Pacific Railroad

U.S. Army

Enter the name of feature owner(s) or contractor(s) only if they were actually responsible for the major event associated with the feature.

'Associated Names' must be entered in CLAIMS; if the individual's name is not known, enter "unknown".

Description (R)

Provide a brief narrative description of the major event.

Associated Name

Indicate the name(s) of the individual, group, etc. that is associated with the major event, if applicable.

Association

Indicate the type of association that each individual, group, etc., entered had to the major event. Select one of the following associations:

Architect	Landscape Architect
Engineer	Owner
Gardener	Sculptor
Horticulturist	Other

Other Association

Specify the type of association when "Other" is selected for association.

(See *Guidelines for Entering Associated Names*)

Physical History (R)

Provide a concise narrative description of the physical history of the inventory unit. The narrative should be organized according to one or more time periods associated with the historical development of the inventory unit. The time period may reflect the period of significance, the chronology of physical development or evolutionary change to the landscape, or other dates, as determined to be appropriate by the CLI recorder. By organizing the history, the narrative will be presented in a consistent manner based on the chronological development of the site, and can be sorted by periods of time in CLAIMS. If a number of significant events or activities occurred in the same time period, the history narrative may be organized according to those events or activities in addition to the time period (e.g., 1918–Park Roads Constructed; 1918–Park Village Constructed). To assist the recorder in keeping the narrative concise, the history narrative may be written as a series of abstracts by era or span of years.

Provide the following information for each history time period specified:

Time Period (R)

Indicate the date(s) of the time period. This date can be in any format (e.g., mm/dd/yyyy, yyyy, July 1898, July 4, 1776) and may include a narrative description. If the narrative history is organized based on significant events or activities with the same time period, provide a descriptor following the date to uniquely identify each section of the narrative (e.g., 1863 - Orchard Planting, 1863 - Orchard Expansion).

Narrative (R)

Provide a narrative description of the historical events, development, associations, etc., affiliated with the time period.

Graphics

Provide one or more graphics illustrating the history narrative for the time period. For each graphic, provide the following information:

Graphic Path

This unique descriptor provides the hard disk path for each graphic and is automatically assigned by CLAIMS when the graphic is imported into the CLAIMS' graphics subdirectory.

Graphic Caption

Provide a title and/or description for each graphic entered.

Note: *Select one of the history images to appear on the cover of the Park Report for the inventory unit.*

GENERAL MANAGEMENT INFORMATION

Management Category (R)

Indicate the management category for the inventory unit. The management category represents management's evaluation of significance, use, condition, and location of the inventory unit. Each category is representative of a compilation of legislative mandates and policy considerations. A management category may already have been identified in a management document. However if that management category did not directly address the landscape feature, the CLI findings should be used to reassess the chosen category. If no category has been previously documented, it should be determined based on the findings of the CLI. Select one of the following categories:

Must Be Preserved and Maintained (Category A): an inventory unit meeting any one of the following criteria: the preservation of the inventory unit is specifically legislated; the inventory unit is related to the park's legislated significance; the inventory unit is nationally significant as defined by National Historic Landmark criteria or serves as the setting for a nationally significant structure or object; the inventory unit is less than nationally significant, but contributes to the park's national significance; the inventory unit is prehistoric.

Should Be Preserved and Maintained (Category B): an inventory unit must meet all of the following criteria (failure to meet any of the conditions moves it to Category C): the inventory unit meets National Register criteria; the inventory unit is compatible with the park's legislated significance; the inventory unit has a continuing or potential purpose that is appropriate to its traditional use or function.

May Be Preserved or Maintained (Category C): an inventory unit meeting either of the following conditions: the inventory unit meets the National Register criteria but because of condition or other factors does not qualify for Category B classification; there is currently insufficient information available to determine eligibility for the National Register but preliminary study indicates potential eligibility.

May Be Released, Altered, or Destroyed (Category D): an inventory unit meeting any one of the following criteria: the inventory unit is an irreparable hazard to public health and safety or has lost its historical integrity; the inventory unit is a physical or visual intrusion on the park's legislated significance, as defined through the planning process; the inventory unit has been disposed of by planned action or destroyed by natural forces or accident.

Not Specified: a management category has not been determined for the inventory unit.

Note: *A management category for the inventory unit must be determined at the completion of Level III. The management category should be based on consultation and concurrence with park management.*

Management Category Date (R)

Indicate the date (mm/dd/yyyy) the management category was determined.

Explanatory Narrative

Provide a narrative text of the relationship of the management category to the inventory unit.

CONDITION ASSESSMENTS AND IMPACTS

Condition Assessment (R)

Indicate the current condition of the inventory unit based on criteria listed in the *Resource Management Plan Guideline and Software Manual* (1994). Select one of the following categories:

Good: indicates the inventory unit shows no clear evidence of major negative disturbance and deterioration by natural and/or human forces. The inventory unit's cultural and natural values are as well preserved as can be expected under the given environmental conditions. No immediate corrective action is required to maintain its current condition.

Fair: indicates the inventory unit shows clear evidence of minor disturbances and deterioration by natural and/or human forces, and some degree of corrective action is needed within 3-5 years to prevent further harm to its cultural and/or natural values. If left to continue without the appropriate corrective action, the cumulative effect of the deterioration of many of the character defining elements, will cause the inventory unit to degrade to a poor condition.

Poor: indicates the inventory unit shows clear evidence of major disturbance and rapid deterioration by natural and/or human forces. Immediate corrective action is required to protect and preserve the remaining historical and natural values.

Unknown: Not enough information is available to make an evaluation.

Assessment Date (R)

Indicate the date the condition was assessed for the inventory unit.

Date Recorded (R)

Indicate the date the condition assessment was entered in CLAIMS

Park Superintendent Concurrence (R)

Indicate whether or not the Park Superintendent concurs with the condition of the inventory unit. In CLAIMS, checking the box indicates that the Park Superintendent does concur with the assessed condition; leaving the box blank indicates that the Park Superintendent does not concur.

Date of Concurrence (R)

Indicate the date (mm/dd/yyyy) the Park Superintendent concurred, based on the official letter or memorandum from the park. If the Park Superintendent Concurrence box is checked, the Date of Concurrence box can be seen and must be completed.

Explanatory Narrative

Describe any changes in condition from the previous condition.

Note: Undetermined is the default if a condition category is not chosen. The condition of the inventory unit must be determined at the completion of Level III. Condition should be based on consultation and concurrence with park management.

Note: The condition documentation picklist provides the user with the opportunity to adjust the condition category at a later date in the inventory process. For example, at the beginning of a Level 0 inventory, it is appropriate to mark the condition as "Undetermined." Later, after working with the park and condition is defined, it is appropriate to return to this section at the end of Level II and mark "Good, Fair or Poor" as the condition.

(See *Relationship of the CLI to NPS Strategic Planning and GPRA*)

(See *Park Superintendent Concurrence Process*)

Level of Impact Severity (R)

Provide an assessment of the impact of a deleterious agent(s) to the inventory unit within 5 years, based on criteria listed in the Resource Management Plan Guideline and Software Manual (1994). Select one of the following levels:

Low: the continuing effect of the impact is known, and will not result in significant damage to the resource(s) or the impact and its effects are not a direct threat to visitor or staff safety.

Moderate: the resource(s) will be significantly damaged or irretrievably lost if action is not taken within 5 years or, the situation caused by the impact is potentially threatening to visitor or staff safety.

Severe: the resource(s) will be significantly damaged or irretrievably lost if action is not taken within 2 years or, there is an immediate and severe threat to visitor or staff safety.

Unknown: Not enough information is available to make an evaluation.

Note: The level of impact severity for the inventory unit must be determined for the inventory unit at the completion of Level III.

Stabilization Measures (R)

Provide a concise list of immediate stabilization actions to be taken to address broad stabilization concerns, as well as the identified impacts noted below.

Note: The stabilization measures should tie into the Landscape Stabilization Cost data.

Impact (R)

Indicate all impact(s) associated with the inventory unit. Impact is defined as a detectable result of an agent or series of agents having a negative effect on the significance, characteristics or integrity of a resource, and for which some form of mitigation or preventative action is

possible. Provide the following information for each impact identified:

Type of Impact: (R)

Indicate the type of impact. Select one or more of the following impacts:

- Adjacent Lands
- Agriculture
- Consumptive Use
- Deferred Maintenance
- Earthquakes
- Erosion
- Exposure to Elements
- Fertilization Practices
- Fire
- Flooding
- Impending Development
- Improper Drainage
- Inappropriate Maintenance
- Microclimate
- Neglect
- Operations on site
- Other
- Pests/Diseases
- Planting Practices
- Pollution
- Poor Security/Lighting
- Pruning Practices
- Release to Succession
- Removal/Replacement
- Soil Compaction
- Structural Deterioration
- Unknown
- Vandalism/Theft/Arson
- Vegetation/Invasive Plants
- Visitation

Other Impact

Specify the impact when "Other" is selected.

Internal/External (R)

Indicate whether the impact is from inside or outside of the park's boundaries. Select one of the following:

- Internal
- External
- Both Internal and External

Description (R)

Provide a narrative description of the type of impact including how it is negatively affecting the inventory unit and what form of mitigation or preventative actions are possible.

Relationship of the CLI to NPS Strategic Planning and GPRA

Based on the mandate of the Government Performance and Results Act (GPRA), the National Park Service Strategic Plan, NPS Cultural Resources Strategic Plan, and the NPS Budget Justifications, all define goals and targets directly related to the CLI. In all, the baseline is identified as the number of cultural landscapes listed in the Cultural Landscapes Inventory (CLI) and entered into CLAIMS. The goals are specified based on:

(1) the percentage of increase in the number of landscapes listed in the CLI and

(2) the percentage of landscapes listed in the CLI in "good" condition compared to the total number with condition assessed (as defined by the Resource Management Plan and CLI guidelines).

However, the strategic plans do not distinguish between levels of inventory (0, I, II, III) or categories of inventory units (landscape, component landscapes, features). Therefore, the relationship between the baseline and goals, and the levels of inventory and categories of landscapes has been further defined. Additionally, the information needed for an adequate evaluation of condition has been identified.

In assigning a condition (good, fair, poor) to an inventory unit and reporting on condition in relation to NPS strategic planning, the following should be considered:

- Only "landscapes" and "component landscapes" will be included in the information provided for NPS strategic planning and budget justifications.
- Condition can not be adequately determined until the analysis and evaluation is completed on a landscape.
- Condition of a landscape will be determined with consultation and concurrence of park management.
- The base number provided to the NPS Strategic Planning Office will be only those landscapes and component landscapes in CLAIMS with condition specified.
- The percentage of increase in the number of landscapes listed in the CLI will include only those landscapes and component landscapes in CLAIMS with condition specified.

Two categories of numbers are provided to the NPS Strategic Planning Office related to level:

- Total number of landscapes and component landscapes that meet base National Register eligibility criteria; and
- Total number of landscapes and component landscapes that meet base National Register

eligibility criteria, have been formally and completely inventoried and evaluated at Level II: Landscape Analysis and Evaluation, and entered into CLAIMS.

In assigning a level to an inventory unit and reporting on those levels in relation to NPS strategic planning, the following should be considered:

- Only "landscapes" and "component landscapes" will be included in the information provided for NPS strategic planning and budget justifications.
- An inventory unit must meet base National Register eligibility criteria.
- The base number provided to the NPS Strategic Planning Office will be only those landscapes and component landscapes in CLAIMS with a level specified.
- The percentage of increase in the number of landscapes listed in the CLI will include only those landscapes and component landscapes in CLAIMS with a level specified.

In assigning Level II to an inventory unit and reporting on completed Level IIs in relation to NPS strategic planning, the following should be considered:

- Only "landscapes" and "component landscapes" will be included in the information provided for NPS strategic planning and budget justifications.
- Level II can not be adequately determined until all required fields have been completed in the database. Therefore, the Level II data element in CLAIMS will not be specified until that time.
- Completion of Level II of a landscape will be determined with consultation and concurrence of park management.
- The base number provided to the NPS Strategic Planning Office will be only those landscapes and component landscapes in CLAIMS with Level II specified.
- The percentage of increase in the number of landscapes listed in the CLI will include only those landscapes and component landscapes in CLAIMS with Level II specified.

Based on the long-term goals in both the NPS and Cultural Resources Strategic Plans, emphasis will be placed on data entry into CLAIMS to address the backlog of completed inventory work and a priority will be placed on completing the analysis and evaluation section and assigning condition. In subsequent years, emphasis will be placed on fully completing the inventories associated with the backlog (cost estimates, SHPO concurrence).

AGREEMENTS, LEGAL INTEREST, AND ACCESS

Management Agreements

Provide the following information regarding the management agreements associated with the inventory unit:

Type of Agreement

Indicate the management agreement to which the NPS is a party. Select one or more of the following agreements:

Concession Contract/Permit: a document issued to authorize private persons and corporations to provide accommodations, facilities, and services for public use in the national park system.

Cooperative Agreement: a document describing the relationship between the Federal Government and State, local government, or other entity when the principal purpose is to transfer money, property (real or personal), services, or anything of value to the State or local government or other entity. Purpose is to accomplish a public purpose of support or stimulation authorized by Federal statute in lieu of acquisition of purchase or lease. Substantial involvement of the NPS is anticipated.

Special Use Permit: a document issued by a superintendent to an individual or organization to allow the use of NPS administered resources. It is used for all special park uses that do *not* have an approved permitting instrument. Special Use permits are used for short-term, not to exceed one year, or long-term, not to exceed 5 years. The special use permit is not an authority. When it is issued, that authority for the use must be cited. One of the major uses of this form is to cover commercial agriculture activities including planting, tilling, harvesting, forge cropping, and some grazing.

Lease: a document describing a contractual relationship by which one party (landlord or lessor) provides to another (tenant or lessee) the use and possession of lands, resources, buildings, or property for a specified period of time in return for fixed payments. All conditions for use and possessions are specified within the lease.

Interagency Agreement: a document describing an agreement between the NPS and another Federal Agency or office for supplies or services provided by the other agency. These agreements are also used to establish cooperative or mutual assistance between two Federal parties, and to transfer funds from one agency to another.

Memorandum of Agreement: a document describing a mutual agreement relationship which differs from a Memorandum of Understanding in that it provides a *receipt of funds by the NPS* from a non-federal party.

Memorandum of Understanding: a document describing mutual understanding or agreement between the NPS and a State, local government, or other party that is set forth in a written document in which both are participants. A Memorandum of Understanding does not obligate funds.

Other: a document describing an agreement other than those listed under Management Agreements to which the NPS is a party.

None: No management agreement is entered into by the NPS.

Other Agreement

Indicate the type of agreement when "Other" is selected.

Expiration Date

Provide the date (mm/dd/yyyy) the agreement expires. If the expiration date is unknown enter UK, if not applicable, enter NA.

Explanatory Narrative

Provide any necessary explanation regarding the management agreements associated with the inventory unit.

NPS Legal Interest (R)

Provide the following information regarding the legal interest associated with the inventory unit:

Type of Interest (R)

Indicate the type of legal interest. Select one or more from the following list:

Fee Simple - is all you can get. It is also known as fee title or fee simple absolute without encumbrances.

Less Than Fee Simple - is something less than "all you can get." It includes easements and right-of-way of two general types - positive and negative.

Fee Simple Reservation - is fee simple with encumbrances. If the legal interest is Fee Simple Reservation, provide the following information:

Fee Simple Reservation For Life?

Indicate whether the fee simple reservation is for the life of the tenant (check box).

If No: Indicate the fee simple reservation expiration date under expiration date.

Expiration Date

Indicate the expiration date (mm/dd/yyyy) of the fee simple reservation when the reservation is for a term other than Life.

None - Other Federal Agency Owned

None - State Government Owned

None - Local Government Owned

None - Privately Owned

If the NPS Legal Interest is None, provide the following information:

Other Agency or Organization

Specify the name of the agency, organization, or individual that has legal interest in the inventory unit.

Explanatory Narrative

Provide amplifying details regarding the legal interest in the inventory unit (e.g., scenic easements, conveyance).

Public Access (R if permission/restricted)

Provide the following information regarding the public access associated with the inventory unit:

Type of Access (R)

Indicate the type of access to the inventory unit. Select one or more of the following types:

Unrestricted: no restrictions apply to public access of the property.

With Permission: the public must have permission from the Service, property owner, or tenant in order to access the property.

Other Restrictions: specific restrictions apply for access to the property.

No Access Currently: there is no public access to the property at the present time.

Explanatory Narrative

Provide amplifying details regarding the access to the inventory unit.

APPROVED TREATMENT COSTS

LCS Structure Approved Treatment Cost (R)

Provide the estimated cost of the physical work necessary to perform the approved treatment associated with the historic structures of the feature, excluding the cost of professional services (this information is obtained from the LCS only).

Landscape Approved Treatment Cost (R)

Provide the estimated cost of the physical work necessary to perform the approved treatment associated with the feature, excluding the cost of professional services. If a landscape approved treatment has been established, these costs should be filled in.

Cost Date (R)

Indicate the date (mm/dd/yyyy) that the estimate for landscape feature approved treatment cost *only* was determined.

Level of Estimate (R)

Indicate the accuracy of the estimate for landscape feature approved treatment cost *only* according to class categories. Select one of the following categories:

- A - Working Drawings
- B - Preliminary Plans/HSR-CLR
- C - Similar Facilities

Cost Estimator (R)

Indicate who developed the estimate for landscape feature approved treatment cost *only*. Select one of the following:

- Support Office
- Denver Service Center
- Other Center
- Park
- Contractor

Explanatory Description

Provide cost estimating details for both the LCS structure approved treatment cost and landscape feature approved treatment cost that may clarify estimating approach (e.g., special conditions, limitations, assumptions made).

Note: The same level of estimate should be used for all landscape features in calculating the landscape stabilization cost.

(See Guidelines for Entering Treatment and Stabilization Costs)

STABILIZATION COSTS

LCS Structure Stabilization Cost (R)

Provide the estimated cost of the physical work necessary to perform the stabilization

(periodic interventions that exceed general preservation maintenance) associated with the historic structures of the feature, excluding the cost of professional services (this information is obtained from the LCS only).

Landscape Stabilization Cost (R)

Provide the estimated cost of the physical work necessary to perform stabilization work associated with the feature, excluding the cost of professional services.

Note: The same level of estimate should be used for all landscape features in calculating the Landscape Approved Treatment Cost. There is a direct relationship between stabilization measures identified and landscape stabilization costs.

(See Guidelines for Entering Treatment and Stabilization Costs)

Cost Date (R)

Indicate the date (mm/dd/yyyy) that the estimate for the landscape feature stabilization cost *only* was determined.

Level of Estimate (R)

Indicate the accuracy of the landscape feature stabilization cost *only* according to cost class categories. Select one of the following categories:

- A - Working Drawings
- B - Preliminary Plans/HSR-CLR
- C - Similar Facilities

Cost Estimator (R)

Indicate who developed the landscape feature stabilization cost *only*. Select one of the following:

- Support Office
- Denver Service Center
- Other Center
- Park
- Contractor

Guidelines for Entering Treatment and Stabilization Costs

Treatment and stabilization costs are separated into two items: structure costs (from LCS) and landscape feature costs (from approved treatment documents, RMPs, etc., or the CLI). Ideally, reporting on cost should provide the aggregate cost of each and the combined total. If the LCS cost information is not available, leave blank.

Cost Date, Level of Estimate, and Cost Estimator refer only to landscape feature costs. The *Explanatory Description* is provided to describe details associated with both the *LCS Structure Approved Treatment Cost* and *Landscape Approved Treatment Cost*.

The cost in the CLI should be the best estimate possible at the time the inventory is conducted. The cost is either recorded from another source (e.g., GMP, DCP) or provided based on the professional judgement of the CLI recorder. If cost information exists in a planning or approved treatment document, and it is determined by the CLI recorder to be inadequate, a new cost should be assigned.

Cost Estimating

Cost estimating for the CLI should not include professional services or technical reports/surveys; hazardous materials reports and surveys.

Class "C" level estimates are based on "similar facilities", or: anticipated square footage and landscape type; anticipated site development, including existing and proposed utilities; anticipated structural systems; known or anticipated unusual site conditions.

Class "B" level estimates are based on "preliminary plans", or: site design, including existing and proposed utilities, grading, plantings, etc.; site design, including plans, elevations, and typical details; outline specifications, including cut sheets of proposed equipment, fixtures or specialty items which might significantly influence the estimate; initial quantity take-offs for utilities, site work, and systems (civil, landscape architectural and architectural).

Class "A" level estimates are based on "working drawings" or final construction drawings and specifications and include contractor costs for overhead, profit, and general conditions.

Cost estimating for stabilization is done in a similar manner.

[See *R.S. Means Building Construction Cost Data* (other specific cost references are available through R.S. Means) and the Denver Service Center's *Class C Estimating Guide, New Construction*]

Explanatory Description

Provide cost estimating details both the LCS structure stabilization cost and landscape feature stabilization cost that may clarify estimating approach (e.g., special conditions, limitations, assumptions made).

Note: *The same level of estimate should be used for all landscape features in calculating the landscape stabilization cost.*

(See *Guidelines for Entering Treatment and Stabilization Costs*)

DOCUMENTATION ASSESSMENT

Documentation Assessment

Indicate the adequacy of available documentation based on the *Resource Management Plan Guideline and Software*

Manual (1994). Select one of the following categories:

Good: Documentation on the inventory unit meets *all three* of the following conditions:

- *Identification* - information is sufficient to associate the inventory unit with a prehistoric or historic context and to give a general description of its current condition.
- *Evaluation* - information exists which clearly documents that the inventory unit possesses prehistoric or historic significance in accordance with the National Register criteria for evaluation.
- *Treatment* - detailed information exists which analyzes the possible strategies for the proper treatment of the inventory unit, and identifies the preferred method.

Fair: Documentation on the inventory unit must meet the above standards for

Identification and *Evaluation*, but documentation on *Treatment* may be lacking. In other words, the general significance of the inventory unit is known, but detailed information on its condition or information potential is lacking.

Poor: Documentation of the inventory unit does not meet the above standards for *Identification* and *Evaluation*. This category primarily describes those resources which are known to exist, but which have never been properly surveyed or researched.

DOCUMENTATION CHECKLIST

Documentation

Provide the following information regarding the documentation associated with the inventory unit.

Document

Indicate the document(s) which provides information on the inventory. Select one or more of the following documents:

- Administrative History
- Cultural Landscape Report
- Development Concept Plan
- Fire Management Plan
- General Management Plan
- Historic Grounds Report
- Historic Resource Study
- Historical Base Map
- Land Protection Plan
- Other
- Resource Management Plan
- Special Resources Study
- Statement for Management
- Vegetation Management Plan

Year of Document

Indicate the year the document was approved.

Amplifying Details

Provide amplifying details for duplicate titles (e.g., an inventory unit with two Development Concept Plans) and “Other” documentation entered.

Adequate Documentation

Indicate whether or not the document is adequate with regard to the information provided on the inventory unit. Select one of the following:

Yes

No

Explanatory Narrative

Provide a brief commentary on each document, if necessary (e.g., inadequacies in the document, level of detail).

ANALYSIS AND EVALUATION SUMMARY

Analysis and Evaluation Narrative (R)

Provide a narrative description of the feature. The narrative should draw upon both documentary evidence and field observations. It should document the evolution of the feature to the present. Describe the major changes between the period of significance and the current condition. Indicate whether the feature has historic integrity in terms of location, design, setting, materials, workmanship, feeling, and association.

Include specific facts and, wherever possible, dates. Organize the information in a logical manner. The amount of detail needed in the description depends on the size and complexity of the feature and the extent to which alterations, additions, and deterioration have affected integrity; the greater the change, the more thorough the description of additions, replacement materials, and other alterations should be.

Analysis and Evaluation Graphic

Provide one or more graphics associated with the feature. For each graphic, provide the following information:

Graphic Path

This unique descriptor provides the hard disk path for each graphic and is

Guidelines for Integrity Evaluations

Integrity is the ability of a property to convey its significance. The National Register recognizes seven aspects or qualities that, in various combinations, define integrity. The seven aspects of integrity are location, design, setting, materials, workmanship, feeling, and association. To retain historic integrity, a property will always possess several, and usually most, of the aspects of integrity.

Decisions about historic integrity require professional judgements about whether a property today reflects the spatial organization, physical components, and historic associations that it attained during the period(s) of significance. A property's period(s) of significance becomes the benchmark for measuring whether changes outside the period of significance contribute to or alter its integrity.

Landscapes have unique attributes that often complicate the evaluation of integrity, but the degree to which the overall landscape and its significant features are present today must be evaluated. In general, the researcher should ask the following questions when evaluating integrity: 1) To what degree does the landscape convey its historic character? 2) To what degree has the original fabric been retained? 3) Are changes to the landscape irrevocable or can they be corrected so that the property retains integrity?

The relationship of landscape characteristics and the seven aspects of integrity is complex. Patterns of spatial organization, circulation networks, and clusters directly relate to integrity of design and strongly influence the cohesiveness of a landscape. Boundary demarcations, small-scale elements, vegetation, and the evidence of responses to natural systems and features all add to location and setting. Continuing or compatible land uses and activities enhance integrity of feeling and association. Buildings and structures, vegetation, small-scale features, and land uses all reflect materials, workmanship, and design. Archeological sites may strengthen integrity by providing physical evidence of activities no longer practiced.

Single major changes as well as cumulative effects threaten historic integrity. Loss or relocation of a few features usually does not affect a property's overall historic integrity. But the repeated loss of buildings, structures, roadways, and small-scale features, as well as gradual changes to boundaries and land uses, may cumulatively destroy integrity. However, it is important to remember that the National Register will accept significant and distinguishable entities whose components may

lack individual distinction. For example, for industrial sites, the passage of time, exposure to a harsh environment, abandonment, vandalism, and neglect often combine to cause the deterioration of individual property components. Although these individual components may appear to lack distinction, the combined impact of these separate components may enable the property to convey the collective image of a historically significant industrial operation.

The clearest evaluation of integrity is based on the presence of identifiable landscape characteristics and features of the original site. To evaluate the historic integrity of a landscape, it is useful to compare the present appearance and function of the landscape to its historical appearance and function. The relationship between present function and that intended or actually in use during the period of significance may also affect the integrity of a historic landscape. The features to be evaluated should also be considered in terms of survival, condition, and appropriateness to the original design intent and period of significance.

Vegetation, an important feature of most landscapes, is not stable; it is always changing—by seasonal cycles, maturation, pruning, removal, neglect, and other forces. If one first determines that the more stable elements of the landscape are sufficiently intact to represent the original vegetation, then it can be determined whether the existing vegetation taken as a whole reinforces or supports the original appearance of the landscape.

Adjacent offsite conditions will not be considered in the evaluation of integrity, unless they were included as part of the landscape in a period of significance. In such cases, a landscape's immediate surroundings may have an impact on an evaluation of integrity. Major adjacent encroachment, such as highways, parking lots, and new buildings, may violate the original intent and intrude upon the property. Views from the property, for example, that were intended to be pastoral but that are now industrial, or views that were established along sight lines to buildings, monuments, or other features that have been destroyed, may be a serious detriment to the integrity of a historic landscape.

(For a complete discussion of integrity evaluation, see *National Register Bulletin 15: How to Apply the National Register Criteria for Evaluation*. Also refer to *Bulletins 18, 22, 30, 38, 40, 41, and 42* for specific guidelines in developing and/or defining integrity evaluation.)

automatically assigned by CLAIMS when the graphic is imported into the CLAIMS' graphics subdirectory.

Graphic Caption

Provide a title and/or brief description of each analysis and evaluation graphic.

BIBLIOGRAPHY

Bibliography (R)

Indicate the primary and published secondary sources used in documenting and evaluating the inventory unit. These include books, journal or magazine articles, planning documents, historic resource studies or survey reports, census data, newspaper articles, deeds, wills, correspondence, business records, diaries, and other sources. Do not include general reference works unless they provide specific information about the inventory unit or have assisted in evaluating the property's significance. For each source, provide the following information:

Citation Title (R)

Provide the title of the citation.

Citation Author (R)

Provide the author of the citation.

Year of Publication (R)

Provide the year (yyyy) that the citation was published or prepared.

Citation Publisher (R)

Provide the name of the publisher of the resource.

Source Name (R)

Indicate the name for the primary or secondary source. Select one of the following sources:

CRBIB: the Cultural Resources Management Bibliography

DSC/TIC: the Denver Service Center/ Technical Information Center

HABS: the Historic American Buildings Survey

HAER: the Historic American Engineering Records.

Library of Congress/Dewey Decimal: the Library of Congress/Dewey Decimal

Other

Citation Number (R)

Provide the identification number for the citation, if appropriate.

Citation Type (R)

Indicate the type of citation. Select one of the following types:

Graphic

Narrative

Both Graphic and Narrative

Citation Location (R)

Indicate the location of the citation.

Note: For CRBIB entries, CLAIMS automatically enters the Citation Title, Citation Author, Citation Year, and Citation Number into the database when the citation is selected from the CRBIB interface.

Note: Due to the nature of the database, the bibliography will not print in a traditional bibliographic format.

SUPPLEMENTAL INFORMATION

Supplemental Information

Supplemental information includes sources that may not be included in the bibliography, such as unpublished references, maps, plant lists, unidentified photographs, oral interviews, oral history tapes and correspondence. For each piece of supplemental information, provide the following information:

Title

Provide the title of the information.

Description

Provide a description of the supplemental information.

Graphic Path

This unique descriptor provides the hard disk path for each graphic and is automatically assigned by the CLAIMS when the graphic is imported into the CLAIMS' graphics subdirectory.

Graphic Caption

Provide a title and/or brief description of supplemental graphic.

APPENDIX A

CLI Form Outline for Landscapes and Component Landscapes

Property Level and CLI Numbers

Inventory Unit Name: (R)

Property Level: (R)

Pick List: (select one)

Landscape

Component Landscape

CLI Identification Number: (R)

Parent Landscape: (R)

(entered for all property levels)

Park Information

Park Name and Alpha Code: (R)

Pick List: (select one)

(see Appendix G: Park Organization, Alpha Codes, and Org Codes)

Park Organization Code: (R)

Pick List: (select one)

(see Appendix G: Park Organization, Alpha Codes, and Org Codes)

Subunit/District Name and Alpha Code: (R)

Pick List: (select one)

(see Appendix G: Park Organization, Alpha Codes, and Org Codes)

Subunit/District Organization Code: (R)

Pick List: (select one)

(see Appendix G: Park Organization, Alpha Codes, and Org Codes)

Park Administrative Unit: (R)

Pick List: (select one)

(see Appendix G: Park Organization, Alpha Codes, and Org Codes)

Inventory Summary

General Information:

CLI General Information

Park and the CLI

Inventory Level: (R)

Pick List: (select one)

- Level 0 - Park Reconnaissance Survey
- Level I - Inventory Unit Reconnaissance Survey
- Level II - Inventory Unit Analysis & Evaluation

Completion Status:**Inventory (R) Data Collection Date (R) Recorder (R)**

Level 0: mm/dd/yyyy
 Level I:
 Level II:

Inventory (R) Data Entry Date (R) Recorder (R)

Level 0: mm/dd/yyyy
 Level I:
 Level II:

Site Visit Conducted (R) Park Superintendent Concurrence (R if Level II)

Level 0: mm/dd/yyyy
 Level I:
 Level II:

Date of Concurrence: (R if Level II)**Explanatory Narrative: (R)****Inventory Revisions****Revisions: (R)**

- Revision Date: (R)** (mm/dd/yyyy)
- Recorder: (R)**
- Explanatory Narrative: (R)**
- Park Superintendent Concurrence: (R)**
- Date of Concurrence: (R)**

CLI Hierarchy Description**CLI Hierarchy Description: (R if hierarchy exists)****CLI Hierarchy Description Graphic:****Graphic Path:**

(automatically assigned by CLAIMS when graphic is imported into the CLAIMS graphics subdirectory)

Graphic Caption:

(enter caption for each graphic entered for CLI hierarchy)

Descriptive and Geographic Information

Current and Historic Names: (R)

Name: (R)*(enter one to many)*

Type of Name: (R)

Pick List: (select one for each name entered)

Current

Historic

Both Current and Historic

Inventory Unit Description: (R)

Location Map: (R)

Graphic Path: (R)

(automatically assigned by CLAIMS when graphic is imported into the CLAIMS graphics subdirectory)

Graphic Caption: (R)

(for purposes of CLI, a location map is required for all inventory units)

Regional Context: (R)

Type of Context: (R)

Pick List: (select one to many)

Physiographic

Political

Cultural

Description: (R)

(enter narrative for each context type selected)

Graphic Path:

(automatically assigned by CLAIMS when graphic is imported into the CLAIMS graphics subdirectory)

Graphic Caption:

(enter caption for each graphic entered for a regional context type)

Management Unit:

Tract Numbers:

State and County: (R) *(enter one to many)*

State: (R)

County: (R)

Size (Acres): (R)

Boundary Description: (R)

GIS File Name:

(enter GIS File name if one exists)

GIS File Description:

(enter GIS File description if one exists)

Boundary UTMS: (R)

Source: (R)

Pick List: (select one)

- USGS Map 1:24,000
- USGS Map 1:62,500
- USGS Map 1:100,000
- GPS-Differentially Corrected
- GPS-Uncorrected

Type of Point: (R)

Pick List: (select one)

- Point
- Area
- Line

Datum: (R)

Pick List: (select one)

- NAD 27
- NAD 83
- Other

UTM Zone: (R)

UTM Easting: (R)

UTM Northing: (R)

Site Plan

Site Plan Graphic: (R)

Graphic Path: (R)

(automatically assigned by CLAIMS when graphic is imported into the CLAIMS graphics subdirectory)

Graphic Caption: (R)

(enter caption for each site plan graphic entered)

National Register Information

National Register Documentation: (R)

Pick List: (select one)

- Entered - Documented
- Entered - Inadequately Documented
- Entered - Undocumented
- Undocumented - National Register
- Undocumented - SHPO
- Undocumented - Keeper
- No Documentation

Explanatory Narrative:

NRIS Information: (R if applicable)

(the following data elements are completed when the inventory unit is located within the boundaries of a National Register property)

NRIS Number: (R)

Primary Certification: (R)

Primary Certification Date: (R) (mm-dd-yyyy)

Other Certifications and Date: (R)

Name in National Register: (R)

Other Names: (R)

National Register Eligibility: (R)

Pick List: (select one)

- Eligible - SHPO Consensus Determination
- Eligible - Keeper
- Ineligible - SHPO Consensus Determination
- Ineligible - Keeper
- Ineligible - Managed As Cultural Resource
- Not Managed As Cultural Resource
- Undetermined

Explanatory Narrative:

Date of Eligibility Determination: (R) (mm-dd-yyyy)

(a determination that the inventory unit is eligible for the National Register must be made when inadequate or no documentation exists at the time the CLI is initially conducted, based on concurrence with the SHPO)

National Register Classification: (R)

Pick List: (select one)

- Site
- District
- Multiple Property

Significance Level: (R)

Pick List: (select one)

- International
- National
- State
- Local
- Not Significant

Contributing/Individual: (R)

Pick List: (select one)

- Contributing
- Individual

Significance Criteria: (R)

Pick List: (select one to many)

- A -Associated with events significant to broad patterns of our history
- B -Associated with lives of persons significant in our past
- C -Embodies distinctive construction, work of a master, or high artistic values

D -Has yielded, or is likely to yield, information important in prehistory or history

Criteria Considerations: (R if applicable)

Pick List: (select one to many)

- A - A property owned by a religious institution or used for religious purposes
- B - A building or structure removed from its original location
- C - A birthplace or
- D - A cemetery
- E - A reconstructed building, object or structure
- F - A commemorative property
- G - A property less than 50 years of age

Statement of Significance: (R)

Period of Significance: (R)

Start Year: (R) (yyyy, AD/BC) (enter one to many)

End Year: (R) (yyyy, AD/BC) (enter one end year for each start year entered)

Historic Context Theme: (R)

Pick List: (select one to many)

(see Appendix H: Historic Context Thematic Outline)

Subtheme: (R)

Pick List: (select one to many)

(see Appendix H: Historic Context Thematic Outline)

Facet:

Pick List: (select one to many)

(see Appendix H: Historic Context Thematic Outline)

Other Facet:

Pick List: (select one to many)

(see Appendix H: Historic Context Thematic Outline)

Area of Significance: (R)

Area of Significance Category: (R)

Pick List: (select one to many)

- | | |
|------------------------------------|------------------------|
| Agriculture | Industry |
| Architecture | Invention |
| Archeology | Landscape Architecture |
| Art | Law |
| Commerce | Literature |
| Communications | Maritime History |
| Community Planning and Development | Military |
| Conservation | Other |
| Economics | Performing Arts |
| Education | Philosophy |
| Engineering | Politics/Government |
| Entertainment/Recreation | Religion |
| Ethnic Heritage | Science |
| Exploration/Settlement | Social History |
| Health/Medicine | Transportation |

Subcategory: (R if applicable)

Pick List: (Select One to Many)

- | | |
|-------------------------|------------------|
| Archeology | Black |
| Historic-Aboriginal | European |
| Historic-Non-Aboriginal | Hispanic |
| Prehistoric | Native American |
| Ethnic Heritage | Other |
| Asian | Pacific Islander |

Priority: (R)

State Register Information

Identification Number:

Date Listed:

Name:

Explanatory Narrative:

National Historic Landmark Information

National Historic Landmark Status: (R)

Pick List: (select one)

- Yes
- No

Date Determined Landmark: (R) (mm-dd-yyyy)

Landmark Theme: (R)

World Heritage Site Information

World Heritage Site Status: (R)

Pick List: (select one)

- Yes
- No

Date Determined Site: (R) (mm-dd-yyyy)

World Heritage Category: (R)

Pick List: (select one)

- Natural
- Cultural
- Both Cultural and Natural

Cultural Landscape Type and Use

Cultural Landscape Type: (R)

Pick List: (select one to many)

Historic Designed Landscape
Historic Vernacular Landscape
Historic Site
Ethnographic Landscape

Current and Historic Use/Function: (R)

Use/Function Category: (R)

Pick List: (select one to many)

(See Appendix J: Use/Function List)

Use/Function: (R)

Pick List: (select one to many)

(see Appendix J: Use/Function List)

Detailed Use/Function:

Pick List: (select one to many)

(see Appendix J: Use/Function List)

Type of Use/Function:

Pick List: (select one for each use/function entered)

Current
Historic
Both Current and Historic

Chronology and Physical History

Chronology (R)

Start Year: (R) (yyyy, AD/BC) (enter one to many)

End Year: (R) (yyyy, AD/BC) (enter one end year for each start year entered)

Major Event: (R)

Pick List: (select one to many)

Abandoned		
Altered		
Built	Expanded	Planned
Colonized	Exploited	Planted
Conserved	Explored	Platted
Cultivated	Farmed/Harvested	Preserved
Damaged	Graded	Purchased/Sold
Demolished	Homesteaded	Ranched/Grazed
Designed	Inhabited	Reconstructed
Destroyed	Land Transfer	Rehabilitated
Developed	Maintained	Removed
Domesticated	Memorialized	Restored
Engineered	Military Operation	Retained
Eroded	Mined	Settled
Established	Moved	Stabilized
Excavated	Naturalized	Urbanized
	Neglected	
	Paved	

Description: (R)

(enter description for each major event selected)

Associated Name:

Association:

Pick List: (select one for each name entered)

- Owner
- Landscape Architect
- Horticulturist
- Gardener
- Architect
- Engineer
- Sculptor
- Other

Other Association:

(entered when "other" is selected for association)

Physical History: (R)

Time Period: (R) *(enter one to many)*

(enter dates for time period)

Narrative: (R)

(enter narrative for each time period)

Graphic Path:

(automatically assigned by the CLAIMS when graphic is imported into the CLAIMS graphics subdirectory)

Graphic Caption:

(enter caption for each graphic entered for a time period)

Ethnographic Information

Ethnographic Study Conducted: (R)

Pick List: (select one)

- Yes-Restricted Information
- Yes-Unrestricted Information
- No Survey Conducted

Associated Group: (R if applicable)

Name of Group: (R)

Type of Association: (R)

Pick List: (select one)

- Current
- Historic
- Both Current and Historic

Significance Description: (R)

ERI Database: (R if available)

ERI Identification Number:

ERI Name:

Explanatory Narrative:

Adjacent Lands Information

Do Adjacent Lands Contribute? (R)

Pick List: (select one)

Yes

No

Undetermined

Adjacent Lands Description: (R if applicable)

Graphic:

Graphic Path:

(automatically assigned by CLAIMS when graphic is imported into the CLAIMS graphics subdirectory)

Graphic Caption:

(enter caption for each graphic entered for adjacent lands)

General Management Information

Management Category: (R)

Pick List: (select one)

Must Be Preserved and Maintained

Should Be Preserved and Maintained

May Be Preserved or Maintained

May Be Released, Altered, or Destroyed

Not Specified

Management Category Date: (R) (mm/dd/yyyy)

Explanatory Narrative:

Maintenance Location Code:

Condition Assessment and Impacts

Condition Assessment: (R)

Pick List: (select one)

Good

Fair

Poor

Undetermined

Assessment Date: (R)

Date Recorded: (R)

Park Superintendent Concurrence: (R)

Date of Concurrence: (R)

Explanatory Notes:

Stabilization Measures: (R)

Level of Impact Severity: (R)

Pick List: (select one)

- Low
- Moderate
- Severe
- Unknown

Impact: (R)

Type of Impact: (R)

Pick List: (select one to many)

- | | |
|---------------------------|----------------------------|
| Adjacent Lands | Operations on site |
| Agriculture | Other |
| Consumptive Use | Pests/Diseases |
| Deferred Maintenance | Planting Practices |
| Earthquakes | Pollution |
| Erosion | Poor Security/Lighting |
| Exposure to Elements | Pruning Practices |
| Fertilization Practices | Release to Succession |
| Fire | Removal/Replacement |
| Flooding | Soil Compaction |
| Impending Development | Structural Deterioration |
| Improper Drainage | Unknown |
| Inappropriate Maintenance | Vandalism/Theft/Arson |
| Microclimate | Vegetation/Invasive Plants |
| Neglect | Visitation |

Other Impact:

(enter type of impact when "other" is selected from above)

Internal/External: (R)

Pick List (select one)

- Internal
- External
- Both Internal and External

Description: (R)

Agreements, Legal Interest, and Access

Management Agreement:

Type of Agreement:

Pick List: (select one to many)

- | | |
|-----------------------|-----------------------------|
| Cooperative Agreement | Interagency Agreement |
| Concession Contract | Memorandum of Agreement |
| Special Use Permit | Memorandum of Understanding |
| Lease | Other |
| | None |

Other Agreement:

(specify type of agreement when "other" is selected above)

Expiration Date: (mm/dd/yyyy)

Explanatory Narrative:

NPS Legal Interest: (R)

Type of Interest: (R)

Pick List: (select one to many)

Fee Simple

Less Than Fee Simple

Fee Simple Reservation

Fee Simple Reservation for Life:

(check box) if no, indicate expiration date.

Expiration Date: (mm-dd-yyyy)

None-Other Federal Agency Owned

None-State Government Owned

None-Local Government Owned

None-Privately Owned

Other Agency or Organization:

(enter the name of federal agency, the local government agency or the name of the private owner when None- is selected)

Explanatory Narrative:

Public Access: (R if permission/restrictions)

Type of Access:

Pick List: (select one)

Unrestricted

With Permission

Other Restrictions

No Access Currently

Explanatory Narrative:

Treatment

Approved Treatment: (R)

Pick List: (select one)

Preservation

Stabilization

Rehabilitation

Restoration

Reconstruction

Neglect

Undetermined

Approved Treatment Document: (R)

Pick List: (select one)

General Management Plan

Development Concept Plan

Historic Structure Report

Cultural Landscape Report
Vegetation Management Plan
Regional Neglect Removal Memo
Other Document

Document Date: (R) (mm-dd-yyyy)

Explanatory Narrative:

Approved Treatment Completed: (R)

Pick List: (select one)

Yes

No

Approved Treatment Costs

LCS Structure Approved Treatment Cost: (R)

(enter the total treatment cost from LCS for all structures within the boundaries of the inventory unit)

Landscape Approved Treatment Cost: (R)

(enter cost estimator for all landscape features)

Cost Date: (R) (mm-dd-yyyy)

(enter date of estimate for landscape approved treatment costs only.)

Level of Estimate: (R)

(enter level of estimate for landscape approved treatment costs only)

Pick List: (select one)

A - Working Drawings

B - Preliminary Plans/HSR-CLR

C - Similar Facilities

Cost Estimator: (R)

(enter cost estimator for landscape approved treatment costs only)

Pick List: (select one)

Support Office

Denver Service Center

Other Center

Park

Contractor

Explanatory Description:

Stabilization Costs

LCS Structure Stabilization Cost: (R)

(enter the total stabilization cost from the LCS for all structures within the boundaries of the inventory unit)

Landscape Stabilization Cost: (R)

(enter the total stabilization costs for all landscape features)

Cost Date: (R) (mm-dd-yyyy)

(enter date of estimate for landscape stabilization costs only)

Level of Estimate: (R)

(enter level of estimate for landscape stabilization costs only)

Pick List: (select one)

- A - Working Drawings
- B - Preliminary Plans/HSR-CLR
- C - Similar Facilities

Cost Estimator: (R)

(enter cost estimator for landscape stabilization costs only)

Pick List: (select one)

- Support Office
- Denver Service Center
- Other Center
- Park
- Contractor

Explanatory Description:

Documentation Assessment

Documentation Assessment:

Pick List: (select one)

- Good
- Fair
- Poor

Documentation Checklist

Documentation:

Document:

Pick List: (select one to many)

- | | |
|---------------------------|----------------------------|
| Administrative History | Historical Base Map |
| Cultural Landscape Report | Land Protection Plan |
| Development Concept Plan | Other |
| Fire Management Plan | Resource Management Plan |
| General Management Plan | Special Resources Study |
| Historic Grounds Report | Statement for Management |
| Historic Resource Study | Vegetation Management Plan |

Year of Document: (yyyy)

Amplifying Details:

Adequate Documentation:

Pick List: (select one)

- Yes
- No

Explanatory Narrative:

Analysis and Evaluation Summary

Analysis and Evaluation Summary: (R)

Landscape Characteristic: (R)

Pick List: (select one to many)

Natural Systems and Features
Spatial Organization
Land Use
Cultural Traditions
Topography
Vegetation
Circulation

Buildings and Structures
Cluster Arrangement
Views and Vistas
Constructed Water Features
Small-Scale Features
Archeological Sites
Other

Other Landscape Characteristic:

(specify type of landscape characteristic when other is selected above)

Landscape Characteristic Narrative: (R)

(enter a narrative for each characteristic selected)

Landscape Characteristic Features: (R if applicable)

Feature: (R) *(enter one to many)*

(enter features for the following characteristics if selected: archaeological sites, circulation, cluster arrangement, constructed water features, other, small scale features, structures, topography, vegetation and views and vistas)

Type of Contribution: (R)

Pick List: (select one for each feature entered)

Contributing
Noncontributing
Undetermined

IDLCS Number: (R if applicable)

(entered if the feature is listed in the LCS)

LCS Structure Name: (R if applicable)

(entered if the feature is listed in the LCS)

LCS Structure Number: (R if applicable)

(entered if the feature is listed in the LCS)

ASMIS ID Number: (R if applicable)

(entered if the feature is listed in the ASMIS)

ASMIS Name: (R if applicable)

(entered if the feature is listed in the ASMIS)

ANCS + ID Number: (R if applicable)

(entered if the feature is listed in the ANCS)

ANCS + Name: (R if applicable)

(entered if the feature is listed in the ANCS)

Landscape Characteristic Graphic:

Graphic Path:

(automatically assigned by CLAIMS when graphic is imported into the CLAIMS graphics subdirectory)

Graphic Caption:

(enter caption for each graphic associated with a characteristic)

Bibliography

Bibliography (R)

Citation Title: (R)

(enter citation title for each source selected)

Citation Author: (R)

(enter the author(s) for each source selected)

Year of Publication: (R)

(enter year prepared for each source selected)

Citation Publisher: (R)

(enter citation publisher for each source selected)

Source Name: (R)

Pick List: (select one to many)

CRBIB

DSC/TIC

HABS

HAER

Library of Congress/Dewey Decimal

Other

Citation Number: (R)

(enter citation number for each source selected)

Citation Type: (R)

Pick List: (select one type for each source selected)

Graphic

Narrative

Both Graphic and Narrative

Citation Location: (R)

Supplemental Information

Supplemental Information:

Title:

Description:

Graphic Path:

(automatically assigned by CLAIMS when graphic is imported into the CLAIMS graphics subdirectory)

Graphic Caption:

(enter caption for each graphic entered for supplemental information)

APPENDIX B

CLI Form Outline for Landscape Features and Component Landscape Features

Property Level and CLI Numbers

Inventory Unit Name: (R)

Property Level: (R)

Pick List: (select one)

Landscape Feature

Component Landscape Feature

CLI Identification Number: (R)

Parent Landscape: (R)

(entered for all property levels)

Parent Component Landscape: (R)

(entered for component landscape features)

Park Information

Park Name and Alpha Code: (R)

Pick List: (select one)

(see Appendix G: Park Organization, Alpha Codes, and Org Codes)

Park Organization Code: (R)

Pick List: (select one)

(see Appendix G: Park Organization, Alpha Codes, and Org Codes)

Subunit/District Name and Alpha Code: (R)

Pick List: (select one)

(see Appendix G: Park Organization, Alpha Codes, and Org Codes)

Subunit/District Organization Code: (R)

Pick List: (select one)

(see Appendix G: Park Organization, Alpha Codes, and Org Codes)

Park Administrative Unit: (R)

Pick List: (select one)

(see Appendix G: Park Organization, Alpha Codes, and Org Codes)

Inventory Summary

General Information

CLI General Information

Park and the CLI

Inventory Level: (R)

Pick List: (select one)

Level III - Feature Inventory and Assessment

Completion Status

Inventory **Data Collection Date (R)** **Recorder (R)**

Level III: mm/dd/yyyy

Inventory **Data Entry Date (R)** **Recorder (R)**

Level III: mm/dd/yyyy

Site Visit Conducted (R)

Level III: y/n

Explanatory Narrative: (R)

Inventory Revisions

Revisions (R)

Revision Date: (R) (mm/dd/yyyy)

Recorder: (R)

Explanatory Narrative: (R)

Park Superintendent Concurrence: (R)

Date of Concurrence: (R)

CLI Hierarchy Description

CLI Hierarchy Description (R if hierarchy exists)

CLI Hierarchy Description Graphic:

Graphic Path:

(automatically assigned by CLAIMS when graphic is imported into the CLAIMS graphics subdirectory)

Graphic Caption:

(enter caption for each graphic entered for CLI hierarchy)

Descriptive and Geographic Information

Current and Historic Names (R)

Name: (R) *(enter one to many)*

Type of Name: (R)

Pick List: (select one for each name entered)

Current

Historic

Both Current and Historic

Inventory Unit Description: (R)

Management Unit:

Tract Numbers:

State and County: (R) *(enter one to many)*

State: (R)

County: (R)

Size (Acres): (R)

Boundary Description: (R)

GIS File Name:

(enter a GIS File name if one exists)

GIS File Description:

(enter a GIS File description if one exists)

Boundary UTMS: (R)

Source: (R)

Pick List: (select one)

USGS Map 1:24,000

USGS Map 1:62,500

USGS Map 1:100,000

GPS-Differentially Corrected

GPS-Uncorrected

Type of Point: (R)

Pick List: (select one)

Point

Area

Line

Datum: (R)

Pick List: (select one)

NAD 27

NAD 83

Other

UTM Zone: (R)

UTM Easting: (R)

UTM Northing: (R)

Site Plan (R)

Site Plan Graphic: (R)

Graphic Path: (R)

(automatically assigned by CLAIMS when graphic is imported into the CLAIMS graphics subdirectory)

Graphic Caption: (R)

(enter caption for each site plan graphic entered)

Significance and Historical Information

Statement of Significance: (R)

Current and Historic Use/Function: (R)

Use/Function Category: (R)

Pick List: (select one)

(see Appendix J: Use/Function List)

Use/Function: (R)

Pick List: (select one)

(see Appendix J: Use/Function List)

Detailed Use/Function:

Pick List: (select one to many)

(see Appendix J: Use/Function List)

Type of Use/Function: (R)

Pick List: (select one for each use/function entered)

Current

Historic

Both Current and Historic

Chronology and Physical History

Chronology (R)

Start Year: (R) (yyyy, AD/BC) (enter one to many)

End Year: (R) (yyyy, AD/BC) (enter one end year for each start year entered)

Major Event: (R)

Pick List: (select one to many)

Abandoned

Domesticated

Inhabited

Platted

Altered

Engineered

Land Transfer

Preserved

Built

Eroded

Maintained

Purchased/Sold

Colonized

Established

Memorialized

Ranched/Grazed

Conserved

Excavated

Military Operation

Reconstructed

Cultivated

Expanded

Mined

Rehabilitated

Damaged

Exploited

Moved

Removed

Demolished

Explored

Naturalized

Restored

Designed

Farmed/Harvested

Neglected

Retained

Destroyed

Graded

Paved

Settled

Developed

Homesteaded

Planned

Stabilized

Planted

Urbanized

Description: (R)
(enter description for each major event selected)

Associated Name:

Association:

Pick List: (select one for each name entered)

- Owner
- Landscape Architect
- Horticulturist
- Gardener
- Architect
- Engineer
- Sculptor
- Other

Other Association:

(entered when "other" is selected for association)

Physical History (R)

Time Period: (R) *(enter one to many)*
(enter dates for time period)

Narrative: (R)
(enter narrative for each time period)

Graphic Path:
(automatically assigned by the CLAIMS when graphic is imported into the CLAIMS graphics subdirectory)

Graphic Caption:
(enter caption for each graphic entered for a time period)

General Management Information

Management Category: (R)

Pick List: (select one)

- | | |
|------------------------------------|--|
| Must Be Preserved and Maintained | May Be Released, Altered, or Destroyed |
| Should Be Preserved and Maintained | Not Specified |
| May Be Preserved or Maintained | |

Management Category Date: (R) (mm/dd/yyyy)

Explanatory Narrative:

Condition Assessment and Impacts

Condition Assessment (R)

Pick List: (select one)

- | | | | |
|------|------|------|--------------|
| Good | Fair | Poor | Undetermined |
|------|------|------|--------------|

Assessment Date: (R)

Date Recorded: (R)

Park Superintendent Concurrence: (R)

Date of Concurrence: (R)

Explanatory Narrative:

Stabilization Measures: (R)

Level of Impact Severity (R)

Pick List: (select one)

Low

Moderate

Severe

Unknown

Impact (R)

Type of Impact: (R)

Pick List: (select one to many)

Adjacent Lands

Agriculture

Consumptive Use

Deferred Maintenance

Earthquakes

Erosion

Exposure to Elements

Fertilization Practices

Fire

Flooding

Impending Development

Improper Drainage

Inappropriate Maintenance

Microclimate

Neglect

Operations on Site

Other

Pests/Diseases

Planting Practices

Pollution

Poor Security/Lighting

Pruning Practices

Release to Succession

Removal/Replacement

Soil Compaction

Structural Deterioration

Unknown

Vandalism/Theft/Arson

Vegetation/Invasive Plants

Visitation

Other Impact:

(enter type of impact when "other" is selected from above)

Internal/External: (R)

Pick List: (select one)

Internal

External

Both Internal and External

Description: (R)

Agreements, Legal Interest, and Access

Management Agreement

Type of Agreement:

Pick List: (select one to many)

Cooperative Agreement

Concession Contract

Special Use Permit

Other

None

Lease

Interagency Agreement

Memorandum of Agreement

Memorandum of Understanding

Other Agreement:

(specify type of agreement when "other" is selected above)

Expiration Date: (mm/dd/yyyy)

Explanatory Narrative:

NPS Legal Interest: (R)

Type of Interest: (R)

Pick List: (select one to many)

- Fee Simple
- Less Than Fee Simple
- Fee Simple Reservation

Fee Simple Reservation for Life:

(check box) if no, indicate expiration date.

Expiration Date: (mm-dd-yyyy)

- None-Other Federal Agency Owned
- None-Other State Government Owned
- None-Other Local Government Owned
- None-Privately Owned

Other Agency or Organization:

(enter the name of federal agency, the local government agency or the name of the private owner when None- is selected)

Explanatory Narrative:

Public Access (R if permission/restrictions)

Type of Access:

Pick List: (select one)

- Unrestricted
- With Permission
- Other Restrictions
- No Access Currently

Explanatory Narrative:

Treatment

Approved Treatment Cost (R)

LCS Structure Approved Treatment Cost: (R)

(enter the total treatment cost from LCS for all structures within the boundaries of the inventory unit)

Landscape Approved Treatment Cost: (R)

(enter the total treatment costs for all landscape work)

Cost Date: (R) (mm-dd-yyyy)

(enter date of estimate for landscape approved treatment costs only)

Level of Estimate: (R)

(enter level of estimate for landscape approved treatment costs only)

Pick List: (select one)

- A - Working Drawings
- B - Preliminary Plans/HSR-CLR
- C - Similar Facilities

Cost Estimator: (R)

(enter level of estimate for landscape approved treatment costs only)

Pick List: (select one)

- Support Office
- Denver Service Center
- Other Center

Explanatory Description:

Analysis and Evaluation Summary

Analysis and Evaluation Narrative (R)

Analysis and Evaluation Graphic:

Graphic Path:

(automatically assigned by CLAIMS when graphic is imported into the CLAIMS graphics subdirectory)

Graphic Caption:

(enter caption for each graphic associated with a characteristic)

Bibliography

Bibliography (R)

Citation Title: (R)

(enter citation title for each source selected)

Citation Author: (R)

(enter the author(s) for each source selected)

Year of Publication: (R)

(enter year prepared for each source selected)

Citation Publisher: (R)

(enter citation publisher for each source selected)

Source Name: (R)

(enter citation source name for each source selected)

Citation Number: (R)

(enter citation publisher for each source selected)

Citation Type: (R)

Pick List: (select one type for each source selected)

Graphic

Narrative

Both Graphic and Narrative

Citation Location: (R)

Supplemental Information

Supplemental Information

Title:

Description:

Graphic Path:

(automatically assigned by CLAIMS when graphic is imported into the CLAIMS graphics subdirectory)

Graphic Caption:

(enter caption for each graphic entered for supplemental information)

APPENDIX C

General Process for Conducting the CLI

Develop Overview of Cluster Resources

Develop a list of potential resources, including name, acreage, type, and park, in cluster.

Develop Overview of Park Resources

Conduct Level 0 for park identifying all known or potential resources, based on the following process:

1. Conduct a review of park documents, such as:
 - National Register Nomination Forms
 - Historic Resource Study
 - Historic Structure Report
 - Cultural Landscape Report
 - General Management Plan
 - Development Concept Plan
 - Archeological Overview and Assessment
 - Ethnographic Overview and Assessment
 - Archeological Base Maps
 - Building Inventory
 - Park Building files
 - List of Classified Structures (photos, site plans) both eligible and ineligible
 - DSC files (maps and reports)
 - Natural resource reports
 - Natural Resource Inventory and databases
2. Refine list of potential sites based on research conducted.
3. Develop a prioritized list of landscapes to be inventoried based on input from park staff considering (a) potential eligibility, (b) threats, adverse impacts, and (c) available information.
4. Develop field form with data elements.
5. Fill in base line information on field form.
6. Develop schedule for inventorying parks.
7. Conduct field team training to ensure consistency in completing CLI.
8. Meet with SHPO (CLI Coordinator and staff) and discuss purpose of CLI (should be done in conjunction with LCS); identify existing state contextual and survey information, etc.; outline process for acquiring a consensus of determination and/or determination of eligibility (DOE).

Conduct CLI for an Inventory Unit(s)

1. Prepare a project agreement outlining the scope and schedule for the CLI research and fieldwork to be conducted. Project schedule should be coordinated with park activities. Project agreement should also identify a park contact (usually the superintendent).
2. Conduct entrance interview (CLI Coordinator) with park staff to explain the CLI. Bring a completed CLI information package to illustrate what the park will receive, review schedule, and outline responsibility of park contact. (CLI package includes a hard copy of Park Report with photos, maps, etc., organized in a 3-ring binder).
3. Notify appropriate State Historic Preservation Officer(s) (SHPO) that CLI is being conducted and will be forthcoming once it is completed.
4. Review all available information in regional/support office library.
5. Review park files.
6. Prepare base map (at the best level of detail possible prior to site visit) for each property to bring to site.
7. Conduct fieldwork including mapping, photos, schematics, etc.
8. Conduct exit interview (CLI Coordinator and/or staff) with park staff and present general findings of field work.
9. Assemble draft CLI package and submit to the park for a preliminary review.
10. Conduct final exit interview (CLI Coordinator) with park staff. Present general findings and discuss management categories.
11. Submit final CLI package to the park, which conducts a formal review of the information.
12. Superintendent signs a memorandum approving the final CLI package, specifically concurring with condition, level and revisions.
13. Prepare documentation for consensus determinations with appropriate SHPOs for landscapes determined potentially eligible, with inadequate or no National Register documentation. Obtaining a consensus determinations from the SHPO may involve: (a) development of contextual information related to the significance of the potentially eligible properties; (b) completing a DOE form, or submitting the completed CLI forms, and submitting necessary supplemental material, e.g., maps, photos, sketches. Submit documentation to park and SHPO(s) for review.
14. Submit memorandum to SHPO listing all properties inventoried but determined ineligible. Provide support documentation if requested.
15. Receive memorandum from SHPO(s) regarding CLI findings.
16. Revise CLI based on park and SHPO comments.
17. Conduct exit interview (CLI Coordinator) with park staff. Present general findings and discuss management categories and condition assessment. Superintendent signs a memorandum approving the final CLI package, specifically concurring with condition, level and revisions.
18. Submit final CLI package to the park (CRM specialist, Park Superintendent, or both).
19. Send CLI (disks) to National Center under Regional Director's signature for official inclusion in CLAIMS (done on annual basis).

APPENDIX D

Guidelines for Inventory and Consensus Determination Consultation

The following is excerpted from *The Secretary's Standards and Guidelines for Federal Agency Historic Preservation Programs* and can be referenced as a guideline for Consensus Determination Consultations.

STANDARD 6. An agency must provide for consultation with knowledgeable and concerned parties outside the agency.

- (1) Consultation means the process of seeking, discussing, and considering the views of others, and, wherever feasible, seeking agreement with them on how historic properties should be identified, considered, and managed. Consultation is built upon the exchange of ideas, not simply the provision of information. Whether consulting on a specific project or on broader agency programs, the agency should:
 - (a) make its interests and constraints clear at the beginning;
 - (b) make clear any rules, processes, or schedules applicable to the consultation;
 - (c) acknowledge others' interests as legitimate, and seek to understand them;
 - (d) develop and consider a full range of options; and,
 - (e) try to identify solutions that will leave all parties satisfied.
- (2) Consultation should be undertaken early in the planning stage of any Federal action that might affect historic properties. Although time limits may be necessary on specific transactions carried out in the course of consultation (e.g., the time allowed to respond to an inquiry), there should be no hard-and-fast time limit on consultation overall. Consultation on a specific undertaking should proceed until agreement is reached or until it becomes clear that agreement cannot be reached.
- (3) Consultation should not be limited to the consideration of specific projects, but should instead include broader efforts to maintain ongoing communication with all those public and private entities that are interested in or affected by the agency's activities.
- (4) While specific consultation requirements and procedures will vary among agencies depending on their missions and programs, the nature of historic properties that might be affected, and other factors, consultation should always include all affected parties.

Section 110(a)(2)(D) specifies consultation with other Federal, State, and local agencies, Indian tribes, Native Hawaiian organizations and the private sector. The appropriate SHPO is an important point of contact. In addition to having a formal role under the Act, the SHPO can assist in identifying other parties with interests, as well as sources of information.

- (5) The agency needs to inform other agencies, organizations, and the public in a timely manner about its projects and programs, and about the possibility of impacts on historic resources of interest to them. However, the agency cannot force a group to express its views, or participate in the consultation. These groups also bear a responsibility, once they have been made aware that a Federal agency is interested in their views, to provide them in a suitable format, and in a timely fashion.

- (6) Agency efforts to inform the public about its projects and programs and about the possibility of impacts on historic resources must be carried out in a manner consistent with the provisions of Section 304 of the Act, which calls for withholding from disclosure to the public information on the location, character, or ownership of a historic resource where such disclosure may:
 - (a) cause a significant invasion of privacy;
 - (b) risk harm to the historic resource; or
 - (c) impede the use of a traditional religious site by practitioners.
- (7) Inclusion of Indian tribes and Native Hawaiian organizations in the consultation process is imperative and is specifically mandated by the Act:
 - (a) properties with traditional religious and cultural importance to Native American and Native Hawaiian groups may be eligible for the National Register; such properties must be considered and the appropriate Native American and/or Native Hawaiian groups must be consulted in project and program planning through the Section 106 review process (see NHPA Sec. 101(d)(6)(A&B));
 - (b) the Native American Graves Protection and Repatriation Act of 1990 (NAGPRA) establishes consultation requirements that may affect or be affected by consultation pursuant to Section 106 of the NHPA concerning activities on Federal and Tribal lands that could affect human remains and cultural items;
 - (c) Section 110 requires that an agency's efforts to comply with Section 106 must also be consistent with the requirements of Section 3(c) of NAGPRA concerning the disposition of human remains and Native American cultural items from Federal and Tribal lands.
- (8) Where those consulted do not routinely or customarily participate in traditional governmental means of consultation (e.g., through public meetings, exchanges of correspondence), reasonable efforts should be made to accommodate their cultural values and modes of communication.

APPENDIX E

Determinations of Eligibility for Inclusion in the National Register of Historic Places

The following is excerpted from Part 63 of 36 CFR Ch. I (7-1-89 Edition), Determinations of Eligibility for Inclusion in The National Register of Historic Places and can be referenced as a guideline for Determinations of Eligibility.

Part 63—Determinations of Eligibility for Inclusion in the National Register of Historic Places

Sec.

63.1 Purpose and authorities.

63.2 Determination of eligibility process.

63.3 Procedures to be applied when the agency and the State Historic Preservation Officer agree a property is eligible.

63.4 Other properties on which determinations of eligibility may be made by the Secretary of the Interior.

63.5 Federal Register publication of properties determined eligible.

63.6 Review and nomination of properties determined eligible.

AUTHORITY: Sec.2(k), Historic Sites Act of 1935, 16 U.S.C. 462 (K) (1970 ed); sec. 101 (a)(1), National Historic Preservation Act of 1966, as amended, 16 U.S.C. 470 (a)(1) (1970 ed) I; secs. 3(b) and 4(f), E.O. 11593; sec. 2 of Reorganization Plan No. 3 of 1950 (34 Stat.1262).

Source: 42 FR 47661, Sept.21, 1977, unless otherwise noted. Redesignated at 45 FR 28716, April 30, 1980, and 46 FR 34329, July 1, 1981.

Sec. 63.1 Purpose and Authorities

These regulations have been developed to assist Federal agencies in identifying and evaluating the eligibility of properties for inclusion in the National Register. The regulations explain how to request determinations of eligibility under Section 2 (b) of Executive Order 11593 and the regulations of the Advisory Council on Historic Preservation (36 CFR Part 800) for implementation of sections 1(3) and 2(b) of Executive Order 11593 and the National Historic Preservation Act of 1966, as amended Federal agencies request determinations of eligibility in considering historic properties on lands under their jurisdiction or control or on lands to be affected by proposed actions.

Sec. 63.2 Determination of Eligibility Process

The Department of the Interior will respond within 45 days of receipt of a documented request for a determination of eligibility from a Federal agency when it is submitted in accordance with the following regulations and is accompanied by documentation that clearly portrays the nature and significance of the property.

- (a) The agency shall consult the State Historic Preservation Officer as the first step in identifying historic properties for information concerning:
 - (1) Properties listed in the National Register
 - (2) Properties in the process of nomination to the National Register.
 - (3) Properties determined eligible by the Secretary of the Interior for listing in the National Register.
 - (4) Any other available information that would assist in identifying properties in the area affected by the proposed action.
- (b) If the State Historic Preservation Officer has inadequate information to document the presence or absence of historic properties in the project area, the Federal agency should refer to the Department of the Interior's criteria for the identification of historic properties and the guidelines for level of documentation to accompany requests for determinations of eligibility for inclusion in the National Register published as a notice in the Federal Register.
- (c) The agency shall, in consultation with the State Historic Preservation Officer, apply the National Register Criteria for Evaluation contained in 36 CFR 60.6 to all potentially eligible properties that may be affected by the proposed action. If a property appears to meet the Criteria and the State Historic Preservation Officer agrees, the agency should follow the procedures in s.63.3. If there is a question whether the Criteria are met, the agency shall complete the procedures in s63.3(d). A question on whether a property meets the Criteria exists when the agency and the State Historic Preservation Officer disagree or when the agency determines that a question exists. The Department of the Interior will provide general and specific advice concerning the identification of historic properties and will bring to the attention of a Federal Agency any information received from the public regarding potential historic properties in the area affected by its plans or projects.
- (d) The agency shall submit a letter of request for a determination of eligibility with a description, statement of significance, photographs, and a map, or a statement in accord with s63.3 below, if applicable, directly to the Keeper of the National Register, National Park Service, Department of the Interior, Washington, DC 20240. If available, the opinion of the State Historic Preservation Officer on the eligibility of the property should also be forwarded with the request.
- (e) The Keeper, National Register, will respond in writing to the agency's request within 45 days of receipt of a documented request submitted in accord with s63.2(d) of these procedures. If the opinion of the State Historic Preservation Officer is not included with the request, the Keeper of the National Register will provide to the State Historic Preservation Officer a copy of the request and will ask for his opinion on the property. If the Keeper does not receive the State Historic Preservation Officer's response within three weeks of the State Historic Preservation Officer's receipt of a letter from the Keeper requesting an opinion, the Keeper will proceed with the determination and will inform the agency that the State Historic Preservation Officer did not give an opinion. If the Keeper of the National Register determines that documentation submitted with the request is not sufficient to make a professional evaluation of the significance of the property, he will advise the agency in writing of the additional information needed. The Keeper of the National Register will respond to the agency's request within 45 days of receipt of documentation on the property requested by the Keeper.

Sec. 63.3 Procedures to Be Applied When the Agency and the State Historic Preservation Officer Agree a Property Is Eligible.

If during the consultation described in §63.2(c), both the agency and the State Historic Preservation Officer agree that a property meets the Criteria, the Federal agency or the State Historic Preservation Officer shall forward to the Keeper of the National Register (a) a letter signed by the agency stating that the agency and the State Historic Preservation Officer agree that the property is eligible for inclusion in the National Register, and (b) a statement signed by the State Historic Preservation Officer that in his opinion the property is eligible for the National Register. Either the letter or the statement must contain substantive information on the property, including a description, specific boundaries, its significance under National Register Criteria, and an explanation of why the property is eligible for listing in the National Register. The Keeper of the National Register shall give written notice of his determination to both the agency and the State Historic Preservation Officer within 10 working days of receipt. If the property has not been accurately identified and evaluated, the Keeper will inform the agency and the State Historic Preservation Officer within 10 working days and will recommend that the agency follow the process set forth at §63.2. Notwithstanding such recommendation, the Federal agency or the Keeper of the National Register may consider the property eligible for the purpose of obtaining the Advisory Council on Historic Preservation's comments. Documentation concerning properties determined eligible for the National Register shall be kept on file by the agency and the State Historic Preservation Officer.

Sec. 63.4 Other Properties on Which Determinations of Eligibility May Be Made by the Secretary of the Interior

- (a) The Keeper of the National Register will make determinations of eligibility on properties nominated by Federal agencies under section 2(a) of Executive Order 11593 prior to returning the nominations for such properties to the agency for technical or professional revision or because of procedural requirements. Such determinations of eligibility will be made only if sufficient information exists to establish the significance of the property and its eligibility for the National Register
- (b) Any property or district removed from the National Register for procedural deficiencies in the nomination and/or listing process shall automatically be considered eligible for inclusion in the National Register without further action and will be published as such in the Federal Register.
- (c) If necessary to assist in the protection of historic resources, the Keeper, upon consultation with the appropriate State Historic Preservation Officer and concerned Federal agency, if any, may determine properties to be eligible for listing in the National Register under the Criteria established by 36 CFR Part 60 and shall publish such determinations in the Federal Register. Such determinations may be made without a specific request from the Federal agency or, in effect, may reverse findings on eligibility made by a Federal agency and State Historic Preservation Officer. Such determinations will be made after an investigation and an onsite inspection of the property in question.

Sec. 63.5 Federal Register Publication of Properties Determined Eligible.

In addition to written notice to the Federal agency and the State Historic Preservation Officer, public notice of properties determined eligible for the National Register will be published in the Federal Register at regular intervals and in a cumulative annual edition usually issued in February. Determinations in accord with S 63.3 will be identified with an asterisk.

Sec. 63.6 Review and Nomination of Properties Determined Eligible.

The Keeper of the National Register will conduct an annual review of the condition of properties determined eligible for the National Register. The Keeper of the National Register will obtain from the Advisory Council on Historic Preservation information on decisions made concerning eligible properties in accord with memorandum of agreement under the Council's "Procedures for the Protection of Historic and Cultural Properties" (36 CFR Part 800). If there is no memorandum of agreement or if no provision has been made in a memorandum of agreement for nomination of an eligible property and if the property retains the characteristics that made it eligible for the National Register, the Keeper of the National Register will take the following steps:

- (a) For a property owned by a Federal agency, or under the jurisdiction or control of the agency to the extent that the agency substantially exercises the attributes of ownership, the Keeper of the National Register will request the Federal agency to nominate the property to the National Register within six months.
- (b) If the property is not under Federal jurisdiction or control, the Keeper of the National Register will request that the State Historic Preservation Office nominate the property to the National Register within six months.
- (c) If the Keeper of the National Register determines that a property has lost the characteristics that made it eligible for the National Register, he will inform the State Historic Preservation Officer and the Federal agency and remove the property from the list of eligible properties.

APPENDIX F

Preparing a National Register Registration Form

(Technical Guidance Supplementary To The National Park Service Cultural Resource Management Guideline, NPS-28)

Preparing a National Register Registration Form

Sections 110 and 106 of the National Historic Preservation Act provide all Federal agencies a legal mandate to maintain a preservation program for the identification, evaluation, and nomination of properties owned or controlled by them that may qualify for the National Register of Historic Places, and to consider in planning processes the preservation of historic properties that may be affected by federal actions.

Maintained by the National Park Service (NPS), the National Register of Historic Places is the nation's inventory of historic districts, sites, buildings, structures, and objects significant in American history, architecture, archeology, engineering, and culture. Because its scope is nationwide, the Register is a tool for connecting and relating park cultural resources to other resources in broad and local contexts. Linking historic properties inside and outside park boundaries is one way NPS establishes partnerships to help protect and educate the public about heritage resources.

Listing properties in the National Register serves several purposes. It identifies and locates the historic property for planning, management, interpretive, educational, or research purposes. It clearly evaluates how the property meets one or more of the National Register criteria. It defines the property's historical significance, context, and integrity, and it identifies the features and qualities of the property that reflect its significance. Several automated NPS databases, such as the LCS, ASMIS and CLI, include information about National Register eligibility, and need to incorporate the results of evaluation using Register criteria in order to be up-to-date. (A linkage between the CLI and the National Register form is part of the CLI software.)

National Register documentation assists in preserving historic properties by identifying the values and characteristics that give a property historic significance and integrity and warrant preservation and protection in the planning of possible future Federal undertakings. Properties may qualify for the National Register even if they do not relate to park-specific enabling legislation or park interpretation themes. Under Section 106, Federal agencies have a positive responsibility to establish eligibility of historic resources, and the Advisory Council on Historic Preservation must be allowed the opportunity to review and comment upon Federally conducted, licensed, or assisted undertakings that could affect properties listed in or eligible for the National Register.

Park properties may also receive greater public appreciation and understanding through inclusion in publications and electronic sources of information on National Register properties. Once a property has been listed in the National Register, documentation in the form of written records, photographs, maps, and a computerized data base called the

National Register Information System (NRIS) becomes part of a national repository of information about significant historic properties in the United States. This is available for use by government agencies, researchers, and the interested public. Information on National Register listings appears in a variety of places, including books, articles, tourism promotional literature, and teachers' lesson plans through the "Teaching With Historic Places" program.

Guidance in Preparing a National Register Registration Form

To assist agencies in meeting the legal requirements of Sections 106, 110, and 304 of the National Historic Preservation Act, the National Register of Historic Places has developed the following National Register Bulletins to guide the preparation of a National Register registration form: *Bulletin 15: How to Apply the National Register Criteria for Evaluation, and Bulletin 16A: How to Complete the National Register Registration Form, and Bulletin 16B: How to Complete the National Register Multiple Property Documentation Form.* These are the basic guides for documenting a property to National Register standards. The forms can be prepared on a computer using the National Register nomination form templates (available in several formats at no cost from the National Register of Historic Places, National Park Service, <http://www.cr.nps.gov/nr/publications/forms.htm>).

Other bulletins, such as *Bulletin 7: Definition of Boundaries for Historic Units of the National Park System, Bulletin 12: Definition of National Register Boundaries for Archeological Properties, Bulletin 30: Guidelines for Evaluating and Documenting Rural Historic Landscapes, Bulletin 36: Guidelines for Evaluating and Registering Historical Archeological Sites and Districts, and Bulletin 39: Researching a Historic Property,* may also be useful in preparing registration forms. There are also bulletins on select topics, such as historic battlefields, traditional cultural properties, less-than-50-year-old properties, etc. A complete list of National Register bulletins and copies of these publications are available from the National Register of Historic Places National Park Service, 1849 C Street, NW, NC 400, Washington, DC 20240). Many of the bulletins are available on the World Wide Web and may be downloaded; access is easy through the National Register homepage at <http://www.cr.nps.gov/nr>.

Federal regulations 36 CFR Part 60 describe the procedures to be followed in nominating properties to (or removing them from) the National Register; 36 CFR Part 63 describe the procedures for seeking a determination of eligibility; and 36 CFR Part 800 are the Advisory Council on Historic Preservation regulations for Section 106 compliance.

Using these instructions and the following supplemental material, cultural resource specialists, trained to evaluate and describe the significant qualities of nominated resources, usually prepare the National Register forms.

Some historical parks are administratively listed in the National Register but not yet documented. These parks require the same level of evaluative and descriptive documentation as other properties being nominated. This information defines the values of the property that are historically significant and worthy of preservation.

How Many Nominations Should a Park Prepare?

Historic units of the National Park System, which under 36 CFR Part 60 are automatically listed in the National Register, may contain a wide range of cultural resources reflecting different periods of history (or prehistory), different areas of significance, and even different levels of significance (local, state, or national). Some of the historic properties will represent the aspect(s) of history noted in the park's establishing legislation; others may be associated with different facets of the park's history. All of the park's historic properties should be documented on a *single* National Register form (as opposed to preparing separate forms for properties representing different aspects of the park's history). An all-inclusive National Register form will be more efficient to prepare, will promote an integrated approach to evaluating the park's cultural resources, and will simplify locating information on parks in the National Register files.

For National Park System areas not legally established specifically as historical units, it is equally important to identify, evaluate, and nominate cultural resources to the National Register. While historical units of the National Park System should be documented on a single Register form, other types of parks may contain a variety of resources, sometimes geographically separated, which are eligible for the Register individually or as groups. In those parks, decisions about how many nominations to prepare should reflect the National Register guidance on defining resource boundaries (see *National Register Bulletin 16A*, pp. 56-57) and treat resources in an integrated, interdisciplinary way. The National Register staff can provide information on the suitability of various formats for specific resources.

Nomination Formats

The National Historic Preservation Act recognizes five types of cultural resources eligible for listing in the National Register of Historic Places, and nominations should be submitted in one of these categories: district, site, building, structure, or object (see *National Register Bulletins 15* and *16* for definitions and guidance on selecting categories).

Each listing in the National Register fits one of the five categories of resource types listed above. A category of property may be: 1) nominated and listed individually using National Register of Historic Places Registration Form (NPS-10-900), or 2) nominated and listed as part of a group of related significant properties in a multiple property format using National Register of Historic Places Multiple Property Documentation Form (NPS-10-900-b), provided that all included properties bear some significant historic, cultural, and/or geographic relationship to each other. In either case, each district, site, building, structure, or object nominated in conjunction with a Multiple Property Submission will be evaluated individually against the National Register criteria.

The Multiple Property Documentation Form is a cover or overview document and not a nomination in its own right; it serves as a basis for evaluating the National Register eligibility of related properties. On it, the themes, trends, and patterns of history shared by the properties are organized into **historic contexts** and **property types** representing these contexts. It may be used to nominate a large number of related historic properties simultaneously, or to establish the **registration requirements** for properties not yet identified or documented but which are expected to be nominated in the future.

Registration requirements describe the physical characteristics, associative qualities, or information potential that an example of the property type must possess to qualify for the National Register. The nomination of each building, site, district, structure, or object is

made on the National Register Registration form. The name of the thematic group, denoting the historical framework of nominated properties, is the **multiple property listing**. The Multiple Property Documentation Form together with the individual Registration forms constitute a **multiple property submission**. Refer to *National Register Bulletin 16* for an extended discussion of nomination formats.

In some cases, a Multiple Property Documentation Form may be prepared specifically to establish the context and registration requirements for nominating cultural resources on a nationwide basis. One example is the form for "Historic Park Landscapes in National and State Parks." Copies of this form are available from the National Register, and have been sent to NPS Support Offices. Multiple Property Documentation Forms prepared by States and other federal agencies may also establish contexts for evaluating NPS resources. Further information about Multiple Property Documentation Forms accepted by the National Register, including copies of those forms, is available from the National Register. SHPOs should also be consulted about the availability of contextual studies that may help in the evaluation of park resources.

The Multiple Property Documentation form is *not* used to document historic units that are registered in their entirety; in these instances a National Register Registration form is used because the park is a single National Register listing (for example, a single National Register Registration form was used to document Antietam National Battlefield because the battlefield is a single National Register listing). Most such parks are registered as districts, with listings of contributing and non-contributing resources.

Historic Resource Studies and other cultural resource reports contain much information required for National Register documentation. Ideally, National Register forms are prepared in conjunction with such research reports, with appropriate text or data simply copied and placed in National Register formats. A publication demonstrating how this can be done is a study called "*Cultural Resources Management in Mammoth Cave National Park*." Other examples of NPS multiple property submissions are available on request from the National Register. Additional advice for coordinating evaluation and research report processes is in the Departmental Consulting Archeologist's technical brief no. 7, "*Federal Archeological Contracting: Utilizing the Competitive Procurement Process*." This bulletin talks about incorporating National Register criteria into site evaluation processes in developing Scopes of Work for archeological investigations and reports.

How Much Documentation is Enough?

The National Register nomination should clearly describe and state the significance of the nominated property as it relates to the National Register criteria. There is no prescribed length for a nomination, but nominations need not be long, highly technical, or scholarly in format (for instance, footnotes are not required, although they may add to the usefulness of a nomination). An explanation of the property's significance can be direct and to the point, as long as it provides a perspective from which to evaluate the relative importance of a property.

The nomination form should define which resources are contributing and which are non-contributing to the significance of the listed area. As noted in *National Register Bulletin 16A* (p. 17), the documentation should count all sites, buildings, structures, and objects

located within the property's boundary that are substantial in size and scale; do not count minor resources unless they strongly contribute to the property's historic significance.

A **contributing building, site, structure, or object** adds to the historic or traditional cultural associations, historic architectural qualities, or archeological values for which a property is significant because:

- it was present during the period of significance, relates to the documented significance of the property, and possesses historic integrity or is capable of yielding important information about the period; or
- it independently meets the National Register criteria.

A **non-contributing building, site, structure, or object** does not add to the historic architectural qualities, historic or traditional cultural associations, or archeological values for which a property is significant because:

- it was not present during the period of significance or does not relate to the documented significance of the property;
- due to alterations, disturbances, additions, or other changes, it no longer possesses historic integrity or is not capable of yielding important information about the period; or
- it does not independently meet the National Register criteria.

Defining National Register Boundaries for Historical Units of the National Park System

Historical units are automatically listed in the National Register on the dates their authorizations are signed into law. During the interim period before the National Park Service has defined the extent of areas of historic value, the National Register boundaries are those defined in the National Park Service authorizing legislation, regardless of ownership.

For each historical unit, the National Park Service evaluates the entire authorized (listed) area, prepares a nomination form, and precisely defines the boundaries to encompass the resources that have historical significance. If the proposed National Register boundaries coincide substantially with the park boundaries, the documentation is sent to the State Historic Preservation Officer inviting comment. If the historical park's legislated boundary includes land not owned by the NPS, the non-NPS owners should also be informed of the documentation. Completed documentation is forwarded to the Director of the National Center for Cultural Resources (who acts on behalf of the NPS Federal Preservation Officer, the Associate Director, Cultural Resource Stewardship and Partnership Programs) for formal submission to the Keeper of the National Register. When the Keeper signs the nomination form, the boundaries of the property considered to be listed in the National Register are thus defined by the documentation.

If the proposed National Register boundaries differ from the area authorized, then the documentation is submitted to the State Historic Preservation Officer for comment within 45 days. If there are any non-NPS owners of land within the park boundary and also within the proposed Register boundary, those owners should also be notified. In some cases, the area documented and subsequently listed may be less than the area authorized in order to exclude, for example, non-historic buffer zones owned or controlled by the

Service, or areas that have suffered an irretrievable loss of historical integrity. Such areas should be described and their exclusion justified in the National Register registration form.

In all cases, non-historic buildings or other developments within the boundary, such as modern visitor centers, must be specifically accounted for in the “description” section of the National Register form.

Defining National Register Boundaries Within Non-Historical Units of the National Park System

Many parks which are added to the System primarily for their natural or recreational values contain important cultural resources which qualify for listing in the National Register. These resources (either districts, sites, buildings, structures, or objects) should be nominated to the National Register with defined boundaries which encompass, but do not exceed, the full extent of the significant resources and land area making up the property. The area to be registered should be large enough to include all historic features of the property, but should not include buffer zones or acreage not directly contributing to the significance of the property. Refer to *National Register Bulletin 16A*, pp. 56-57 for guidance for selecting boundaries for different property types.

36 CFR Part 60 provides that Federal agencies may nominate properties where a portion of the property is not under Federal ownership or control but is an integral part of the cultural resource; such submissions should be handled under procedures for concurrent nominations as outlined in 36 CFR Part 60.10 on “Concurrent State and Federal nominations.”

Objects, Collections and the National Register Form

The National Historic Preservation Act specifies historic objects, along with buildings, districts, sites, and structures, as cultural resources to be included in the National Register. Because the National Register criteria require integrity of location and setting, and because of the practical difficulties of encompassing the volume of potentially eligible objects and collections, the National Register limits individual listing of objects to relatively large, fixed features that remain in their historic settings (as opposed to museum contexts).

Frequently, however, objects and collections (including artifacts, furnishings, and historic documents) are associated with and contribute to the significance of sites, buildings, structures, or districts qualifying for National Register listing. For example, the furnishings at Sagamore Hill National Historic Site, the artifacts and samples excavated at Mesa Verde National Park, the historic documents at Edison National Historic Site, and the architectural fabric removed from Independence Hall at Independence National Historical Park are all significant, contributing features.

Such place-related and Service-controlled historic object collections should be described and evaluated in the National Register forms documenting the contributing features of their associated properties. The characteristics of such collections should be broadly described (scope, types, range, variation, quality) in a summary manner. In a nomination for a historic house, include a statement about the scope and characteristics of the furnishing collection historically associated with the house. Service-controlled

archeological collections associated with buildings, sites, districts, or structures should be similarly described. Site-related historic documentary resources also should be included. The form should describe only those items original to or historically associated with the nominated property; other objects, whether period pieces or modern reproductions, acquired for interpretive or comparative study purposes should not be included in the nomination form.

Descriptions of collections should not list the number of items in the collection or the number of collections, nor should they include accession information, append inventories, or state their location. Collections outside Service control should not be listed. "Service control" applies to collections possessed by the Service or on documented loan to an institution or agency and subject to recall at the discretion of the Service. The significance statement of the National Register form must assess the collections' value in relation to the property in terms of the National Register criteria.

Collections resulting from archeological studies usually derive their significance as major scientific collections. Within this concept the original field notes, negatives, slides, field catalogs, field diaries, and archived remote sensing data should be listed as contributing. Under the National Register criteria, the sites where these artifacts were found have yielded and/or are likely to yield information important in history or prehistory. No matter how significant a collection is in its own right, its associated site remains the subject of the National Register nomination, with the collection regarded as a feature of the site.

Many completed National Register forms may not reflect the objects and collections historically associated with the properties they describe and evaluate. Park and other cultural resource personnel with National Register documentation responsibilities should review these forms and submit addenda to cover collections when necessary. For places where National Register forms have not yet been submitted, any associated collections should be included in accordance with the above guidelines.

Processing National Register Forms

The processing of National Register registration forms is prescribed in 36 CFR Part 60; procedures for nomination of properties by Federal agencies are found in 36 CFR § 60.9. 36 CFR § 60.9(b) says that registration forms are prepared under the guidance of the Federal Preservation Officer designated by the head of the Federal agency to fulfill agency responsibilities under the National Historic Preservation Act. The Associate Director, Cultural Resource Stewardship and Partnership Programs, is the National Park Service's Federal Preservation Officer. This program responsibility is re-delegated to the Director, National Center for Cultural Resources.

36 CFR § 60.9(c) specifies that Register nominations of Federal properties be submitted to the appropriate SHPO and the chief elected local officials for review and comment. Following SHPO and local government review, National Register forms documenting properties within a unit of the National Park System are submitted to the NPS FPO by the park superintendent or other NPS office as agreed by the superintendent or Field Director.

Parks or other originating offices should ensure that Register nominations are consistent with regulatory procedural requirements, adequately documented, and technically and professionally correct and sufficient. SO cultural resources program staff should receive a

copy of each completed nomination. Cultural resource specialists in parks, the SO, or elsewhere may prepare or advise and provide technical assistance on National Register forms. Depending upon the nature of the property being considered, a nomination may need advice or review by an archeologist, ethnographer, historian, architectural historian, curator, historical architect, and/or historical landscape architect to evaluate the nominated property and sufficiency of the documentation. Preparers and reviewers should be familiar with the National Register regulations, all National Register Bulletins, and the record of the park or cluster in evaluating similar properties. Preparers and reviewer(s) should evaluate:

- whether the nominated property meets the National Register criteria for evaluation;
- whether the boundary adequately defines the full extent of the significant resource(s); and
- whether the form is adequately documented to current National Register documentation standards.

The planning and management implications of a National Register submission shall not influence either the decision to nominate or the scope of the submission. Reviewers advise the preparer or superintendent whether the property meets the National Register criteria and is adequately documented. Reviewers may recommend that additional work be performed to adequately justify and document the property. If not satisfied with a submission, the superintendent may obtain other professional evaluations.

Completed draft forms may be forwarded for preliminary review to the Keeper of the National Register. This preliminary review is optional. The National Register staff upon request provides a preliminary review of the form, and comments on the adequacy of documentation. If they question the significance of the nominated property or the adequacy of documentation, the issues should be resolved in consultation with the involved park and cultural resource specialists.

Following any preliminary review, the forms are returned to the park or other originating office, which shall send them to the appropriate State Historic Preservation Officer and chief elected local officials for review and comment in accordance with 36 CFR § 60.9(c). The chief elected local officials of the county (or equivalent governmental unit) and municipal jurisdiction in which the property is located must be notified and given 45 days in which to comment. If the State Historic Preservation Officer or local officials comment on the documentation, the comments are considered and incorporated into the nomination if appropriate. After receiving the comments of the State Historic Preservation Officer and local officials, or if there has been no response within 45 days, the originating office forwards the form (together with any comments received) to the Director of the National Center for Cultural Resources who may approve the nomination and transmit it to the Keeper of the National Register.

If the property is administratively listed in the National Register because of Congressional action, it is still necessary to send the State Historic Preservation Officer a copy of the form and invite the SHPO's comments.

Processing the Form at the National Register

The National Register must act on nominations within 45 days of receipt. The Register staff places notice that the property is being nominated in the Federal Register for a fifteen-day public comment period. (This notice is not required for properties

administratively listed by Congressional action.) The information on the property is entered into the National Register Information System database. Following the comment period the nomination is reviewed; if the property is justified as meeting the National Register criteria and the form is adequately documented, the property is listed in the National Register (or, in the case of properties listed by Congressional action, the National Register documentation is accepted). Technical corrections to the form will be made by the National Register staff in consultation with the Director, National Center for Cultural Resources, and the form amended by a Supplementary Listing Record prepared by the National Register staff.

Notice of the listing of the property in the National Register is provided to the NPS FPO and to the appropriate SO and park superintendent. If requested, copies of the signed signature page will also be provided by the National Register staff to the park superintendent and SO. At any time the status of a nominated property can be checked by calling the National Register at (202) 343-9536. The National Register Information System, the automated database of National Register listings, is also available for searches, and may be reached through the Register homepage at <http://www.cr.nps.gov/nr>.

Nominating Properties Outside the Park Boundary

The National Park Service encourages Federal and State preservation offices to cooperate in locating, inventorying, evaluating, and nominating properties possessing historical, architectural, archeological, or traditional cultural values. National Register regulations (36 CFR 60.10, "Concurrent State and Federal Nominations") allow federal agencies to nominate properties not under federal ownership or control, when that area is an integral part of the property included in the federal nomination. An example might be "Ranching Properties in the Teton Valley", which would include properties both within and outside of Grand Teton National Park. Nominating properties outside NPS boundaries is optional, not mandatory.

Registration forms nominating areas extending beyond park boundaries and in nonfederal ownership shall be sent to the appropriate State Historic Preservation Officer for processing in accordance with 36 CFR Parts 60.6 and .10. Forms nominating areas extending beyond park boundaries and administered by other Federal agencies shall be sent to the Federal Preservation Officer of the other agency also owning or administering the property for review. The FPO of the agency originating the form signs it, and sends it to the other agency FPO, who signs a letter indicating approval before the nomination is forwarded to the National Register.

Protection of Sensitive Information

Section 304 of the 1992 amendments to the National Historic Preservation Act of 1966 (NHPA) made changes to the provisions through which sensitive information about historic resources is withheld from disclosure to the public. The scope of information that may be withheld includes ownership, as well as location or character. The circumstances under which information is withheld were expanded to a determination that disclosure may cause a significant invasion of privacy or impede the use of a traditional religious site by practitioners, as well as risk harm to the historic resource. In addition, Section 304 clarifies the Secretary of the Interior's authority, in consultation with the head of a Federal

agency, to determine who shall have access to this information for the purposes of carrying out the NHPA, and in consultation with the Advisory Council on Historic Preservation, to make the same determination when information is developed under Sections 106 or 110(f) of the NHPA and Advisory Council on Historic Preservation regulations, 36 CFR Part 800. The Secretary of the Interior has delegated lead responsibility for implementing Section 304 of the NHPA to the Keeper of the National Register of Historic Places, National Park Service.

The above described changes to Section 304 of the NHPA should be kept in mind in interpreting and applying the *National Register Bulletin 29: Guidelines for Restricting Information About Historic and Prehistoric Resources*, which implements Section 304.

Section 304 of the NHPA, as amended, provides:

- (a) Authority to Withhold From Disclosure—The head of a Federal agency or other public official receiving grant assistance pursuant to the Act, after consultation with the Secretary, shall withhold from disclosure to the public, information about the location, character, or ownership of a historic resource if the Secretary and the agency determine that disclosure may—
 - (1) cause a significant invasion of privacy;
 - (2) risk harm to the historic resource; or
 - (3) impede the use of a traditional religious site by practitioners.
- (b) Access to Information—When the head of a Federal agency or other public official has determined that information should be withheld from the public pursuant to subsection (a), the Secretary, in consultation with such Federal agency head or official, shall determine who may have access to the information for the purpose of carrying out this Act.
- (c) Consultation with Council—When the information in question has been developed in the course of an agency’s compliance with section 106 or 110(f), the Secretary shall consult with the Council in reaching determinations under subsections (a) and (b).

APPENDIX G

Park Organization, Alpha Codes, and Org Codes

Alaska Region

Alpha Code	Org Code	Park/Subunit Name	Admin. Unit
ALAG	0002	Alagnak Wild River	KATM
ANIA	9800	Aniakchak National Monument & Preserve	KATM
BELA	9805	Bering Land Bridge National Preserve	WEAR
CAKR	9810	Cape Krusenstern National Monument	WEAR
DENA	9830	Denali National Park & Preserve	DENA
GAAR	9840	Gates of the Arctic National Park & Preserve	GAAR
GLBA	9815	Glacier Bay National Park & Preserve	GLBA
KATM	9820	Katmai National Park & Preserve	KATM
KEFJ	9845	Kenai Fjords National Park	KEFJ
KLGO	9825	Klondike Gold Rush National Historical Park	KLGO
KOVA	9850	Kobuk Valley National Park	WEAR
LACL	9855	Lake Clark National Park & Preserve	KATM
NOAT	9860	Noatak National Preserve	WEAR
SITK	9835	Sitka National Historical Park	SITK
WRST	9865	Wrangell-St. Elias National Park & Preserve	WRST
YUCH	9870	Yukon-Charley Rivers National Preserve	YUCH

Intermountain Region

Colorado Plateau Cluster

Alpha Code	Org Code	Park/Subunit Name	Admin. Unit
ARCH	1348	Arches National Park	SEUG
AZRU	7380	Aztec Ruins National Monument	AZRU
BRCA	1330	Bryce Canyon National Park	BRCA
CACH	7390	Canyon de Chelly National Monument	CACH
CANY	1340	Canyonlands National Park	SEUG
CARE	1350	Capitol Reef National Park	CARE
CEBR	1360	Cedar Breaks National Monument	ZION
CHCU	7400	Chaco Culture National Historical Park	CHCU
COLM	1378	Colorado National Monument	COLM
DINO	1400	Dinosaur National Monument	DIMO
ELMA	7190	El Malpais National Monument	ELMA
ELMO	7410	El Morro National Monument	ELMO
FOBU	1468	Fossil Butte National Monument	FOBU
GLCA	1440	Glen Canyon National Recreation Area	GLCA
GOSP	1450	Golden Spike National Historic Site	GOSP
GRCA	8210	Grand Canyon National Park	GRCA

Alpha Code	Org Code	Park/Subunit Name	Admin. Unit
GRCA	8217	Grand Canyon-Inner Canyon Unit	GRCA
GRCA	8216	Grand Canyon-North Rim Unit	GRCA
HOVE	1347	Hovenweep National Monument	SEUG
HUTR	7420	Hubbell Trading Post National Historic Site	HUTR
MEVE	1490	Mesa Verde National Park	MEVE
NABR	1349	Natural Bridges National Monument	SEUG
NAVA	7430	Navajo National Monument	NAVA
PEFO	8430	Petrified Forest National Park	PEFO
PISP	1510	Pipe Spring National Monument	ZION
RABR	1449	Rainbow Bridge National Monument	GLCA
SUCR	7460	Sunset Crater Volcano National Monument	FLAG
TICA	1550	Timpanogos Cave National Monument	TICA
WACA	7450	Walnut Canyon National Monument	FLAG
WUPA	7470	Wupatki National Monument	FLAG
YUHO	1499	Yucca House National Monument	MEVE
ZION	1590	Zion National Park	ZION
ZION	1595	Zion-Kolob Canyon	ZION

Rocky Mountain Cluster

Alpha Code	Org Code	Park/Subunit Name	Admin. Unit
BEOL	1310	Bent's Old Fort National Historic Site	BEOL
BICA	1320	Bighorn Canyon National Recreation Area	BICA
BLCA	1377	Black Canyon of the Gunnison National Park	BLCA
CURE	1379	Curecanti National Recreation Area	BLCA
DETO	1390	Devils Tower National Monument	DETO
FLFO	1410	Florissant Fossil Beds National Monument	FLFO
FOLA	1420	Fort Laramie National Historic Site	FOLA
GLAC	1430	Glacier National Park	GLAC
GRKO	1586	Grant-Kohrs Ranch National Historic Site	GRKO
GRSA	1470	Great Sand Dunes National Park & Preserve	GRSA
GRTE	1460	Grand Teton National Park	GRTE
JODR	1467	John D. Rockefeller, Jr., Memorial Parkway	GRTE
LIBI	1380	Little Bighorn Battlefield National Monument	LIBI
ROMO	1520	Rocky Mountain National Park	ROMO
ROMO	1529	Rocky Mountain-West Unit	ROMO
SCMA	0006	Sand Creek Massacre National Historic Site	BEOL
YELL	1570	Yellowstone National Park	YELL
YELL	1575	Yellowstone-North Unit	YELL
YELL	1576	Yellowstone-South Unit	YELL

Southwest Cluster

Alpha Code	Org Code	Park/Subunit Name	Admin. Unit
ALFL	7550	Alibates Flint Quarries National Monument	LAMR
AMIS	7100	Amistad National Recreation Area	AMIS
BAND	7120	Bandelier National Monument	BAND
BIBE	7130	Big Bend National Park	BIBE
BITH	7140	Big Thicket National Preserve	BITH
CAGR	8610	Casa Grande Ruins National Monument	CAGR
CAVE	7170	Carlsbad Caverns National Park	CAVE
CAVO	7160	Capulin Volcano National Monument	CAVO
CHAM	7210	Chamizal National Memorial	CHAM
CHIC	7510	Chickasaw National Recreation Area	CHIC
CHIC	7516	Chickasaw-Travertine District	CHIC
CHIC	7520	Chickasaw-Lake District	CHIC
CHIR	8620	Chiricahua National Monument	CHIR
CORO	8630	Coronado National Memorial	CORO
FOBO	8640	Fort Bowie National Historic Site	CHIR
FODA	7220	Fort Davis National Historic Site	FODA
FOUN	7230	Fort Union National Monument	FOUN
GICL	7250	Gila Cliff Dwellings National Monument	GICL
GLOR	7240	Pecos-Glorieta Battlefield	PECO
GUMO	7180	Guadalupe Mountains National Park	GUMO
HOPI	8720	Hohokam Pima National Monument	CAGR
LAMR	7540	Lake Meredith National Recreation Area	LAMR
LYJO	7350	Lyndon B. Johnson National Historical Park	LYJO
MOCA	8650	Montezuma Castle National Monument	MOCA
OKCI	7900	Oklahoma City National Memorial	OKCI
ORPI	8660	Organ Pipe Cactus National Monument	ORPI
PAAL	7580	Palo Alto Battlefield National Historic Site	PAAL
PAIS	7490	Padre Island National Seashore	PAIS
PECO	7500	Pecos National Historical Park	PECO
PETR	7570	Petroglyph National Monument	PETR
RIGR	7560	Rio Grande Wild & Scenic River	BIBE
SAAN	7600	San Antonio Missions National Historical Park	SAAN
SAGU	8670	Saguaro National Park	SAGU
SAPU	7260	Salinas Pueblo Missions National Monument	SAPU
TONT	8680	Tonto National Monument	TONT
TUMA	8690	Tumacacori National Historical Park	TUMA
TUZI	8700	Tuzigoot National Monument	MOCA
WABA	7720	Washita Battlefield National Historic Site	WABA
WHSA	7810	White Sands National Monument	WHSA

Midwest Region

Great Lakes Cluster

Alpha Code	Org Code	Park/Subunit Name	Admin. Unit
APIS	6140	Apostle Islands National Lakeshore	APIS
CUVA	6160	Cuyahoga Valley National Park	CUVA
DAAV	6295	Dayton Aviation Heritage National Historical Park	DAAV
FILA	6170	First Ladies National Historic Site	CUVA
GERO	6402	George Rogers Clark National Historical Park	GERO
GRPO	6150	Grand Portage National Monument	GRPO
HOCU	6514	Hopewell Culture National Historical Park	HOCU
INDU	6300	Indiana Dunes National Lakeshore	INDU
ISRO	6310	Isle Royale National Park	ISRO
JAGA	6380	James A. Garfield National Historic Site	CUVA
KEWE	6410	Keweenaw National Historical Park	ISRO
LIBO	6400	Lincoln Boyhood National Memorial	LIBO
LIHO	6530	Lincoln Home National Historic Site	LIHO
MISS	6286	Mississippi National River & Recreation Area	MISS
PEVI	6516	Perry's Victory & International Peace Memorial	CUVA
PIRO	6320	Pictured Rocks National Lakeshore	PIRO
SACN	6590	Saint Croix National Scenic Riverway	SACN
SLBE	6620	Sleeping Bear Dunes National Lakeshore	SLBE
VOYA	6820	Voyageurs National Park	VOYA
WIHO	6518	William Howard Taft National Historic Site	WIHO

Great Plains Cluster

Alpha Code	Org Code	Park/Subunit Name	Admin. Unit
AGFO	6710	Agate Fossil Beds National Monument	SCBL
ARPO	7110	Arkansas Post National Memorial	ARPO
BADL	1300	Badlands National Park	BADL
BADL	1301	Badlands-South Unit	BADL
BRVB	6145	Brown v. Board of Education National Historic Site	BRVB
BUFF	7150	Buffalo National River	BUFF
EFMO	6290	Effigy Mounds National Monument	EFMO
FOLS	6340	Fort Larned National Historic Site	FOLS
FOSC	6350	Fort Scott National Historic Site	FOSC
FOSM	7320	Fort Smith National Historic Site	FOSM
FOUS	1549	Fort Union Trading Post National Historic Site	THRO
GWCA	6360	George Washington Carver National Monument	GWCA
HEHO	6470	Herbert Hoover National Historic Site	HEHO
HOME	6480	Homestead National Monument of America	HOME
HOSP	7300	Hot Springs National Park	HOSP
HSTR	6460	Harry S Truman National Historic Site	HSTR
JECA	1569	Jewel Cave National Monument	WICA
JEFF	6520	Jefferson National Expansion Memorial	JEFF

Alpha Code	Org Code	Park/Subunit Name	Admin. Unit
KNRI	1548	Knife River Indian Village National Historic Site	THRO
LIRO	7310	Little Rock Central High School National Historic Site	LIRO
MIMI	1305	Minuteman Missile National Historic Site	BADL
MNRR	6288	Missouri National Recreational River	NIOB
MORU	1500	Mount Rushmore National Memorial	MORU
NICO	6345	Nicodemus National Historic Site	FOLS
NIOB	6630	Niobrara National Scenic River	NIOB
OZAR	6640	Ozark National Scenic Riverways	OZAR
PERI	7330	Pea Ridge National Military Park	PERI
PIPE	6540	Pipestone National Monument	PIPE
SCBL	6700	Scotts Bluff National Monument	SCBL
TAPR	6355	Tallgrass Prairie National Preserve	TAPR
THRO	1540	Theodore Roosevelt National Park	THRO
ULSG	6519	Ulysses S. Grant National Historic Site	JEFF
WICA	1560	Wind Cave National Park	WICA
WICR	6370	Wilson's Creek National Battlefield	WICR

National Capital Region

Alpha Code	Org Code	Park/Subunit Name	Admin. Unit
ANTI	3120	Antietam National Battlefield	ANTI
ANTC	3129	Antietam National Cemetery	ANTI
APPA	2490	Appalachian National Scenic Trail	HAFE
ARHO	3332	Arlington House, The Robert E. Lee Memorial	GWMP
BATT	3439	Battleground National Cemetery	ROCR
BAWA	3530	Baltimore-Washington Parkway	NACE
CATO	3200	Catoctin Mountain Park	CATO
CHOH	3100	Chesapeake & Ohio Canal National Historical Park	CHOH
CHOH	3113	C & O Canal-Conococheague District	CHOH
CHOH	3114	C & O Canal-Four Locks District	CHOH
CHOH	3115	C & O Canal-Palisades District	CHOH
CHOH	3116	C & O Canal-Monocacy District	CHOH
CHOH	3117	C & O Canal-Paw Paw District	CHOH
CHOH	311A	Western Maryland Railroad	CHOH
CLBA	3340	Clara Barton National Historic Site	GWMP
COGA	0004	Constitution Gardens	NACC
NACC	3494	East Potomac Park	NACC
FOTH	3409	Ford's Theatre National Historic Site	NACC
FOWA	3551	Fort Washington Park	NACE
FRDE	3996	Franklin Delano Roosevelt Memorial	NACC
FRDO	3543	Frederick Douglass National Historic Site	NACE
GLEC	3338	Glen Echo Park	GWMP
GREE	3535	Greenbelt Park	NACE
GRFA	3334	Great Falls Park Virginia	GRFA
GWMP	3300	George Washington Memorial Parkway	GWMP

Alpha Code	Org Code	Park/Subunit Name	Admin. Unit
GWMP	330D	Fort Circle Parks	GWMP
GWMP	330E	Lady Bird Johnson Park	GWMP
GWMP	330F	Memorial Avenue	GWMP
GWMP	330I	Jones Point Park	GWMP
GWMP	330G	Mount Vernon Memorial Highway	GWMP
GWMP	330A	Clara Barton Parkway	GWMP
GWMP	330B	Arlington Ridge Park	GWMP
GWMP	330H	Fort Hunt Park	GWMP
HAFE	3850	Harpers Ferry National Historical Park	HAFE
JEFM	3491	Thomas Jefferson Memorial	NACC
KOWA	3475	Korean War Veterans Memorial	NACC
LBME	3341	LBJ Memorial Grove-on-the-Potomac	GWMP
LINC	3492	Lincoln Memorial	NACC
MAMC	3545	Mary McLeod Bethune Council House National Historic Site	NACE
MANA	3840	Manassas National Battlefield Park	MANA
MONO	3130	Monocacy National Battlefield	ANTI
NACC	340A	L'Enfant Plan Reservations	NACC
NACC	3410	Old Post Office National Historic Site	NACC
NACC	340B	Miscellaneous Reservations	NACC
NACC	3350	United States Navy Memorial	NACC
NACC	340C	Japanese-American Patriotism in World War II Memorial	NACC
VIET	0003	Vietnam Veterans Memorial	NACC
NACC	3495	West Potomac Park	NACC
NACE	3547	Kenilworth Aquatic Gardens	NACE
NACE	3562	Harmony Hall	NACE
NACE	350A	L'Enfant Plan Reservations	NACE
NACE	3561	Fort Circle Park-East	NACE
NACE	3560	Anacostia Park	NACE
NACE	3564	Suitland Parkway	NACE
NACE	3553	Oxon Cove Park	NACE
NACE	350B	Miscellaneous Reservations	NACE
NACE	3563	Capitol Hill Parks	NACE
NAMA	3408	National Mall	NACC
NACC	3567	National Law Enforcement Officers Memorial	NACC
PAAV	3992	Pennsylvania Avenue National Historic Site	NACC
PEAV	399A	Pennsylvania Avenue National Historical Park	NACC
PISC	3552	Piscataway Park	NACE
POHE	3620	Potomac Heritage National Scenic Trail	GWMP
PRWI	3700	Prince William Forest Park	PRWI
ROCR	3450	Rock Creek Park	ROCR
ROCR	345D	Montrose Park	ROCR
ROCR	345C	Dumbarton Oaks Park	ROCR
ROCR	345E	Miscellaneous Reservations	ROCR
ROCR	3472	Fort Circle Park	ROCR
ROCR	3471	Meridian Hill	ROCR

Alpha Code	Org Code	Park/Subunit Name	Admin. Unit
ROCR	3463	The Old Stone House	ROCR
ROCR	345A	L'Enfant Plan Reservations	ROCR
ROCR	345B	Rock Creek and Potomac Parkway	ROCR
TRIS	3336	Theodore Roosevelt Island	GWMP
WASH	3493	Washington Monument	NACC
WHHO	3951	The White House (President's Park)	WHHO
WHHO	395B	LaFayette Park	WHHO
WHHO	395A	The Ellipse	WHHO
WOTR	3800	Wolf Trap Farm Park	WOTR

Northeast Region

Allegheny Cluster

Alpha Code	Org Code	Park/Subunit Name	Admin. Unit
ALPO	4130	Allegheny Portage Railroad National Historic Site	FONE
BLUE	4782	Bluestone National Scenic River	NERI
FONE	4160	Fort Necessity National Battlefield	FONE
FRHI	4360	Friendship Hill National Historic Site	FONE
GARI	4781	Gauley River National Recreation Area	NERI
JOFL	4150	Johnstown Flood National Memorial	FONE
NERI	4780	New River Gorge National River	NERI

Chesapeake Cluster

Alpha Code	Org Code	Park/Subunit Name	Admin. Unit
APCO	4180	Appomattox Court House National Historical Park	APCO
ASIS	4190	Assateague Island National Seashore	ASIS
BOWA	4210	Booker T. Washington National Monument	BOWA
COLO	4290	Colonial National Historical Park	COLO
COLO	4297	Colonial Parkway	COLO
DELA	4957	Delaware National Scenic River	DELA
DEWA	4320	Delaware Water Gap National Recreation Area	DEWA
EDAL	4330	Edgar Allan Poe National Historic Site	INDE
EISE	4410	Eisenhower National Historic Site	GETT
FOMC	4340	Fort McHenry National Monument & Historic Shrine	FOMC
FRSP	4370	Fredericksburg & Spotsylvania National Military Park	FRSP
FRED	4379	Fredericksburg National Cemetery	FRSP
GETT	4400	Gettysburg National Military Park	GETT
GETC	4409	Gettysburg National Cemetery	GETT
GEWA	4380	George Washington Birthplace National Monument	GEWA
GREG	5555	Great Egg Harbor Scenic and Recreational River	GREG
HAMP	4350	Hampton National Historic Site	FOMC

Alpha Code	Org Code	Park/Subunit Name	Admin. Unit
HOFU	4430	Hopewell Furnace National Historic Site	HOFU
INDE	4450	Independence National Historical Park	INDE
MAWA	4790	Maggie L. Walker National Historic Site	RICH
PETE	4770	Petersburg National Battlefield	PETE
POGR	4779	Poplar Grove National Cemetery	PETE
RICH	4800	Richmond National Battlefield Park	RICH
SHEN	4840	Shenandoah National Park	SHEN
SHEN	4847	Shenandoah-North District	SHEN
SHEN	4848	Shenandoah-Central District	SHEN
SHEN	4849	Shenandoah-South District	SHEN
STEA	4810	Steamtown National Historic Site	STEA
THKO	4460	Thaddeus Kosciuszko National Memorial	INDE
THST	4850	Thomas Stone National Historic Site	GEWA
UPDE	4870	Upper Delaware Scenic & Recreational River	UPDE
VAFO	4860	Valley Forge National Historical Park	VAFO
YORK	4299	Yorktown National Cemetery	YORK

New England Cluster

Alpha Code	Org Code	Park/Subunit Name	Admin. Unit
ACAD	1700	Acadia National Park	ACAD
ADAM	1710	Adams National Historical Park	ADAM
BOAF	1723	Boston African-American National Historic Site	BOAF
BOHA	1727	Boston Harbor Islands National Recreation Area	BOHA
BOST	1720	Boston National Historical Park	BOST
BOST	1725	Boston-Dorchester Heights	BOST
CACL	1812	Castle Clinton National Monument	MASI
CACO	1730	Cape Cod National Seashore	CACO
EDIS	1840	Edison National Historic Site	EDIS
ELIS	1945	Ellis Island National Monument	STLI
ELRO	1793	Eleanor Roosevelt National Historic Site	ROVA
FEHA	1813	Federal Hall National Memorial	MASI
FIIS	1750	Fire Island National Seashore	FIIS
FOST	1760	Fort Stanwix National Monument	FOST
FRLA	1850	Frederick Law Olmsted National Historic Site	FRLA
GATE	1770	Gateway National Recreation Area	GATE
GATE	1772	Gateway-Breezy Point District	GATE
GATE	1773	Gateway-Staten Island District	GATE
GATE	1774	Gateway-Jamaica Bay Unit	GATE
GATE	1775	Gateway-Sandy Hook Unit	GATE
GEGR	1814	General Grant National Memorial	MASI
GOIS	1766	Governors Island National Monument	GOIS
HAGR	1815	Hamilton Grange National Memorial	MASI
HOFR	1795	Home of Franklin D. Roosevelt National Historic Site	ROVA
JOFI	1805	John Fitzgerald Kennedy National Historic Site	FRLA

Alpha Code	Org Code	Park/Subunit Name	Admin. Unit
LONG	1800	Longfellow National Historic Site	FRLA
LOWE	1780	Lowell National Historical Park	LOWE
MABI	1818	Marsh-Billings-Rockefeller National Historical Park	MABI
MAVA	1950	Martin Van Buren National Historic Site	MAVA
MIMA	1820	Minute Man National Historical Park	MIMA
MORR	1830	Morristown National Historical Park	MORR
NEBE	1842	New Bedford Whaling National Historical Park	NEBE
ROWI	1860	Roger Williams National Memorial	ROWI
SACR	1708	Saint Croix Island International Historic Site	ACAD
SAGA	1915	Saint-Gaudens National Historic Site	SAGA
SAHI	1880	Sagamore Hill National Historic Site	SAHI
SAIR	1920	Saugus Iron Works National Historic Site	SAMA
SAMA	1900	Salem Maritime National Historic Site	SAMA
SAPA	1890	Saint Paul's Church National Historic Site	MASI
SARA	1910	Saratoga National Historical Park	SARA
SPAR	1930	Springfield Armory National Historic Site	SPAR
STLI	1940	Statue of Liberty National Monument	STLI
THRB	1816	Theodore Roosevelt Birthplace National Historic Site	MASI
THRI	1960	Theodore Roosevelt Inaugural National Historic Site	THRI
VAMA	1797	Vanderbilt Mansion National Historic Site	ROVA
WEFA	1953	Weir Farm National Historic Site	WEFA
WORI	1955	Women's Rights National Historical Park	WORI

Pacific West Region

Columbia Cascades Cluster

Alpha Code	Org Code	Park/Subunit Name	Admin. Unit
BIHO	9374	Big Hole National Battlefield	NEPE
CIRO	9606	City of Rocks National Reserve	CIRO
CRLA	9319	Crater Lake National Park	CRLA
CRMO	9280	Craters of the Moon National Monument	CRMO
EBLA	9290	Ebey's Landing National Historical Reserve	EBLA
FOCL	9420	Fort Clatsop National Memorial	FOCL
FOVA	9430	Fort Vancouver National Historic Site	FOVA
HAFO	9608	Hagerman Fossil Beds National Monument	HAFO
JODA	9325	John Day Fossil Beds National Monument	JODA
LACH	9480	Lake Chelan National Recreation Area	NOCA
LARO	9260	Lake Roosevelt National Recreation Area	LARO
LARO	9261	Lake Roosevelt-South District	LARO
LARO	9262	Lake Roosevelt-North District	LARO
MIIN	9360	Minidoka Internment National Monument	MIIN
MORA	9450	Mount Rainier National Park	MORA
MORA	9458	Mount Rainier-Mather District	MORA

Alpha Code	Org Code	Park/Subunit Name	Admin. Unit
MORA	9459	Mount Rainier-Muir District	MORA
NEPE	9370	Nez Perce National Historical Park	NEPE
NEPE	9372	Nez Perce-White Bird Battlefield Unit	NEPE
NEPE	9373	Nez Perce-Spalding Unit	NEPE
NEPE	9374	Nez Perce-Montana Unit	NEPE
NOCA	9470	North Cascades National Park	NOCA
OLYM	9500	Olympic National Park	OLYM
ORCA	9340	Oregon Caves National Monument	ORCA
ROLA	9490	Ross Lake National Recreation Area	NOCA
SAJH	9530	San Juan Island National Historical Park	SAJH
WHMI	9550	Whitman Mission National Historic Site	WHMI

Pacific Great Basin Cluster

Alpha Code	Org Code	Park/Subunit Name	Admin. Unit
CABR	8110	Cabrillo National Monument	CABR
CHIS	8120	Channel Islands National Park	CHIS
DEPO	8590	Devils Postpile National Monument	SEKI
DEVA	8130	Death Valley National Park	DEVA
DEVA	8133	Death Valley-Castle District	DEVA
EUON	8190	Eugene O'Neill National Historic Site	EUON
FOPO	8160	Fort Point National Historic Site	GOGA
GOGA	8140	Golden Gate National Recreation Area	GOGA
GRBA	8420	Great Basin National Park	GRBA
JOMU	8510	John Muir National Historic Site	JOMU
JOTR	8330	Joshua Tree National Park	JOTR
KICA	8580	Kings Canyon National Park	SEKI
LABE	8410	Lava Beds National Monument	LABE
LAME	8360	Lake Mead National Recreation Area	LAME
LAVO	8400	Lassen Volcanic National Park	LAVO
MANZ	8760	Manzanar National Historical Park	MANZ
MOJA	8380	Mojave National Preserve	MPJA
MUWO	8180	Muir Woods National Monument	GOGA
PARA	8230	Grand Canyon - Parashant National Monument	PARA
PINN	8450	Pinnacles National Monument	PINN
PORE	8530	Point Reyes National Seashore	PORE
PRES	8150	Presidio of San Francisco	GOGA
REDW	8480	Redwood National Park	REDW
RORI	8490	Rosie the Riveter/World War II Home Front National Historical Park	RORI
SAFR	8520	San Francisco Maritime National Historical Park	SAFR
SAMO	8540	Santa Monica Mountains National Recreation Area	SAMO
SEQU	8550	Sequoia National Park	SEKI
WHIS	8750	Whiskeytown-Shasta-Trinity National Recreation Area	WHIS
YOSE	8800	Yosemite National Park	YOSE

Pacific Islands Cluster

Alpha Code	Org Code	Park/Subunit Name	Admin. Unit
HALE	8290	Haleakala National Park	HALE
HAVO	8300	Hawaii Volcanoes National Park	HAVO
KAHO	8320	Kaloko-Honokohau National Historical Park	KAHO
KALA	8896	Kalaupapa National Historical Park	KALA
NPSA	8770	National Park of American Samoa	NPSA
PUHE	8310	Puukohola Heiau National Historic Site	PUHE
PUHO	8280	Puuhonua O Honaunau National Historical Park	PUHO
USAR	8895	U.S.S. Arizona Memorial	UAR
WAPA	8790	War in the Pacific National Historical Park	WAPA

Southeast Region

Appalachian Cluster

Alpha Code	Org Code	Park/Subunit Name	Admin. Unit
ABLI	5540	Abraham Lincoln Birthplace National Historic Site	ABLI
ANJO	5450	Andrew Johnson National Historic Site	ANJO
BISO	5130	Big South Fork National River & Recreation Area	BISO
BLRI	5140	Blue Ridge Parkway	BLRI
BLRI	5154	Blue Ridge-Ridge District	BLRI
BLRI	5156	Blue Ridge-Plateau District	BLRI
BLRI	5157	Blue Ridge-Highlands District	BLRI
BLRI	5158	Blue Ridge-Black Mountain District	BLRI
BLRI	5159	Blue Ridge-Pisgah District	BLRI
CARL	5160	Carl Sandburg Home National Historic Site	CARL
CHCH	5220	Chickamauga & Chattanooga National Military Park	CHCH
CHCH	5226	Chickamauga & Chattanooga-Lookout Mountain Unit	CHCH
COWP	5510	Cowpens National Battlefield	COWP
CUGA	5230	Cumberland Gap National Historical Park	CUGA
FODO	5400	Fort Donelson National Battlefield	FODO
FODC	5409	Fort Donelson National Cemetery	FODO
GRSM	5460	Great Smoky Mountains National Park	GRSM
GRSM	5468	Great Smoky Mountains-North District	GRSM
GRSM	5469	Great Smoky Mountains-South District	GRSM
GRSM	5470	Great Smoky Mountains-Cades Cove Subdistrict	GRSM
GRSM	5475	Great Smoky Mountains-Foothills Parkway	GRSM
GUCO	5170	Guilford Courthouse National Military Park	GUCO
KIMO	5500	Kings Mountain National Military Park	KIMO
LIRI	5279	Little River Canyon National Preserve	RUCA
MACA	5530	Mammoth Cave National Park	MACA
NISI	5610	Ninety Six National Historic Site	COWP
OBRI	5640	Obed Wild & Scenic River	OBRI

Alpha Code	Org Code	Park/Subunit Name	Admin. Unit
RUCA	5660	Russell Cave National Monument	RUCA
STRI	5590	Stones River National Battlefield	STRI
STRC	5599	Stones River National Cemetery	STRI

Atlantic Coast Cluster

Alpha Code	Org Code	Park/Subunit Name	Admin. Unit
ANDE	5100	Andersonville National Historic Site	ANDE
CAHA	5190	Cape Hatteras National Seashore	CAHA
CALO	5210	Cape Lookout National Seashore	CALO
CANA	5180	Canaveral National Seashore	CANA
CASA	5260	Castillo de San Marcos National Monument	CASA
CHAT	5340	Chattahoochee River National Recreation Area	CHAT
CHPI	5440	Charles Pinckney National Historic Site	FOSU
COSW	5240	Congaree Swamp National Monument	COSW
CUIS	5630	Cumberland Island National Seashore	CUIS
FOCA	5310	Fort Caroline National Memorial	TIMU
FOFR	5410	Fort Frederica National Monument	FOFR
FOMA	5270	Fort Matanzas National Monument	CASA
FOPU	5420	Fort Pulaski National Monument	FOPU
FORA	5185	Fort Raleigh National Historic Site	CAHA
FOSU	5430	Fort Sumter National Monument	FOSU
HOBE	5480	Horseshoe Bend National Military Park	HOBE
JICA	5690	Jimmy Carter National Historic Site	ANDE
KEMO	5490	Kennesaw Mountain National Battlefield Park	KEMO
MALU	5560	Martin Luther King, Jr., National Historic Site	MALU
MOCR	5550	Moore's Creek National Battlefield	MOCR
OCMU	5620	Ocmulgee National Monument	OCMU
TIMU	5308	Timucuan Ecological & Historic Preserve	TIMU
TUAI	5682	Tuskegee Airman National Historic Site	TUIN
TUIN	5680	Tuskegee Institute National Historic Site	TUIN
WRBR	5187	Wright Brothers National Memorial	CAHA

Gulf Coast Cluster

Alpha Code	Org Code	Park/Subunit Name	Admin. Unit
BICY	5120	Big Cypress National Preserve	BICY
BISC	5250	Biscayne National Park	BISC
BRCR	5350	Brices Cross Roads National Battlefield Site	NATR
BUIS	5370	Buck Island Reef National Monument	CHRI
CARI	5720	Cane River Creole National Historical Park	CARI
CHRI	5380	Christiansted National Historic Site	CHRI
DESO	5300	De Soto National Memorial	DESO
DRTO	5299	Dry Tortugas National Park	EVER
EVER	5280	Everglades National Park	EVER

Alpha Code	Org Code	Park/Subunit Name	Admin. Unit
EVER	5293	Everglades-Pine Island	EVER
EVER	5294	Everglades-Flamingo	EVER
EVER	5295	Everglades-Everglade City	EVER
GUIS	5320	Gulf Islands National Seashore	GUIS
GUIS	5321	Gulf Islands-Florida District	GUIS
GUIS	5322	Gulf Islands-Mississippi District	GUIS
JAZZ	5705	New Orleans Jazz National Historical Park	JAZZ
JELA	7530	Jean Lafitte National Historical Park & Preserve	JELA
JELA	7532	Jean Lafitte-Acadian Unit	JELA
JELA	7535	Jean Lafitte-Baratarie Unit	JELA
JELA	7536	Jean Lafitte-Chalmette Unit	JELA
JELA	7537	Jean Lafitte-Urban Unit	JELA
NATC	5565	Natchez National Historical Park	NATC
NATR	5570	Natchez Trace Parkway	NATR
NTST	0001	Natchez Trace National Scenic trail	NATR
POPO	7590	Poverty Point National Monument	POPO
SAJU	5330	San Juan National Historic Site	SAJU
SARI	5395	Salt River Bay National Historical Park & Ecological Preserve	CHRI
SHIL	5580	Shiloh National Military Park	SHIL
SHIC	5589	Shiloh National Cemetery	SHIL
TUPE	5579	Tupelo National Battlefield	NATR
VICK	5600	Vicksburg National Military Park	VICK
VICC	5609	Vicksburg National Cemetery	VICK
VICO	5367	Virgin Islands Coral Reef National Monument	VIIS
VIIS	5360	Virgin Islands National Park	VIIS

APPENDIX H: HISTORIC CONTEXT

Pre-History and History in the National Park and Landmark System

I. Peopling Places

A. The Earliest Inhabitants:

- The Early Peopling of North America
- The Early Peopling of the Pacific
- The Early Peopling of the Caribbean
- Archaic Adaptation of the Arctic
- Archaic Adaptation of the SubArctic
- Archaic Adaptation of the Northwest Coast
- Western Archaic Adaptations (California Area)
- Plateau (Columbia/Colorado) Archaic Adaptations
- Archaic Adaptations of the Great Basin
- Archaic Adaptations of the Southwest
- Archaic Adaptations of the Plains
- Archaic Adaptations of the Mississippi Valley Region
- Archaic Adaptations of the Southeast (including the Cumberland Region)
- Archaic Adaptations of the Caribbean
- Archaic Adaptations of the Northeast (Including the Ohio Valley Region)
- Archaic Adaptations in Montane Regions
- Archaic Adaptations in Arid Lands
- Archaic Adaptations in Riverine Zones

B. Post-Archaic and Prehistoric Developments

- Adapters
- Eastern Farmers
- Farmers
- Hunters and Gatherers
- Plains Farmers
- Southwestern Farmers

C. Prehistoric Archeology: Topical Facets

- Domestication/Horticulture
- Major Contributions to the Development of Archeology
- Major Contributions to the Development of Culture Histories
- Prehistoric Agricultural Innovations
- Prehistoric Agriculture/Plant
- Prehistoric Animal Domestication/Husbandry
- Prehistoric Architecture/Shelter/Housing
- Prehistoric Arts/Handicrafts
- Prehistoric Communication

- Prehistoric Cultural Change
 - Prehistoric Demographics
 - Prehistoric Diet/Health
 - Prehistoric Economics/Trade
 - Prehistoric Extraction/Mining
 - Prehistoric Human Physical Remains
 - Prehistoric Religion, Ideology, and Ceremonialism
 - Prehistoric Science/Intellectual Developments
 - Prehistoric Settlements and Settlement Patterns
 - Prehistoric Social and Political Organizations
 - Prehistoric Social Differentiation
 - Prehistoric Technology
 - Prehistoric Transportation and Travel
 - Prehistoric Urban Development
 - Prehistoric Warfare
 - Submerged Prehistoric Period Archeological Resources
 - Other
- D. Ethnohistory of Indigenous American Populations
- Becoming Native American
 - Establishing Intercultural Relations
 - Native Contributions to the Development of the Nation's Cultures
 - Native Cultural Adaptations at Contact
 - Readaptation of Native Populations
 - Varieties of Conflict, Conquest or Accommodation
- E. Colonial Exploration and Settlement
- American Exploration and Settlement
 - Dutch Exploration and Settlement
 - English Exploration and Settlement
 - French Exploration and Settlement
 - Other European Exploration and Settlement
 - Russian Exploration and Settlement
 - Scandinavian Exploration and Settlement
 - Spanish Exploration and Settlement
- F. Development of the Colonies
- Physical Development
 - Social and Economic Affairs
- G. Westward Expansion of Colonies and the United States, 1763-1898
- Explorations of the West
 - Military-Indigenous Peoples Contact
 - The Cattle Frontier
 - The Farmers' Frontier
 - The Fur Trade

The Mining Frontier
The Timber Frontier
Western Trails and Travelers

H. Other

II. Creating Social Institutions and Movements

A. Ways of Life

Consumer Society of the 20th Century
Consumer Society of the 21st Century
Domesticity and Family Life
Ethnic Communities (Including the Immigration Phenomenon)
Farming Communities
Industrial Life of the First Half of the 20th Century
Industrial Life of the Last Half of the 20th Century
Industrial Life of the Last Half of the 19th Century
Industrial Towns
Life on the Reservation
Mining Towns
Occupational and Economic Classes
Ranching Communities
Slavery and Plantation Life
Suburban Life
Urban Life

B. Social and Humanitarian Movements

Abolitionism
Civil Rights Movements
Communitarianism and Utopianism
Emergency Aid and Health Care
Environmental Movement
Farmers' Organizations
General and Radical Reform
General Philanthropy
Historic Preservation Movement
Labor Organizations
Peace Movements
Poverty Relief and Urban Social Reform
Prison Reform
Temperance and Prohibition
Women's Movement

C. Recreation

General Recreation
Spectator Pastimes (Passive)

Sports (Active)
Tourism

III. Expressing Cultural Values

A. Education

Pre-School
Elementary, Intermediate and Secondary Education
Higher Education
Specialized Education
Adult Education
Vocational Training
Adjunct Educational Institutions
Special Populations

B. Intellectual Currents

Philosophical Schools of Thought

C. Literature

Poetry
Fiction
Novel
Short Story
Non-Fiction
Journalism
Newswriting and Reporting
Supporting Institutions
Festivals and Events

D. Theater

Playwriting
Performance
Directing Theater
Staging
Producing Theater
Theater Buildings
Studios
Supporting Institutions - Theater
Theater for Radio and Television
Vaudeville and Burlesque
Festivals and Events

E. Motion Pictures

Cinematography
Editing
Acting
Design

- Directing
- Animation
- Producing
- Film Product
- Supporting Institutions
- Movie Houses/Drive-In Theaters
- Festivals and Events

F. Music

- Classical
- Folk
- Jazz
- Popular
- Musical Theater
- Opera
- Literature of Music
- Music Publishing
- Instruments
- Forums
- Performers
- Supporting Institutions
- Musical Education and Training
- Music for Radio and Television
- Recording
- Composing
- Festivals and Events

G. Dance

- Ballet
- Modern Dance
- Folk Dance
- Popular Dance
- Dancers
- Choreography
- Theatrics
- Forums
- Supporting Institutions
- Festivals and Events

H. Painting and Sculpture

- Early American Provincial Painting 1676-1726
- Baroque in America 1720-1776
- Neoclassicism, 1780-1820
- Romanticism
- European Influences, 1876-1920

American Impressionism 1876-1920
Realism 1850-1926
Historical Painting and Sculpture: Memory and Dreams, 1876-1908
The 20th Century, 1900-1930
The New Realism 1900-1926
Art Colonies 1915-1930
Regionalism 1915-1935
The Second Generation 1920-
World War II to the Present, 1939-
Supporting Institutions
Festivals and Events
Period Revival
Sculpture Gardens/Outdoor Museums

I. Prints and Photography

Festivals and Events

J. Decorative Folk Arts

Festivals and Events

K. Communication

Prehistoric Forms (ie., Hieroglyphs, Petroglyphs, etc.)

Written Word (Newspapers and Periodicals)

Mail Service

Telegraph and Telephone

Radio

Television

Post WWII Electronics

Spoken Word (Oratory and Public Speaking)

Internet

L. Architecture

Colonial (1600-1730)

Georgian (1730-1780)

Federal (1780-1820)

Greek Revival (1820-1840)

Gothic Revival (1830-1915)

Romanesque Revival (1840-1900)

Renaissance Revival (1830-1920)

Exotic Revivals (1830-1860)

Second Empire (1850-1890)

Stick Style (1860-1890)

Queen Anne-Eastlake (1880-1900)

Shingle Style (1880-1900)

Period Revivals (1870-1940)

Commercial (1890-1915)

- Sullivanese (1890-1915)
- Prairie (1890-1915)
- Bungalow (1890-1940)
- Craftsman (1890-1915)
- Wrightian (1887-1959)
- Moderne Art Deco (1920-1945)
- International (1915-1945)
- Vernacular Architecture
- Rustic Architecture
- NPS Mission 66

M. Landscape Architecture

- The Prehistoric Landscape
- Colonial Traditions in the New World
- The Early National Period
- Development of Transportation and Land Tenure Systems
- The Romantic Period
- Utopian Planning in the Romantic Period
- Rural Cemeteries
- Parks Produce a New Profession
- Urban Planning in the Nineteenth Century
- Impacts of Railroads on the American Landscape
- The Late Victorian Eclectic Landscape
- The City Beautiful Movement
- The City Scientific
- The Revival of Classicism
- Protection of Natural and Cultural Resources
- The 1930's: Era of Public Works
- The Automobile Age and Suburban Development
- The Modern City
- Modern Landscape Design and Site Planning
- Regional Planning
- Colonial Revival Landscape Design
- NPS Mission 66
- Urban Cemeteries
- Post Modern Landscape Design
- Urban Planning in the Twentieth Century

N. Other

IV. Shaping the Political Landscape

A. Early Military Landscapes (pre-1776)

B. The American Revolution

- Politics and Diplomacy
- The Declaration of Independence

- War in the North
- War in the South
- War on the Frontier
- C. Political and Military Affairs 1783-1860
 - Confederation Period, 1783-1789
 - The Constitution
 - Early Federal Period, 1789-1800
 - Jeffersonian Period, 1800-1811
 - War of 1812, 1812-1815
 - Post-War Nationalism, 1816-1828
 - Jacksonian Democracy, 1828-1844
 - Manifest Destiny, 1844-1859
 - Mexican-American War, 1846-1848
 - The Rise of Sectionalism, 1840-1859
 - The Army and Navy
 - Indian Wars
- D. The Civil War
 - Abolishment of Slavery
 - Battles in the North and South
 - Conquest and Emancipation
 - Secession: The Nation Divides, 1860-1861
 - The Antebellum South
 - The Industrial North
- E. Political and Military Affairs 1865-1939
 - The Reconstruction Era, 1865-1877
 - Indian Wars (1860-1890)
 - The Republican Era, 1877-1900
 - The Progressive Era, 1901-1914
 - America Becomes a World Power, 1865-1914
 - World War I, 1914-1919
 - The Great Depression and the New Deal, 1929-1941
- F. World War II
 - Politics and Diplomacy During the War
 - The Home Front
 - War in Europe, Africa, and the Atlantic, 1939-1945
 - War in the Pacific, 1941-1945
- G. Political and Military Affairs after 1945
 - The Aftermath of WWII
 - The United Nations
 - Restructuring of World Systems
 - The Korean War
 - The "Cold War" with the Soviet Union

United States as leader of the Free World

The Vietnam Era

The Gulf War

H. The Law

The Development of Principles in the Legal Specialties

The Court System

Law Schools, Offices, Journals, etc.

Scholars, Judges, and Lawyers

Landmark Court Cases

Indian Law

I. Other

V. Developing the American Economy

A. Native American Economy (pre-1776)

Trade/Barter

B. Expansion of the Colonies and the United States, 1763-1898

Early Pathfinders

Lewis and Clark Expedition

Scientific and Topographic Surveys

C. The Fur Trade

Alaska Fur Trade

Old Northwest and Mississippi Valley Fur Frontier, 1763-1815

Fur Trappers and Mountain Men as Pathfinders

John Jacob Astor and the American Fur Company, 1808-1840

Rocky Mountain Rendezvous Era, 1824-1839

Southwest Fur Trade

Hudson's Bay Company and the Northwest Coast Fur Trade

Other

D. Military-Indigenous Peoples Contact

Alaska

East of the Mississippi, 1763-1850's

Pacific Islands

Prairie and Great Lakes

The Northern Plains

The Pacific Coast

The Southern Plains

The Southwest

The Western Mountains

E. Trails and Travelers

Indigenous Peoples Trails

Exploration Trails (Spanish, French, Russian, British, American)

East Coast Trails

Eastern Mountain Trails

First Westward Trails East of the Mississippi
Santa Fe Trail
Oregon Trail and Settlement of Oregon
California Trails and Settlement of California
Mormon Migration and Settlement of the Great Basin
El Camino Real (Old Spanish Trail)

F. The Mining Frontier

California Gold Rush
Northwest: Oregon, Washington, Idaho, and Western Montana
Southwest: Arizona and New Mexico
Great Basin: Nevada, Utah and Eastern California
Rockies: Colorado and Wyoming
Black Hills of South Dakota
Alaskan Gold Rushes
Mining (Coal, Salt Peter, Oil, etc.)
Eastern Mountains

G. The Farmers' Frontier

Farming Alaska
Farming the Mid-Atlantic
Farming the Northeast
Farming the Pacific Islands
Farming the Southeast
Indigenous Peoples Farming Practices
Settling the Inland Empire (1870-1900)
Farming Frontier of the Old Northwest, 1763-1820
Settling and Farming the Eastern Prairies, 1820-1861
Later Settlements and Farming in the California Valley, Oregon and Washington
Settling and Farming in the Great Plains, 1862-1900

H. The Cattle Frontier

Great Trail Drives, 1866-1885
The Cow Towns, 1866-1885
Ranches
Outlaws and Poachers

I. Extraction or Mining Industries

Iron and Ferro Alloys
Petroleum and Related Resources
Other Metals and Minerals
Timber and Lumber
Fishing and Hunting

J. Manufacturing Organizations

- Food, Beverages, and Tobacco
- Transportation Equipment
- Machinery and Instruments
- Fabricated Metal and Glass Products
- Textile and Apparel Industries
- Paper, Printing and Publishing
- Chemicals and Allied Products
- Home Furnishings and Furniture
- Other

K. Construction and Housing

- Commercial
- Private
- Public

L. Trade (Modern)

- Export-Import
- Wholesale
- Retail
- Advertising
- Commodity Markets

M. Finance and Banking

- Commercial Banks
- Savings and Loan Associations
- Mutual Savings Banks
- Credit Unions
- Finance and Personal Loan Companies
- Credit Companies (Credit Card Industry)
- Public Regulatory Institutions
- Stock and Other Market Exchanges
- General Finance

N. Insurance

- Fire and Marine
- Casualty and Surety
- Life
- Health

O. Service Industry

- Food
- Lodging
- Tourism

P. Power and Lighting

- Electric
- Gas
- Nuclear
- Water

Q. Accounting

R. Defense

S. Business Organization

T. Shipping and Transportation by Water

- Ships, Boats, Lighthouses, and Other Structures
- Canals

U. Supporting Institutions

V. Agriculture

- Animal Husbandry (Cattle, Horses, Sheep, Hogs, Poultry)
- Farm Orchards (1600-1820)
- Farming for Local Markets (Dairying, Fruits, and Vegetables)
- Fish Farming
- Large-Scale Commercial Agriculture (Crops, Orchards)
- Mechanized Agriculture/Agricultural Innovations
- Plantation Agriculture
- Sharecropping, and Tenant Farming
- Small-Scale commercial Agriculture (Crops, orchards)
- Subsistence Agriculture

W. Transportation by Land and Air

- Early Turnpikes, Roads, and Taverns East of the Mississippi
- Land Travel West of the Mississippi (i.e., Stagecoaches), after 1840
- Wagons and Wagon Roads
- Carriage Roads, Touring Roads and Parkways
- Planned Roads, Highways and Freeways
- Railroads and Rail yards
- Urban Transport (Trolleys, Streetcars and Subways)
- Automobiles, Buses, and other vehicles
- Air Travel (Airplanes/Airports)

X. Communication

- Written Word (Newspapers and Periodicals)
- Mail Service (Land, Water and Air Routes)
- Telegraph and Telephone
- Radio
- Television
- Post World War II Electronic

Spoken Word (Oratory and Public Speaking)

Internet

Y. Other

VI. Expanding Science and Technology

A. Physical Sciences

Astronomy

Physics

Chemistry

B. Earth Science

Physical Geography

Geology

Hydrology

Meteorology

Climatology

Soil Science

C. Biological Sciences

Botany

Zoology

Paleontology

Psychology

D. Social Sciences

Anthropology

Economics

Political Science

Sociology

E. Mathematics

F. Medicine

Clinical Specialties

Non-Clinical Specialties

Affiliated Disciplines

Non-Western Alternative Medicine

G. Scientific Institutions

H. Technology (Engineering and Invention)

Measurement, Observation, and Control (Surveying, Cartography, etc.)

Transportation

Energy Conversion, Utilization and Distribution

Tools and Machines

Military (Fortifications, Weapons, and War Vehicles)

Extraction and Conversion of Industrial Raw Materials

Industrial Production Processes (Including Agriculture)
Construction
Information Processing, Transmission, and Recording
Earth and Space Exploration
Water and Sewerage
Fire, Safety, Sanitation, and Pollution Controls
Atomic/Nuclear Technology

I. Other

VII. Transforming the Environment

A. Indigenous Peoples Use of and Response to the Environment

B. The Industrial Revolution

Degradation of Human Environment
Degradation of Natural Environment
Industrial Innovations
Industrialization of Work Force

C. Conservation of Natural Resources

Origin and Development of the Conservation Idea to 1870
Formation of the Conservation Movement, 1870-1908
Fish, Wildlife, and Vegetation Preservation
Origins of the National Parks Movement
Game Protection
The Forest Service and Forest Preservation
Origins of Watershed and Water Conservation
Water Purification and Sewage Treatment
Scenic Preservation
The Conservation Movement Matures 1908-1941
Emergence of Federal Conservation Legislation
Birth of Wildlife Management
Fish and Wildlife Refuge System
Forest System Expands
Soil Conservation Movement
Origin and Development of the National Park Service
Range and Forest Protection
Wilderness System
Public Health Through Pollution Control
The Great Depression and Conservation

D. Historic Preservation

Formative Years, 1796-1858: The Destruction of Green Springs to the Saving of Mount Vernon and the Hasbrouck House, Patriotism and Preservation
Regional Efforts: The South, 1860-1900: The South Looks to Government for Help; The Association for the Preservation of Virginia Antiquities

Regional Efforts: Mid-Atlantic States, 1860-1900: Memorials to the Revolution; American Scenic and Historic Preservation Society-A Pattern for Private Action

Regional Efforts: New England, 1860-1900: Regionalism and Preservation; Private Historical Societies; Society for the Preservation of New England Antiquities

Monticello: The Emergence of Architectural Interest in Preservation, 1900-1926: Antiquaries, Architects, and Museums.

Emergence of the Automobile and the Restoration of Williamsburg, VA.

The Federal Government Enters the Movement, 1884-1949: Battlefield Preservation; Archeological Preservation; The National Park Service and the New Deal; The National Trust; Growth in Professionalism and Technology

American Scenic and Historic Preservation Society – A Pattern For Private Action

E. Other

VIII. Changing Role of the US in the World

A. International Relations

B. Commerce

C. Expansionism and Imperialism

D. Immigration and Emigration

E. Other

APPENDIX I

Documenting Nationally Significant Properties

This appendix explains how national significance is documented for the National Register of Historic Places. A Cultural Landscapes Inventory (CLI) recorder may recommend that a cultural landscape be designated as a National Historic Landmark (NHL). Designation of a cultural landscape as a NHL will occur subsequent to the completion of the CLI following the process outlined below. This information was excerpted from *National Register Bulletin 16A: How to Complete the National Register Registration Form*.

What are National Historic Landmarks (NHLs)?

NHLs are districts, sites, buildings, structures, and objects found to possess national significance in illustrating or representing the prehistory and history of the United States. NHLs are designated by the Secretary of the Interior. Other than inclusion in the National Park System, Landmark designation is the Federal government's only official designation of the national significance of a historic property. NHLs number less than four percent of the properties listed in the National Register.

NHL Criteria

The quality of national significance is ascribed to districts, sites, buildings, structures, and objects that possess exceptional value or quality in illustrating or interpreting the heritage of the United States in history, architecture, archeology, engineering, and culture and that possess a high degree of integrity of location, design, setting, materials, workmanship, feeling, and association, and:

- That are associated with events that have made a significant contribution to, and are identified with, or that outstandingly represent, the broad national patterns of United States history and from which an understanding and appreciation of those patterns may be gained; or
- That are associated importantly with the lives of persons nationally significant in the history of the United States; or
- That represent some great idea or ideal of the American people; or
- That embody that distinguishing characteristics of an architectural type specimen exceptionally valuable for a study of a period, style, or method of construction, or that represent a significant, distinctive and exceptional entity whose components may lack individual distinction; or
- That are composed of integral parts of the environment not sufficiently significant by reason of historical association or artistic merit to warrant individual recognition but collectively compose an entity of exceptional historical or artistic significance, or outstandingly commemorate or illustrate a way of life or culture; or
- That have yielded or may be likely to yield information of major scientific importance by revealing new cultures, or by shedding light upon periods of occupation over large areas of the United States. Such sites are those which have yielded, or which may reasonably be expected to yield, data affecting theories, concepts and ideas to a major degree.

NHL Exclusions

Ordinarily, cemeteries, birthplaces, graves of historical figures, properties owned by religious institutions or used for religious purposes, structures that have been moved from their original locations, reconstructed historic buildings and properties that have achieved significance within the past fifty years are not eligible for designation. If such properties fall within the following categories they may, nevertheless, be found to qualify:

- A religious property deriving its primary national significance from architectural or artistic distinction or historical importance; or
- A building or structure removed from its original location but which is nationally significant primarily for its architectural merit, or for association with persons or events or transcendent importance in the nation's history and the association consequential; or
- A site of a building or structure no longer standing but the person or event associated with it is of transcendent importance in the nation's history and the association consequential; or
- A birthplace, grave or burial if it is of a historical figure of transcendent national significance and no other appropriate site, building, or structure directly associated with the productive life of the person exists; or
- A cemetery that derives its primary national significance from graves of persons of transcendent importance, or from an exceptionally distinctive design or an exceptionally significant event; or
- A reconstructed building or ensemble of buildings of extraordinary national significance when accurately executed in a suitable environment and presented in a dignified manner as part of a restoration master plan, and when no other buildings or structures with the same association have survived; or
- A property primarily commemorative in intent if design, age, tradition, or symbolic value has invested it with its own national historical significance; or
- A property achieving national significance within the past 50 years if it is of extraordinary national importance.

While the NHL criteria are similar, they are not identical to those of the National Register, and set a very stringent test for national significance, including high historic integrity. If, after reviewing the criteria, applicants are satisfied that the property is a reasonable candidate for NHL designation they should then contact the State Historic Preservation Officer (SHPO) and the National Historic Landmarks Survey staff in the Washington National Register, History and Education Program, of the National Park Service. If the property is an archeological site or district, they should also consult the archeological staff in the appropriate National Park Service support office. SHPO and NPS staff will help the applicant determine whether NHL designation should be pursued and what information is needed to make the case for national significance.

NHL Designation

NHLs are designated by the Secretary of the Interior after the National Park System Advisory Board reviews National Register forms explaining the national significance of the properties. The National Historic Landmarks Survey staff prepares, reviews, or revises these forms before the Board considers them. The Landmarks Survey staff is eager to work directly with interested individuals, organizations, and SHPO staff who wish to document properties for NHL designation.

NHL designation requires different and more comprehensive documentation than National Register listing and a substantial amount of time, at least 18 months in most cases. Through the National Register nomination process, a property documented as having national importance can be listed for its State and local importance. After the property has been listed, the National Register staff may recommend it to the Landmarks staff for consideration as a NHL.

NHL Theme Studies

NHLs are most often identified through theme studies by the Landmarks Survey staff. Theme studies consist of a context or theme statement and a series of National Register forms relating to a particular topic in U.S. history or archeology, such as westward expansion, architecture, science, or education. An outline of the thematic framework is available from the Washington National Register, History and Education Program, in the National Park Service. Theme studies will consider properties already listed in the National Register, but may include others not yet listed. If a property has not been listed, designation as a NHL confers listing in the National Register.

It is easier to make the case for national significance if a theme study provides the context to judge relative significance. If no theme study of comparable properties exists, or if it is incomplete, the applicant will need to document the context on the form. This can be done, for example, by citing judgments of national significance from professional literature.

Documenting National Significance

Applicants are encouraged to provide information in the National Register form that makes the case for NHL designation. This information is entered on continuation sheets and supplements the documentation for National Register listing (i.e., State or local significance). The continuation sheets should:

- cite the qualifying NHL criteria
- state the related NHL theme and explain the property's relationship to it, and
- explain how the property has significance at the national level.

If a property is already listed in the National Register, the documentation may be amended from State or local significance to national significance (particularly if new information is available). Applicants can do this by revising the entire form or by submitting additional documentation on continuation sheets.

Guidelines For Documenting National Significance

- Support claims for national significance by historical facts and comparisons of the property to themes of national importance and to similar properties nationwide. Often the easiest way to do this is to compare the property to existing NHLs and units of the National Park System.
- NHL themes are not necessarily represented uniformly nationwide. Regional patterns and property types found only in one part of the country may be significant nationally if the pattern they represent reflects an important trend in the history of the United States.
- Areas of national significance may differ from those of local and State significance. For example, a garden may be important for its American Romantic style design nationally, statewide, and locally, but have importance in materials and vegetation only locally.
- National significance requires that a property be exceptionally important compared to similar properties. For example, only the finest or the most influential works by a master American landscape architect are likely to be designated NHLs. Also, not all residences, properties or gardens of nationally prominent persons are strong candidates; only those with the strongest and longest associations are likely to be designated.
- Establishing national significance requires the examination of the theme in which the property is significant to the extent necessary to ascertain that the property represents an important aspect of the theme on a national scale and is outstanding in its representation.
- An altered or seriously deteriorated property will not be a strong candidate for NHL designation as long as other properties with similar importance and a higher historic integrity exist.

APPENDIX J

Use/Function List (Categories and Codes)

Code	Categories
01	Domestic (Residential)
01A	Single Family Dwelling
01AA	Single Family House
01AB	Single Family Apartment
01AC	Cabin/lookout
01AD	Single Wide Trailer
01AE	Double Wide Trailer
01AF	Houseboat
01AG	Travel Trailer
01AH	Single Tent
01B	Single Family Dwelling - Other
01B	Multiple Dwelling
01BA	Family Duplex
01BB	Family Triplex
01BC	Multifamily (4+ Units)
01BD	Dormitory (Bunkhouse)
01BE	Multiple Dwelling - Other
01C	Secondary Structure (Garage)
01D	Hotel (Boarding House)
01DA	Lodge (Inn, Cabin)
01E	Institutional Housing
01F	Camp
01G	Village Site
01H	Small Residential Landscape
01I	Estate Landscape
01J	Domestic Residential - Other
02	Commerce/Trade
02A	Business
02AA	Concession
02B	Professional
02C	Organizational
02D	Financial Institution (Bank)
02E	Specialty Store (Shop)
02F	Department Store (General Store)
02G	Restaurant (Bar, Lounge)
02H	Trade
02I	Commerce/Trade - Other

03 Social

- 03A Meeting Hall (Fraternal)
- 03B Clubhouse (Social/Garden)
- 03C Civic (Community Center)
- 03D Social - Other

04 Government

- 04A Capitol
- 04B City Hall (Town Hall)
- 04C Correctional Facility (Jail)
- 04D Fire Station
 - 04DA Fire Cache
 - 04DB Fire Lookout
 - 04DC Fire Station - Other
- 04E Government Office
 - 04EA Administrative Office (HDQS)
 - 04EB Ranger Station
 - 04EC Visitor Contact (Visitor Center)
 - 04ED Patrol Cabin
 - 04EE Maintenance Facility
 - 04EF Comfort Station (Latrine)
 - 04EG Interpretation Facility
 - 04EH Entrance Station (Guardhouse)
 - 04EI Multi-Use Building
 - 04EJ Government Office - Other
- 04F Diplomatic Building (Embassy)
- 04G Customhouse
- 04H Post Office
- 04I Public Works
- 04J Courthouse
- 04K Monument (Building)
- 04L Government - Other

05 Education

- 05A School
- 05B College (University)
- 05C Library
- 05D Research Facility (Laboratory)
- 05E Educational Related Housing
- 05F Training Center
- 05G Interpretive Landscape
- 05H Education - Other

06 Religion

- 06A Religious Structure (Church)
 - 06AA Mound
- 06B Ceremonial Site
- 06C Church School

06D	Church-Related Residence
06E	Church Yard
06F	Religion - Other
07	Funerary
07A	Cemetery
07B	Grave/Burial
07C	Mortuary
07D	Crypt/Burial Vault (Tomb)
07E	Funerary - Other
08	Recreation/Culture
08A	Theater (Cinema)
08AA	Amphitheater
08B	Auditorium
08C	Museum (Exhibition Hall)
08CA	Museum (Curatorial) Storage
08CB	Historic Furnished Interior
08CC	Exhibit
08CD	Wayside Exhibit
08CE	Museum (Exhibition Hall) - Other
08D	Music Facility
08E	Sports Facility
08EA	Tennis Court
08EB	Swimming Pool
08EC	Public Beach (Swimming Area)
08ED	Pool House (Change/Shower)
08EE	Lifeguard Station
08EF	Stadium
08EG	Grandstand (Arena)
08EH	Gymnasium
08EI	Recreation Hall
08EJ	Bowling Alley
08EK	Roller Rink
08EL	Skating Rink
08EM	Race Track
08EN	Basketball Court
08EO	Sports Facility - Other
08F	Outdoor Recreation
08FA	Sports/Athletic Field
08FB	Picnic Shelter
08FC	Campground/Picnic Area
08FD	Golf Course
08FE	Playground
08FF	Bowling Green
08FG	Outdoor Recreation - Other
08G	Fairground (Amusement Park)
08H	Monument (Marker, Plaque)

08I Outdoor Sculpture (Statuary)
08J Recreation - Other

09 Agriculture/Subsistence

09A Processing
09B Storage (Granary/Silo)
09C Agricultural Field
09D Animal Processing Facility
09E Fishing Facility (Hatchery)
09F Agricultural Outbuilding
09FA Barn
09G Horticulture Facility
09H Irrigation Facility
09I Livestock
09J Woodlot/Forest (Managed)
09K Farm (Plantation)
09L Agriculture/Subsistence - Other

10 Industrial/Processing/Extract

10A Manufacturing Facility (Mill)
10AA Shot Furnace
10AB Manufacturing Facility (Mill) - Other
10B Extractive Facility (Mining)
10BA Mine
10BB Extractive Facility (Mining) - Other
10C Water Works
10CA Water Treatment Facility
10CB Water Storage Facility
10CC Water Works - Other
10D Energy Facility
10DA Electrical Power Plant
10DB Solar Power Facility
10DC Wind Power Facility
10DD Energy Facility - Other
10E Telecommunication Facility
10F Processing Site
10G Waste Water Treatment Facility
10H Pumping Station
10I Dam
10IA Dam - Arch
10IB Dam - Buttress
10IC Dam - By-Products
10ID Dam - Concrete (Gravity)
10IE Dam - Earthen
10IF Dam - Multi-Arch
10IG Dam - Rockfill
10IH Dam - Other
10J Utility Service Structure

- 10K Fuel Distribution System
- 10L Industrial - Other
- 11 General Storage**
- 11A Equipment/Vehicle Storage
- 11BB Food Storage
- 11C Warehouse (General Supply Storage)
- 11D RCRA Storage Site (Hazardous Material)
- 11DA RCRA Transportation
- 11DB RCRA Disposal Site
- 11DC RCRA Cleanup Site
- 11DD RCRA Storage Site (HAZ MAT) - Other
- 11E Underground Storage Tank Site
- 11EA UST Cleanup Site
- 11F CERCLA Site
- 11FA Legal/Authorized Hazardous Dump
- 11FB Illegal/Unauthorized Hazardous Dump
- 11FC Mine Waste/Trailing Site
- 11FD Landfill Site Active/Closed
- 11FE Off-Site Pollution Site
- 11FF CERCLA Site - Other
- 11G Fuel Storage Site
- 11H Storage Yard (Open Area Used)
- 11I General Storage - Other

- 12 Health Care**
- 12A Hospital (Mental Hospital)
- 12B Clinic (Dispensary)
- 12C Sanitarium (Nursing/Rest Home)
- 12D Medical Business/Office
- 12E Resort (Spa)
- 12EA Bathhouse
- 12F Health Care - Other

- 13 Defense**
- 13A Arms Storage
- 13B Fortification
- 13BA Battery (Defense)
- 13BB Parade Ground
- 13BC Fortification - Other
- 13C Military Facility (Post)
- 13D Battle Site
- 13E Coast Guard Facility
- 13F Naval Facility
- 13G Air Force Facility
- 13H Defense - Other

15**Landscape**

15A	Leisure-Passive (Park)
15B	Plaza/Public Space (Square)
15BA	Streetscape
15BB	Subdivision/Planned Community
15BC	Assembly Area
15BD	Garden
15BE	Ornamental Garden
15BF	Formal Garden
15BG	Aquatic Garden
15BH	Urban Park
15BI	Plaza/Public Space (Square) - Other
15C	Functional Landscape
15CA	Vehicular Circulation
15CB	Pedestrian Circulation
15CC	Noise Screen
15CD	Wind Screen
15CE	View Screen
15CF	Access/Egress
15CG	Erosion Control
15CH	Enclosure/Exclosure
15CI	Climate Control
15CJ	Functional Landscape - Other
15D	Natural Area
15DA	Cave
15DB	Body of Water (Lake, Pond)
15DC	Wetland
15DD	Wildflower Meadow
15DE	Beach
15DF	Dune
15DG	Desert
15DH	Tundra
15DI	Meadow
15DJ	Alpine Meadow
15DK	Prairie
15DL	Forest
15DM	Natural Area - Other
15E	Fountain
15F	Scenic Landscape
15FA	Vista
15FB	Overlook
15FC	View
15FD	Scenic Landscape - Other
15G	Scientific Landscape
15GA	Botanical Gardens
15GB	Arboretum
15GC	Test Garden
15GD	Zoological Garden

15GE	Scientific Landscape - Other
15H	Parkway (Landscape)
15I	Esplanade
15J	Landscape - Other
16	Transportation
16A	Rail-Related
16AA	Locomotive
16AB	Rolling Stock
16AC	RR Trackage
16AD	RR Bridge
16AE	RR Tunnel
16AF	Roundhouse
16AG	Station (Depot)
16AH	Railroad Control Tower
16AI	Rail Yard
16AJ	Rail-Related - Other
16B	Air-Related
16BA	Airplane
16BB	Runway (Helicopter Landing Pad)
16BC	Runway Bridge
16BD	Hangar
16BE	Air Terminal
16BF	Aircraft Control Tower
16BG	Airport
16BH	Air-Related - Other
16C	Water-Related
16CA	Vessel
16CB	Landing (Wharf, Dock)
16CC	Lighthouse
16CD	Canal
16CE	Aqueduct
16CF	Canal Tunnel
16CG	Canal Lock
16CH	Culvert (Waste Weir)
16CI	Marina
16CJ	Navigational
16CK	Boat Launching Area
16CL	Water-Related - Other
16D	Road-Related
16DA	Automobile
16DB	Bus
16DC	Truck
16DD	Motorized Equipment
16DE	NPS Class I Principal Road
16DF	NPS Class II Connector Road
16DG	NPS Class III Spec Purpose Road
16DH	NPS Class IV Primitive Road

16DI	NPS Class V Administrative Access Road
16DJ	NPS Class VI Restrictive Road
16DK	NPS Class VII Urban Parkway
16DL	NPS Class VIII City Street
16DM	Parking Area
16DN	Turnout
16DO	Road Bridge
16DP	Road Tunnel
16DQ	Road Culvert
16DR	Road Retaining Wall
16DS	Service Station
16DT	Road-Related - Other
16E	Pedestrian Related
16EA	Hiking Trail
16EB	Handicapped Trail
16EC	Interpretive Trail
16ED	Ski Trail (Cross-Country)
16EE	Horse/Bridle Trail
16EF	Bicycle Trail
16EG	Mountain Bike Trail
16EH	ATV/Motor Bike Trail
16EI	Snowmobile Trail
16EJ	Water Trail
16EK	Underground Trail (Cave)
16EL	Underwater Trail
16EM	Trail Bridge
16EN	Trail Tunnel
16EO	Pedestrian-Related - Other
16F	Transportation-Other

96 Work In Progress

97 Undetermined

98 Vacant (Not In Use)

98A	Ruin
98B	Vacant/Maintained (Mothballed)
98C	Abandoned/Unmaintained
98D	Vacant (Not In Use) - Other

99 Other-No Other Category Exists

99A	Trust Asset (Held By Government)
99B	Removed Structure
99C	Other - No Other Category Exists - Other

APPENDIX K

Major Event List

This appendix lists the Major Events pick list. Similar terms are offered as reference.

Major Event	Similar Term
Abandoned	Closed
Altered	Adapted, Burned, Cleared, Improved, Inundated, Name Change, Resurfaced, Widened, Dismantled, Reassembled
Built	Constructed, Created, Improved, Begun
Colonized	Granted
Conserved	Reserved (Natural Resource focus)
Cultivated	
Damaged	Vandalized
Demolished	(planned)
Designed	
Destroyed	(unplanned)
Developed	Opened, Completed
Domesticated	
Engineered	
Eroded	
Established	Designated, Authorized, Redesignated, Granted, Dedicated, Incorporated, Discovered, Recorded, Documented, Patented, Created, Listed, Opened, Reserved
Excavated	
Expanded	Completed
Exploited	
Explored	
Farmed/Harvested	Hunted, Fished, Timbered
Graded	
Homesteaded	
Inhabited	Occupied, Seasonal Habitation, Teneted
Land Transfer	Acquired, Ceded, Disposed, Subdivided, Transferred, Granted
Maintained	
Memorialized	Placed, Erected, Decorated
Military Operation	Decommissioned
Mined	
Moved	Dismantled, Reassembled, Relocated
Naturalized	
Neglected	
Paved	
Planned	Laid Out
Planted	Reforested, Vegetated
Platted	Surveyed, Mapped, Drawn, etc.

Major Event**Similar Term**

Preserved

Reserved

Purchased/Sold

Acquired

Ranched/Grazed

Reconstructed

Rehabilitated

Removed

Restored

Retained

Settled

Stabilized

Urbanized