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This workshop is held in partnership with

MARE ISLAND HISTORIC PARK

Elements & Matrix: Surveying Historic Resources Within Their Contexts

Introductions: **Kenneth A. Zadwick**, President Mare Island Historic Park Foundation

Moderator: **Jonathan Haeber**, Field Services Director, California Preservation Foundation

Speakers: **Caitlin Harvey**, Architectural Historian, Left Coast Architectural History; **Shayne Watson**, Architectural Historian, Watson Heritage Consulting; **Christina Dikas**, Senior Architectural Historian, Page & Turnbull; **Kara Brunzell**, Historian / Architectural Historian, Brunzell Historical.

Location: **Thursday, November 5th, 2015**
Mare Island Historic Park Foundation
Vallejo, CA

Workshop Summary: Each historic property is an individual element within a broader matrix of history. A context is necessary to understand one building, and many buildings inform a historic context. Together, surveys and context statements lay a critical foundation for current and future evaluation of historic resources. In this session, hear from professionals who are working on current survey and context-writing efforts in Northern California. They will share insight into the necessity of comprehensive surveys and strong context statements, as well as new strategies for organizing, conducting, and synthesizing survey and context statement efforts. Learn why such documentation isn't just for posterity, but can and should be used as an active planning tool for every-day evaluation of resources and preservation decision-making.

Learning Objectives:
1. Understand the interactivity/co-dependency of surveys and context statements
2. Explore new methods and efficiencies in survey work
3. Learn to formulate an effective, not exhaustive, context statement
4. Understand how surveys and context statements serve as planning tools
5. Learn how to apply existing surveys and context statements to evaluation of new resources

Schedule:

8:30- 9:00 **Registration**

9:00 – 9:15 **Welcome & Introductions -** *Kenneth A. Zadwick*

9:15 – 10:45 **Context 101: Introduction and Approaches**

Caitlin Harvey & Shayne Watson

- Purpose & Essential components
- Organization
- Examining the different ways to approach a context statement
  - Thematic, Geographic, Chronological, Social Identities, Architectural Style/Movement (e.g. Modernism)
- Different types of resources, challenges
  - o San Francisco LGBTQ Context Statement
  - o Issues with integrity
- Methodologies
- Drawing a Nexus Between Context Statements & Surveys

10:45 – 11:00 **Question & Answer / Break**

11:00 – 11:50 **Examining a CLG Funded Survey of Post-WWII Resources**

Kara Brunzell

- Case Example: Davis
- Certified Local Government grant funding
- Challenges and Lessons Learned
  - o Survey work on a limited budget
  - o Working with volunteers vs hiring professional consultants

11:50 – 11:55 **Question & Answer**

11:55 – 12:55 **Surveys on a Larger Budget: Practice, Processes, and Technology**

Christina Dikas

- Iterative process – From the Windshield Survey to the Context Statement
- Innovations and Procedures
  - o Managing DPRs, HREs, and Historic Structure Reports
- Technology & Tools Used
  - o SurveyLA
  - o Database Management and Use
  - o Tools in the Field

12:55 – 1:00 **Question & Answer**

1:00 – 2:00 **LUNCH**

2:00 – 3:00 **Field Exercise**

- Break into Groups of 4
- Using the context provided, evaluate the resource provided to you.
  - o Assess integrity
  - o Identify the criteria for significance
  - o Use the social history from context to evaluate the resource on the DPR form

OR

- Pass out a context and locate buildings within that context

3:15 – 4:00 **Round Table Discussion: How Contexts Inform Field Surveys**

- Issues with Integrity
- Context and Cultural Landscapes
- Period of significance
- Contributing vs Non-Contributing

Moderator

Jonathan Haeber, Field Services Director for the California Preservation Foundation, is a published author and public historian. He has consulted on interpretive exhibits for museums and nonprofit organizations in Massachusetts and California, and played a key role in the historic preservation study for a Henry Hobson Richardson rail station in Holyoke, Massachusetts. He is recipient of the 2013 Preservation Award from the Holyoke Historical Commission. As a long-time large format photographer with experience in HABS documentation, Jonathan was drawn to preservation through the work of Richard Nickel, a photographer who documented buildings designed by Louis Sullivan and other Chicago architects before they were demolished in Chicago's urban renewal era. Jonathan has a Master of Arts degree in United States History with a Certificate in Public History from the University of Massachusetts, Amherst and Bachelor of Arts degrees in English and Geography from the University of California, Berkeley. His grad

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Speakers (Alphabetical by Last Name)

Kara Brunzell is an Architectural Historian and Historian with experience in cultural resource management, non-profit historic preservation, and municipal preservation planning. Kara received a BA in History from UCLA and an MA in Public History from CSUS. Kara's professional interests include vernacular architecture, local and California history, and the intersection of environmental sustainability and historic preservation. Currently the proprietor of Brunzell Historical, Kara has worked for Napa County Landmarks as well as the City of Napa Planning Division. She is a member of the National Trust for Historic Preservation, the California Preservation Foundation, Napa County Landmarks, and the National Council on Public History. Kara grew up in Southern California and has lived in Napa County for the past 18 years. She lives with her husband and daughters in a turn-of-the-century cottage near Downtown Napa.

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Christina Dikas joined Page & Turnbull in 2007 after receiving her Bachelor's degree from UCLA and a Masters of Architectural History degree and Certificate in Historic Preservation from the University of Virginia. Christina meets the Secretary of the Interior's Professional Qualification Standards for Architectural Historian. She has extensive experience surveying, researching, and evaluating historic properties. She has contributed heavily to Page & Turnbull's large-scale survey projects, including the City of San Francisco's South of Market (SOMA) Area Plan Historic Resource Survey of over

1,100 properties. In addition, Christina was a project manager for Group 1 of SurveyLA, surveying and evaluating properties in the City of Los Angeles. She has also produced numerous Historic Resource Evaluations, Historic Context Statements, Section 106 Technical Reports, and Historic American Building Survey (HABS) documentation for individual properties in California and in Anchorage, Alaska.

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Caitlin Harvey is an Architectural Historian with a background in practical preservation methods, as well as historical research and writing. After completing a Masters Degree in Historic Preservation at the University of Oregon, she has spent the last nine years taking the lead on a wide variety of projects, which have included twelve major historic resources surveys and historic context statements, four successful National Register nominations, and numerous Historic American Building Survey projects, Federal Tax Credit applications, Section 106 assessments, EIR cultural resources components, and historic resource evaluations. In 2010, Ms. Harvey established Left Coast Architectural History and has continued to focus on providing quality historic resources consulting in California. Left Coast Architectural History provides historic resource and preservation consultation for individual clients as well as project support for environmental, architecture, and historic resources consulting firms. Ms. Harvey's rec

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Shayne Watson is an architectural historian based in San Francisco, California. She holds a Bachelor of Arts in Art History from UC Santa Cruz and a Master of Historic Preservation from the University of Southern California. Ms. Watson's project experience includes documentation and evaluation of historic places throughout the United States. She is currently the co-director and co-author of the Citywide Historic Context Statement for LGBTQ History in San Francisco; as an extension of that project, Ms. Watson will begin working on a Historypin map of LGBTQ sites in California in fall 2014.

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Mare Island Cultural Landscape Report

Final

Overview

March 2015

Submitted
to
Lennar Mare Island
690 Walnut Avenue
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INTRODUCTION

PURPOSE OF THE CULTURAL LANDSCAPE REPORT

The Mare Island Cultural Landscape Report (CLR) documents and provides treatment recommendations for the eight significant cultural landscapes that are within the portion of Mare Island under the control of Lennar Mare Island. Figure 0-1 identifies and shows the location of these eight cultural landscapes.

Figure 0-1: Location of Cultural Landscapes in the Mare Island CLR.

Key:

1: Alden Park
2: Farragut Plaza
3: Officers' Row
4: Chapel Park
5: Azuar Drive Streetscape
6: M-1 Quarters
7: Club Drive Park
8: Marine Parade Ground

ORGANIZATION OF THE CULTURAL LANDSCAPE REPORT

Section 0.0 of the Mare Island CLR provides an overview for understanding the historical significance of each of the eight landscape sites. Included within this overview is the following information:

OVERVIEW INTRODUCTION

- **Introduction.** This section provides the purpose and organization for the CLR.
- **Mare Island History Overview.** This section provides a summary of (1) the historical events and missions at the Mare Island Naval Shipyard and (2) the development of the island's cultural landscape.
- **Evaluation.** This section provides a summary of the designations and listings at the federal, state, and local levels for Mare Island cultural resources which provide the location of the eight landscape sites included in this CLR.
- **Bibliography.** This section provides a bibliography with a complete list of the references used in preparing the report.

Following this overview, specific information for each of the eight landscape sites is presented in a separate chapter that contains the following information:

- **History.** This section provides information on the key references and resources that were reviewed, a location map, a summary of the evolution of the specific cultural landscape site, and historical images that illustrate this evolution.
- **Description & Analysis.** This section identifies the character-defining features that convey each cultural landscape site's historical significance. Photographs that document the existing conditions are also provided.
- **Treatment Recommendations.** This section provides recommendations for preserving character-defining features and for enhancing the historic character of the cultural landscape; these recommendations are based on the Secretary of the Interior's Rehabilitation Standards and Guidelines.
- **Appendices.** This section provides (1) a site map with the location of key cultural landscape features and (2) an Arborist Report prepared by Baefsky & Associates that identifies the trees and provides recommendations for maintenance, pruning, removal of hazard trees, or other specific tasks.

Information on the individual landscape sites is arranged as follows: Section 1.0: Alden Park, Section 2.0: Farragut Plaza, Section 3.0: Officers' Row, Section 4.0: Chapel Park, Section 5.0: Azuar Drive Streetscape, Section 6.0: M-1 Quarters, Section 7.0: Club Drive Park, and Section 8.0: Marine Parade Ground.

METHODOLOGY FOR THE CULTURAL LANDSCAPE REPORT

National Park Service (NPS) publications were consulted for guidance on preparing the CLR. These included *A Guide to Cultural Landscape Reports: Contents, Process, and Techniques* (NPS 1998a) on the procedures related to research and documentation for cultural landscape, *National Register Bulletin 18: How to Evaluate and Nominate Designed Historic Landscapes* (NPS n.d.) on identifying and analyzing the character-defining features within each of the eight landscape sites, and *The Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for the Treatment of Cultural Landscapes* (NPS 1996) on providing treatment recommendations.

OVERVIEW INTRODUCTION

Research using primary and secondary sources was conducted for information that aided in documenting the evolution of Mare Island's cultural landscape and that provided information for the analysis of the eight landscape sites included in this CLR. The collections in the National Archives and Records Administration (NARA), the Mare Island Historian's Subject Files Collection (NARA MIHSF) located at the NARA Pacific Region branch in San Bruno, the Vallejo Naval and Historical Museum (VNHM), the Mare Island Historic Park Foundation (MIHPF) library, the University of California, Berkeley Earth Sciences Library (UCBESL) Map Room, Pacific Aerial Surveys (PAS), the Historic American Buildings Survey (HABS) collection, and a number of online resources were reviewed. The bibliography in Section 0.4 provides a complete list of the references that were reviewed.

Site visits were conducted by Denise Bradley. The field notes and photographs taken during these visits along with the Arborist Report (prepared by Baefsky & Associates Environmental Landscape Consultants) and the site survey base map (prepared by Carlson, Barbee & Gibson, Inc.) provided the information on the existing conditions for each of the landscape sites.

Treatment recommendations were prepared based on the research, the site analysis, and the guidance in the Secretary of the Interior's Guidelines for the Treatment of Cultural Landscapes.

The individual CLR sections for the eight landscape sites were submitted to the City of Vallejo's Planning Department and Architectural Heritage and Landmark Commission for review and approval.

MARE ISLAND HISTORY OVERVIEW

HISTORICAL CONTEXT FOR THE MARE ISLAND NAVAL SHIPYARD

The following historical context provides an overview of the development of Mare Island. All of this section, except for the final subsection on "Closure", is an excerpt of pages 8 through 16 of the historical context prepared by Mary L. Maniery for the *Integrated Cultural Resource Plan for Army Lands at Mare Island National Historic Landmark* (2002).[1] The subsection on "Closure" is an excerpt from the history in the City of Vallejo's *Mare Island Specific Plan Amendment (2008)*.

1854-1865: Founding of the Navy Base through the Civil War

The founding of the Mare Island Naval Shipyard can be traced to the military occupation of California after the cession of the area from Mexico in the 1848 Treaty of Guadalupe Hidalgo, and the closely related need to preserve civil peace during the chaotic Gold Rush years in California. California, admitted to the Union in 1850, was slow to develop civil institutions to manage the transfer from Mexican authority and the burgeoning Gold Rush population. The United States military, Army and Navy, represented an important stabilizing impact on the civil institutions of California during this period.

While the Army established many small installations throughout California during the 1850s, the Navy established only one base on the West Coast—Mare Island. Mare Island was the only such facility in California for many years.

After the Mexican War, the Navy's Pacific Squadron, consisting of 14 vessels, remained the most obvious representative of U. S. strength in California. As such, the Navy was an important participant in the Gold Rush. Similarly, the Gold Rush had a significant impact on the Navy. With the signing of the Treaty of Guadalupe Hidalgo the Navy was left with the task of defending a nation with two sea frontiers some 2,500 miles apart by land, but 14,000 miles apart by sea. The maritime commerce and trade initiated by the Gold Rush and the growth of San Francisco demonstrated the importance of the new sea frontier in the Pacific. The task of protecting California's shores and the ships that sailed to and from her various ports led to the expansion of the Pacific Squadron as the mightiest naval power on the Pacific (Delgado 1990:123).

In 1852, Secretary of the Navy William A. Graham commissioned a board of naval officers to survey the San Francisco Bay for a protected site for a navy yard. In July of that year the board notified Secretary Graham that they considered Mare Island to be the most suitable location in the region. On the recommendation of the Board of Officers, the U.S. Government bought the island in 1853 for $83,491 and a floating dry-dock was moved into place in the Mare Island Strait (Lott 1954: 8-9, 21).

Based on observations made at the site, one of the board members, Bureau of Yards and Docks Engineer William P. S. Sanger conceived the original plans for the navy yard at Mare Island. The buildings at Mare Island were initially grouped according to the bureau that

[1] Maniery's context was a summary of the comprehensive historical overview of Mare Island in the *Mare Island Historic District National Register Registration Form* (NRHP Registration Form) prepared by JRP Historical Consulting Services in 1996. For a broader view of Mare Island's role in national events and naval history, the reader should refer to this NRHP Registration Form.

oversaw their function. Within the shipyard area shops that dealt directly with ship construction tended to be clustered around dry-docks and building ways, while those associated with manufacturing equipment were grouped at the northernmost end of the yard. The Bureau of Ordnance originally administered two groups of shops under its jurisdiction, one for manufacturing guns and shells in the shipyard and one for storing explosives at the south end of the island. Personnel from the Bureau of Surgery and Medicine oversaw the original dispensary and then later the hospital.

In August 1854, the Secretary of the Navy assigned Commander David Glasgow Farragut to Mare Island as the station's first commandant. Farragut and his Superintendent of Yards and Docks, Daniel Turner, set about construction of the smithery, steam engineering complex, and storehouses (Lott 1954: 24).

During its early years, the shipyard existed chiefly to service commercial vessels, underscoring its role as a stabilizing influence on the development of California and the West Coast. When the base was founded in 1854 the Pacific Squadron consisted of only seven ships. Dozens of commercial ships, as well as ships of foreign registry, docked at Mare Island for repair. By 1858, the importance of the repair facilities at Mare Island for both private and public vessels was being realized. During the Civil War, the yard ensured that ships of the Pacific Squadron were available for service (Johnson 1963: 215; Lott 1954: 31; U.S. Navy 1858).

In 1856, Farragut received a request from the Acting Chief of the Bureau of Ordnance and Hydrography to temporarily store ordnance material at Mare Island. Around the same time the Bureau of Yards and Docks asked for recommendations for a site for a magazine to store ordnance from ships under repair at the Navy Yard. Farragut located the ammunition depot at the southern end of the island. The site was chosen for two reasons: warships could easily unload ordnance there for storage before proceeding to the shipyard for repairs; and the bluffs of up to 300 feet provided the shipyard buildings and personnel natural protection from explosion (Lott 1954:64; Vann 1995).

Given its rather limited function and the relatively few warships in the Pacific Squadron at the time (7 to 14 vessels), the Ammunition Depot remained small during this period. Except for the buildings described above, the depot required few other structures. The size of the Ammunition Depot remained relatively static until after 1892 when the Navy instituted changes in ordnance handling policy.

1866-1897: Civil War to the Spanish-American War

After the Civil War the U.S. Navy lapsed into a period of decline that lasted nearly 20 years. At war's end, the Navy, with over 700 ships, was one of the strongest in the world. Yet by the mid-1870s, the government had auctioned off or sold for scrap more than two-thirds of this force (Alden 1943:282).

The decline in the Navy and U.S. Merchant Marine that followed the Civil War did not have an immediate effect on the shipyard at Mare Island. In 1866, the floating dry-dock serviced over two dozen foreign and domestic ships. This number soon declined as the nation's interest in sea trade waned and the Navy responded by cutting the fleet.

Despite the neglect American naval equipment suffered during this period, in 1872 the U.S. Congress recognized the defensive importance of a well-maintained Pacific fleet to the defense of the nation by authorizing construction of a stone dry-dock at Mare Island. The dry-dock was the Navy's second and the first on the West Coast.

The process of reclaiming the tidelands south of the shipyard began prior to 1898. According to the Sanger Plan, material from the uplands was to fill this area to make it an even grade with the Shipyard North. By 1874, however, the only major improvement to the area was a roadway through the tules and a small pier that served as a landing for the hospital and stables complex (Johnson 1963:108; Lemmon and Wichels 1977: 3; Noel 1978: 242).

The function of the ammunition depot changed little during the early years of this period, with crews from each ship still responsible for the handling and storage of their own ordnance. This being the case, little improvement was needed except for additional storage as the number of ships in the Pacific Squadron increased. After an explosion killed 15 sailors in 1892, the Navy and the Bureau of Ordnance changed the policy of ordnance handling. In addition to having only qualified civilians do the work, the Bureau designated separate facilities for loading and unloading shells. The construction of a filling house and a gun cotton magazine in 1895 appear to reflect this policy change.

Throughout this period the south end of the island was used for pasture and farmland. Hay and grains were grown on the uplands for the many animals used on the island. A vineyard was planted near the location of Magazines 217 and 218 sometime between 1874 and 1878. This vineyard flourished for about 10 years.

Shortly after the establishment of Mare Island Naval Shipyard in 1854, Commander Farragut requested a Marine guard for the safety and protection of the station. It was not until 1862, however, that a contingent of 140 Marines was ordered to Mare Island. Captured and released by the Confederacy while in the Caribbean, the Marines finally arrived at Mare Island in 1863. They were temporarily quartered on the *USS Independence*, and then in the loft of the unfinished foundry. Permanent quarters were not established until 1871 (Lott 1954: 76; U.S. Navy 1863).

1898-1918: Spanish-American War through World War I

During the 1880s and 1890s, the United States watched the major powers of Europe and Asia increase their spheres of influence through territorial expansion. America's program of expansion, including naval expansion, came to fruition during this period and the Mare Island facility grew enormously as a result.

The Spanish-American War (1898) was a momentous event in American history; it gave the United States a colonial empire, and it marked the emergence of this country as a world power. The Spanish-American War also demonstrated that two fleets were needed, for fighting against even one weak empire required operations in two oceans. Congress appropriated $50 million for national defense and the Navy rushed to mobilize. The far western Pacific naval bases were called upon to support the war effort in the Caribbean. In one month the work force at Mare Island almost doubled from 900 to 1,700. Mare Island Naval Shipyard continued to expand in the early 1900s, particularly during [Theodore] Roosevelt's presidency (1901-1908). Before 1900 only 8 ships had been built at the Mare

Island shipyard; in the next 18 years 30 ships were constructed at the building ways, 10 before World War I and 20 during the war years (1914-1918) (Braisted 1971; Lott 1954: 255; Munro 1964).

Mare Island yard crews were busy repairing ships for the Spanish-American war effort on the night of March 30, 1898, when a severe earthquake struck Mare Island, sending brick chimneys and walls and slate roofs tumbling down. The quake severely damaged the Steam Engineering shops at the north end of the shipyard, 14 officers' residences on Walnut Avenue, and the naval hospital building (Lott 1954:125-127; U.S. Navy 1898b; *Vallejo Evening Chronicle* March 31, 1898). The Navy requested $350,000 for repair and reconstruction of 32 buildings at the navy yard damaged in the earthquake. The surgeon-general asked for another $100,000 to rebuild the hospital. The Marine Corps' buildings suffered minor damages with repair costs estimated at $5,425 for damages to the Marine barracks and officers' quarters (U.S. Navy 1898a, 1898b, 1898c).

The development of the waterfront and investment in public works by the Bureau of Yards and Docks was quite remarkable immediately after the Spanish-American War, and the trend continued through the presidency of Theodore Roosevelt. During this ten-year period, 17 officers' quarters, eight civilian employee residences, and 83 workshops, storehouses, offices, and miscellaneous structures were built on Mare Island. The Ammunition Depot, Hospital Reservation, and the Marine Corps area also expanded during this period.

During the nineteenth century, the Navy contracted the construction of most of its vessels to private industry. After the Spanish-American War, Mare Island and other naval yards insisted they be allowed to compete with private yards in shipbuilding. Finally, Mare Island was awarded the contract for building the steel-hulled training ship *USS Intrepid*, a full-masted sailing vessel. The launching of the *USS Intrepid* on October 8, 1904, signaled the emergence of Mare Island as a shipbuilding plant. Mare Island next constructed two steel colliers, the *USS Prometheus* (1908) and the *USS Jupiter* (1912) (Neuhaus 1938). The construction of the two successful collier projects was followed by construction of several smaller river boats in the years leading up to the outbreak of World War I. The only other large ships undertaken at Mare Island prior to the war was the 5,500-ton steel oil tanker *USS Kanawha* and her sister ship the *USS Maumee* (Lott 1954: 147-157).

Many improvements to the shipyard shops, storehouses, dry-docks, and shipways were undertaken at Mare Island to prepare for the coming of the Pacific Fleet in preparation for World War I. But even with all these improvements channel restrictions inhibited access to Mare Island shipyard by the largest battleships and cruisers of the fleet. Thus, Mare Island constructed only one battleship, the *USS California* launched on November 20, 1919. Construction of destroyers remained the yard's specialty. Eight destroyers were launched at Mare Island during World War I and another eight commissioned during the war were launched by 1920. Supplying these vessels (and all others constructed or repaired at Mare Island) with ammunition was the responsibility of the Mare Island Ammunition Depot (U.S. Navy 1916 64:1).

During the mobilization effort, the Navy formulated a six-year building program that included an unprecedented expansion of Navy facilities by the Bureau of Yards and Docks. The preparedness program of 1916 provided for expansion of the fleet and dry-docks, Marine bases, fuel depots, training stations, arsenals, and other shore facilities to service the fleet. A large part of the Bureau of Yards and Docks activities pertained to improving and

equipping Navy yards for the construction of ships. Another of the Navy's immediate needs was trained men, and the Bureau built at least 35 training camps, many of which (like the training camp on the South Shipyard at Mare Island) were erected with temporary structures located on ungraded open space at existing naval facilities (Peltier 1961: 16-17). When the country eventually entered the war, one of the most complete mobilizations of the personnel and materials resources of the country was undertaken (U.S. Navy n.d.a.: 19).

1919-1938: The Inter-War Years

Following World War I, the Pacific Fleet was placed under the command of Admiral Hugh Rodman. To accommodate the fleet, the Navy planned the construction of new shore facilities on the Pacific coast and the enlargement of existing ones. Mare Island obtained waterfront improvements and a dramatic expansion of its shipbuilding capabilities.

The Helm Investigating Commission of 1916 recommended that the San Francisco Bay Area receive the main home base of the Pacific Fleet. However, that commission de-emphasized the importance of Mare Island as a home base because of the impracticality of bringing carriers and larger battleships into the shallow and narrow Mare Island Strait. Nearby San Pablo Bay and the Straits of Carquinez contained limited deep water for anchorage of the fleet. Furthermore, the Mare Island site was as limited in its land base as it was of a deep navigable channel. As the debate unfolded in the years following World War I, the Navy Department clearly favored a mid-bay site.

For various reasons, including a Naval disarmament treaty in 1922, Mare Island evaded an attempt to downgrade its facility to a second-class naval yard. The shipyard retained its designation as the principal West Coast supply depot and its dry-dock facilities remained open for ship repair and refitting. Despite its physical disadvantages, Mare Island fulfilled its mission by improving the navigable channel in San Pablo Bay and Mare Island Strait, making waterfront improvements, modernizing its repair plants, enlarging the supply depot, and upgrading other facilities for the maintenance and operation of Naval forces in the Pacific (Braisted 1971: 225-230, 475-490; Lotchin 1992: 42-43). Mare Island and the other shipyards were kept busy completing shipbuilding work commissioned during World War I.

Mare Island also became the major West Coast submarine repair facility during this time. Special facilities to serve submarines, namely quarters for personnel, special supplies, and some special repair facilities, made it a significant submarine base. Mare Island Naval Shipyard continued to expand its submarine repair base throughout this period and was awarded a contract to build its first submarine in 1925.

The increasing appreciation of the strategic and commercial importance of the Pacific in the interwar years was reflected in the continued growth of the Yard. Shops were rearranged and modernized, transportation and docking facilities extended, and the shipbuilding ways improved. The hospital, ammunition depot, and submarine repair base areas were developed further with modern, Bureau of Yards and Docks-designed fireproof buildings. Mare Island was finally connected to the mainland by a causeway in 1919. An improved causeway was constructed some distance to the north in 1935. The latter structure is still in use (U.S. Navy n.d.b. "Causeway").

Waterfront structures all around the island were rebuilt in the early 1920s to repair the damages done by the marine borer teredo that had invaded Mare Island Channel,

destroying wharfs pilings, and piers. These damages were gradually overcome by the replacement of the wood structures with quay walls, piers, and wharfs constructed of concrete or stone. Much of this work was completed by 1925 using station labor (U.S. Navy 1925).

The 1930s brought fundamental physical changes to Mare Island that opened new areas to construction. One was the removal of Dublin Hill, a tract of high land near 5th and Walnut streets; the other was the reclamation of tule land through the construction of dikes and levees to capture the spoils of channel dredging.

Land reclamation in the 1930s roughly doubled the usable acreage on the island. The low-lying tule lands on the north end of the island were raised above the high tide line and became available for construction of housing, shops, storehouses, shipbuilding, and a proposed aviation field. Areas along the western, southern, and southeastern shoreline were also leveed and diked to reclaim additional acreage for expansion of the ammunition depot, additional berthing slips, and expansion of the south shipyard.

After 1930 the Naval building programs of Japan, and later Italy and Germany, led the United States to reconsider its Naval requirements. During the period of 1933 to 1941, the Navy replaced over 200 obsolete, flush-deck, World War I-style destroyers. Three destroyers, the *USS Smith*, the *USS Preston*, and the *USS Hendley,* were built and launched at Mare Island in 1936 and 1937 (Lemmon and Wichels 1977: 45-48; Potter 1955). The Mare Island shipyard also constructed three submarines between 1936 and 1939—the *USS Pompano*, *USS Sturgeon*, and *USS Swordfish*. The success and popularity of a later improved submarine design set the stage for the mass production of submarines at Mare Island Naval Shipyard that commenced in 1940 (Lott 1954: 198-203; Weir 1991: 42-43, 103-109).

In summary, the post-World War I era was one of disarmament. Building activity on Navy Yards came to a virtual halt after the reduction of arms conference of 1922. Nevertheless, under a 1918 wartime appropriation Mare Island secured a modern shipbuilding plant. In the 1920s Mare Island also obtained a submarine repair base, developed a radio communications center, almost doubled its effective size through reclamation of tidelands, and dramatically expanded and improved its facilities for assembling ordnance and storing high explosives. In the early 1930s, and increasingly after 1933, shipbuilding activities escalated at Mare Island and the other Navy yards.

1939-1945: World War II

Mare Island Naval Shipyard underwent considerable growth as a result of a massive expansion of aircraft and shipbuilding industries during World War II. The number of buildings in the Industrial Department alone increased from 323 to 525 (U.S. Navy 1946).

Naval expansion and defense programs authorized building of combatant vessels and auxiliary, patrol, scout, and miscellaneous craft. Money to build the ships was released to the Bureau of Ships who in turn allotted funds to the Bureau of Yards and Docks to build the facilities to construct and repair the additional vessels (Lane 1951: 36-40; U.S. Navy 1947).

Many of the buildings erected on Mare Island during World War II were constructed as light wood frame temporary buildings. Their construction methods and their vast numbers reflect the emergency expansion of naval activities associated with World War II.

Major groupings of World War II buildings of the more permanent type occur in all sections of the base, but most notably in three areas. The North End was transformed into a major ship assembly plant with huge warehouses, barracks, vast storage yards, shops, and building ways. The Shipyard South area underwent a similar change with several of the major shops from the old shipyard relocating to this area into modem industrial shops, offices, and storehouses. These buildings are closely associated with repair of battle damaged vessels and construction of the larger warships and submarines built at Mare Island during and after the war. The waterfront in the Shipyard South region was also completely redesigned adding significantly to the docking and berthing capabilities of the shipyard. Finally, the Ammunition Depot continued to expand both its productive and storage capacities to handle the huge quantities of ordnance and explosives required by the war effort.

A fundamental redesign of the Shipyard South area resulted from completion of the Finger Piers 21, 22, and 23 in 1942. These three 750-foot long piers integrated into the quay wall system added enough berthing space for 100 ships to be docked and fitted out at any given time. Other buildings were also constructed to support the bustling activity in the berthing areas.

A large number of buildings were constructed to support the Marine Security Detachment stationed at Mare Island to protect the Naval Ammunitions Depot at the shipyard. These buildings included barracks, a canteen and brig, guard and sentry houses, and storage structures. Some of these buildings are within the RSC property at Mare Island.

Prior to the wartime expansion, Mare Island Navy Yard had a usable area of approximately 635 acres. By 1945, the yard covered an area of approximately 1,500 acres, including a substantial tract of reclaimed land at the north end of the island, and contained four dry-docks and eight shipbuilding ways (U.S. Navy 1946).

During World War II, the Mare Island yard was one of the busiest shipyard repair facilities in the Navy. Mare Island repaired some 31 cruisers, 43 destroyer escorts, 84 submarines, 117 auxiliaries, 165 destroyers, nine aircraft carriers, 63 LSTs, and five LCTs. New construction also was undertaken during the war at Mare Island. The Mare Island Naval Shipyard constructed five submarine tenders, 19 submarines, two fuel oil barges, four seaplane wrecking derricks, seven floating workshops, 31 escort destroyers, three tank landing crafts, six water barges, 301 landing craft, and a 500-ton covered lighter during the war. The great majority of these ships were built between 1942 and 1944.

The shipyard was the heart of the base at Mare Island, but the other major commands at the island experienced great changes during the war also. The Marines guarded the island and continued to run the second largest naval prison in the country, prior to its closure in 1946. The ammunition depot maximized its explosive and munitions storage capacity and produced enough ordnance to supply ships constructed at the yard with ammunition. The hospital complex had ever increasing responsibilities caring for the large increase in Navy personnel stationed at the yard and treating battle casualties. The years between 1939 and 1945 were expansive ones for every command on the island.

1946-1996: Cold War Era

For Mare Island, the post-war era—until recently called the "Cold War" era—was both a period of expansion and retrenchment. Many facilities, such as the hospital and prison, closed altogether, and other facilities, such as the Marines detachment, were scaled back. The shipbuilding function, the heart of Mare Island's operation since the early twentieth century, essentially disappeared. Other functions, however, increased considerably, including the repair of nuclear submarines and key training functions. On balance, the Cold War meant for Mare Island a fundamental retrenchment from World War II, including a decline in personnel from 40,000 to about 10,000. The Marine Security Detachment, for example, experienced a significant decrease in its force level at the end of the war. As a result, many of the Marines' support buildings were either abandoned or converted to other uses. Nonetheless, Mare Island remained an important facility in certain key areas.

In addition to the activation and deactivation of ships necessitated by the Korean War, Mare Island was assigned an important role in developing various specialized submarines. This early Cold War submarine work, Mare Island's reputation as the West Coast's submarine shipyard, and a growing emphasis on the submarine by the Navy appear responsible for Mare Island's evolution during the Cold War into a nearly exclusive submarine-oriented shipyard (Ryan 1981).

The Cold War led Mare Island through an evolution from a major Naval Base to an ever smaller facility increasingly dependent upon its industrial activity as the basis for its existence. The frenzied pace of 1945, in which upwards of 40,000 workers were involved in the construction and maintenance of a variety of ships plus countless thousands more in the form of ships' crews, hospital patients, and so forth, was initially replaced in 1946 by an equally frantic downsizing at World War II's end. The long-term trend at Mare Island after 1945 was the deactivation of major facilities and their replacement with a handful of commands and missions of lesser size and importance scattered throughout the base. This trend ended with the final closure of Mare Island as a naval base in 1996.

Closure

In 1989, there were approximately 10,000 employees on Mare Island. The downsizing of the Shipyard workforce began in 1989 due to a number of factors. Defense spending was cut to reduce the national deficit, newer naval vessels required less maintenance, and the end of the Cold War reduced the need for defense facilities and operations. The Base Closure and Realignment Commission (BRAC), in its June 1993 report to President Clinton, recommended the closure of Mare Island. President Clinton approved the Commission's recommendations in July 1993, and the 103rd Congress accepted the decision. When Congress confirmed closure in October 1993, Shipyard employment was limited to approximately 5,800 civilians. The Navy completed its scheduled work by the spring of 1995, and the Shipyard was closed on 1 April 1996 (City of Vallejo 2008: 11).

MARE ISLAND CULTURAL LANDSCAPE OVERVIEW

Cultural landscapes are defined as geographic areas that have been shaped by human activity. They can result from a conscious design or plan, or they can evolve as a byproduct or result of people's activities. Additionally, cultural landscapes may be associated with a historic event, activity, or person or exhibit other cultural or aesthetic values (NPS 1996: 4).

OVERVIEW HISTORY

In the *Mare Island Specific Plan Design Guidelines (Design Guidelines)*, Winter & Company analyzed the evolution of the island's cultural landscape by comparing historical maps that were available from 1898 (when the island still was largely laid out according to the Sanger Plan), 1923, 1944, 1950, and 1971 and developed a typology of certain aspects of the landscape character of the island. These maps and historical photographs, reviewed by Winter & Company, indicated that development patterns on Mare Island were shaped by four primary factors—industrial uses, topography, circulation and access, and the range of military missions on the island. However, the predominant land use—the shipworks—was the primary force that shaped the development of the island's cultural landscape (Winter & Company 2005, I-3 to I-4).

The following discussion of these development patterns is based on excerpts from the *NRHP Registration Form* (JRP 1996) and the *Design Guidelines* (Winter & Company 2005), as noted at the end of individual paragraphs. Other key references included the *Historical Survey of the Mare Island Naval Complex* (Cardwell 1985), an unpublished manuscript (1974) by the late E.D. Wichels which summarized the horticultural history of the island, and references used in the preparation of the individual site histories in Sections 1-8.

Sanger Plan

The original plan for Mare Island was developed by William P. S. Sanger, Civil Engineer of the Navy Department, in the mid-1850s based on site observations he made during the summer of 1852 as a member of the Board of Officers sent to choose a site for a California dock and naval yard. His drawings were then formalized by planners in the Navy Bureau of Yards and Docks (JRP 1996 Section 8: 7; Cardwell 1985: 30).

The Sanger Plan covered the relatively level plateau at the original north end of the island (now, due to fill, the center of the island) and created five central north-south axes: the wharf or quay wall along Mare Island Strait, Dock Street (later renamed California Avenue), Railroad Avenue, Walnut Avenue, and Cedar Avenue (now called Azuar Drive). These axes, which are oriented parallel with the Mare Island Strait shoreline, established the primary orthogonal grid of the island. The first four streets provided access to the various locations within the shipyard area and supporting residential use areas, while Cedar Avenue served as the primary approach to the Marine base and hospital areas. Commander David Glasgow Farragut was sent to establish the new yard and took command on 16 September 1854. Farragut added the island's principal east-west axis, Central Avenue (now called 8th Street) to the plan. This street extended from the ferry slip on the wharf past the central administrative offices (Building 47) to the Commandant's Quarters. For most of the nineteenth century, Central Avenue provided the principal point of entry into the Mare Island Navy Yard. Additional routes across the island were dictated by topography and/or marshlands. Although there were several roads extending to the southern tip of the island, these were either poor and muddy much of the year or else wound around over the high bluffs located at that end of the island (JRP 1996 Section 8: 8; Cardwell 1985: 32).

These roads established a basic framework that separated the land uses on the island into three broad bands or tiers that were organized based on their need for proximity to the waterfront. The first tier contained the industrial land uses associated with the shipyards which required access to Mare Island Strait. The shipyard area was backed by a 100-foot roadway and a second tier with three blocks labeled as park spaces. (Cardwell in his 1985 history noted that at that time the word "park" on the plan did not necessarily mean a

landscaped area but was rather a space which had not yet been assigned a use [Cardwell 1985: 31-32]). The original administration building (Building 47) was built within this second tier, and two major parks, Alden Park and Irwin Park, were ultimately developed on its south and north sides, respectively. These parks provided a buffer between the industrial area and the residential land uses, with the Officers' quarters and the original Marine Parade Grounds and barracks, which were developed in the third tier of the plan. Development during the first two decades followed the Sanger plan with the first major modification coming in 1874 when the stone dry-dock was added by Civil Engineer Calvin Brown. At the end of the nineteenth century, Mare Island closely resembled the plan laid out by Sanger almost 50 years earlier (Winter & Company 2005: I-3; Cardwell 1985: 33).

Land Use Areas

The locations of specific functions were initially influenced by the topography of the island. Munition storage was confined to the island's south end where it was segregated from active uses by the island's natural cliffs and hillsides. The shipyard was constructed on flat lands along the eastern side of the island adjacent to the Mare Island Strait. Accessibility by both land and water also dictated development patterns. Access from San Pablo Bay and Mare Island Strait required that buildings be aligned along the shorefront. The variety of activities required by the Navy created a diversity of land uses that closely resembled a municipality. By the mid-1800s, Mare Island included residences, industrial facilities, medical facilities, office buildings, and designated areas for parks, open lands, and recreational facilities (Winter & Company 2005, I-3 to I-4).

The southern end of the island contained the Naval Ammunition Depot and was the least densely occupied area where the natural landscape remained the least altered, due to its usage over time for munition storage. The landscape here was characterized by open spaces, dotted with magazines. The only area to be intensively developed was the eastern waterfront. Buildings in this area date from the 1850s through the end of World War II, with the majority dating to the two world wars. Ancillary uses located in the south end of the island include a golf course and reservoirs (JRP 1996 Section 7: 10).

The Hospital (occupied today by Touro University) was located just north of the Naval Ammunition Depot near the center of the island (in an east-west direction). This area was intensively developed with large buildings (most pre-dating World War II), an internal circulation system, and formal landscaped spaces.

The Marine Corps Area was located to the west of the Hospital in the areas on the east and west sides of the hillside that separates the east and west sides of the island. The Marine Corps Area was the least cohesive of the areas of the island in terms of the function, dates of construction, and architectural styles of the buildings and other elements of the built environment. The core of the area was the Marine Corps compound, which included a parade ground, barracks from 1917, officers' quarters dating from 1888 that were moved to their present location from elsewhere on the island around 1953, and ancillary buildings (including the Naval prison). The large amount of open land in this part of the island provided the site for an expansive post-World War II housing expansion, and the Marine Corps area came to be dominated by post-1945 residences, most of which are duplexes built in the 1950s and townhouses dating from the 1960s. The curvilinear street patterns within these post-World War II housing areas were also distinct from the established grid patterns in the older residential areas to the east. These modern residential areas (which

ultimately comprised more than half of the Marine Corps Area) were not included within the Mare Island Historic District (JRP 1996 Section 7: 10 to 11).

The Shipyard South was located along the flats on the east side of the island, east of the Hospital and the Marine Corps Area. This was the most exclusively industrial area of the island and was dominated by massive industrial buildings, most of which were built between 1920 and 1945. The open spaces around the buildings were essentially all paved or occupied by railroad tracks. The Shipyard South was bounded on the east by the finger piers and the World War II-era dry-docks (JRP 1996 Section 7: 11).

The Shipyard North was bounded on the east by dry-docks and a long quay wall. Like the Shipyard South area there was virtually no green space within this area, and all open spaces were paved. However, in comparison with the scale of the buildings in the Shipyard South area, this area was dominated by relatively small industrial buildings. This area contains the oldest industrial buildings on the island, and according to the NRHP Registration Form the Shipyard North area is the heart of historical Mare Island and "includes the oldest, most handsome, and historically significant buildings on the island" (JRP 1996 Section 7: 11).

The Residential-Administrative Area was bounded by Shipyard North to the east, the Shipyard South to the south, the Marine Corps Area to the west, and the North End to the north. Historically, this area was built around Dublin Hill, a substantial hill near the center of the natural island. While the hill existed, this area was used almost exclusively for residential purposes and included a broad mix of military and civilian housing. Dublin Hill was removed incrementally during the early twentieth century and was essentially gone by the 1930s. The leveling of this hill provided opportunities to construct large administrative buildings. (The excavated material from the hill was used for fill in the reclamation efforts in other parts of the natural island.) According to the NRHP Registration Form, "[t]his area competes with the Shipyard North when measured using the twin criteria of architectural merit and historical significance" (JRP 1996 Section 7: 11).

The North End consists entirely of fill area that was reclaimed chiefly during the 1920s and 1930s. By the 1930s, the North End had been partially built out but was not used intensively until World War II. However, most of the World War II-era buildings were demolished in the post-World War II era which left much of the land in the North End vacant. Today, the North End can be characterized as having some remnants of the World War II-era expansion, many newer structures, and vast expanses of open space, much of which is paved. Most of the North End was left out of the Mare Island Historic District because of the lack of integrity for the remnants of the pre-1946 built environment and the dominance of post-1945 buildings in this area (JRP 1996 Section 7: 11).

Street Patterns and Circulation

The original street grid was established to provide direct connections between buildings and the shipyards. The physical configuration of the island and the long, unobstructed shoreline ensured direct, multiple routes between the water's edge of Mare Island Strait and the naval facilities. Initially, several east-west streets were constructed at regular intervals to allow for direct links to the waterfront; 8th Street was the earliest, followed by other numbered streets. Other streets ran the length of the Island and parallel to the waterfront (California Avenue, Railroad Avenue, Walnut Avenue, and Cedar Avenue/Azuar Drive). The intersection of these two street layouts created a strong orthogonal street grid that became

the primary organizing element for development. All major streets aligned with the original orthogonal grid established by the Sanger Plan, with the exception of South Railroad Avenue, which wound through the munitions receiving and storage areas. Streets and avenues accessing major administrative facilities and larger-lot residential development also aligned on the Sanger Grid.

At the southern end of the Island, a change in the natural topography from level land to undulating hills resulted in a winding, curvilinear road that linked the shipyards to the munitions storage area. The road in this area hugged the base of the hills and continued around the island, paralleling the shoreline and connecting to munitions storage facilities on the southeastern end of the island.

By 1950, the older established internal grid networks in the post-World War II housing that was added in the Marine Corps area on the western side of the island were supplemented with new concentric and curvilinear streets layouts that reflected the emerging master planning and urban design principles of the era. The curvilinear streets did not reflect established development patterns but instead responded to the nearby undulating shoreline. Three high-density, residential post-World War II developments in Coral Sea Village, Farragut Village, and Guadalcanal Village were laid out along curvilinear street patterns (Winter & Company 2005: I-11).

Landscape Character within Use Areas

Most building orientation arrangements on Mare Island reflected the historic grid established by the Sanger plan. The majority of buildings aligned with street edges, resulting in view corridors down major streets. There are three notable exceptions to this rule. Bunkers and munitions storage facilities located atop the hill at the south end of the island were sited along topographic contour lines, historic housing located atop the knoll overlooking munitions storage also followed contours, and some industrial buildings flanked railroad tracks that did not align with the Sanger Grid (Winter & Company 2005: I-12).

Building setbacks varied according to land use. In the industrial areas, the majority of buildings aligned to create a distinct development edge along the street. The primary factors in determining industrial building setbacks were the amount of exterior storage as dictated by building function and/or land use and access requirements such as the need for rail access and any turning movements and associated radii for the railroad tracks. There were several very long and narrow buildings whose setbacks allowed for rail access between the buildings. Individual rail spurs required additional space to ensure adequate turning radii (Winter & Company 2005: I-12).

Residential setbacks varied according to housing type and density (which was dictated by the rank of military personnel), the location of the housing, and its date of construction. The historic Officer's Quarters along Walnut Avenue was set back from the street to allow for expansive front lawns, street trees, and sidewalks which created a landscaped streetscape along Walnut Avenue. Smaller single-family homes flanking Cedar Avenue were also set back from the street, although their setbacks were not as deep as those along Walnut Avenue. The presence of these setbacks in the residential areas resulted in a distinctive street character that readily differentiated the areas of residential development from other parts of the island. Vegetation located in these setbacks helped to create both

physical and visual buffers between the streets and adjacent land uses. Trees also help give character to the street itself, particularly along Walnut and Cedar avenues, the north-south aligned streets (Winter & Company 2005: I-11 to I-12).

Because Mare Island was under single ownership, individual parcel lines and public right-of-way boundaries were generally not established. However, by the end of the nineteenth century, separate and distinct residential lots in the Officers' Quarters along Walnut Avenue had been created. Historical photos dating from the 1920s residential show lot lines in the Officers' Quarters area delineated by fences and internal access roads. The landscapes within these individual lots were shaped by the families living in each quarters and so the arrangement of features (placement of outbuildings, location of gardens, pedestrian paths, etc.) varied from lot to lot (Winter & Company 2005: I-11).

Open Spaces

Several open space and park elements contributed to the overall character of the island and within the historic core of the island provided buffers between different land use areas. These included a plant nursery, a cemetery, three designated parks, a parade ground, and various recreational facilities.

A nursery was established between the original Marine Corps Area and the Officers' Quarters. This area included fields for growing or storing plants, flower gardens, and greenhouses. The nursery continued to appear on historic maps until 1950 (Winter & Company 2005: I-11).

A cemetery was designated at the southeastern end of the Island. It is shown on all maps and has remained the same size and general configuration since 1889 (Winter & Company 2005: I-11).

A Parade Ground was established in conjunction with the Marine Corps area. As the Marine Corps area expanded to the west, the Parade Ground was eventually relocated and no longer served as the primary organizing element for the base. In 1953, Building 866 was constructed on the site of the original Parade Ground and both the building and associated storage and surface parking utilized the entire area of the former parade ground. A new Parade Ground was designated adjacent to the Marine Headquarters Building (M-37) and became the focal point for the Marine Corp area (Winter & Company 2005: I-12).

Through the end of the nineteenth century, the two original designated park areas—Alden Park and Irwin Park—occupied entire blocks of the Sanger Grid on either side of the Administration Building. During the first half of the twentieth century, industrial and administrative land uses expanded into the areas adjacent to these parks and building densities increased. Alden Park remained largely intact. However, by 1923, a number of buildings had been constructed on the western edge of Irwin Park, alongside Railroad Avenue. Additional buildings were added over time, and by 1971, what had been Irwin Park was reduced to a small strip of land flanking Walnut Avenue. An additional park space was designated as a result of the construction of the St. Peter's Chapel in 1901. Chapel Park, as it became known, was located at the southern end of Walnut Avenue and buffered the historic Officers' Quarters housing development from the encroaching industrial development along Railroad Avenue. During the early twentieth century the trees in these three parks along with the street trees along Cedar Avenue, and the trees on the Hospital

grounds (including today's Clubhouse Drive Park) formed a spine stretching the length of the developed part of the island (Winter & Company 2005: I-12).

As housing on the island expanded, additional recreation facilities were introduced in the open space areas. Historical maps show tennis courts, baseball diamonds (some include bleachers), softball fields, children's playgrounds, volleyball courts, swimming pools and wading pools, and basketball courts. In 1944, Morton Field, located at the intersection of Causeway Road and Walnut Avenue, was established. At this time, industrial facilities were extended out to Sears Point Road and active recreation facilities were introduced into this portion of the island (Winter & Company 2005: I-11 to I-12).

Vegetation Features

The industrial areas of the island were largely devoid of green spaces and their open spaces were dominated by pavement. Formal landscape features such as street trees, lawns, and foundation plantings were confined to the administrative and residential areas. Administration buildings, including Building 47 and those at the Hospital, had formal entrances and were surrounded by expansive green spaces and garden areas. The designated parks (i.e., Irwin, Alden, and Chapel parks) also were landscaped with trees, shrub groupings, and lawns. With the exception of the landscape immediately adjacent to the Naval Ammunition Depot quarters and the area for the golf course, the open spaces in the munitions areas on the south end of the island and along the western edge of the island were not formally planted. The history of the development of the designed landscape areas—including the 12 landscape sites identified as contributing resources to the Mare Island Historic District's significance[2]—reflected these general patterns. The specific histories of the designed landscapes for the eight landscape sites covered in this CLR are described in the chapters on each.

Overarching the history of the individual landscape sites is the history of the introduction and use of plant materials on Mare Island which came to be known for its wide variety of introduced species. Written records from 1854, by Commodore Farragut and others in his original group who established the naval yard, noted that in addition to tule grass, there were groves of California live oak, toyon, and buckeye on the bluffs at the southern end of the island. Within a few years, local plant materials were being added to the island's landscape, initiating Mare Island's tradition of introducing new vegetation and increasing the horticultural diversity on the island. One of earliest additions was a gift of California walnut trees from Alameda County in 1858 and a wagon shipment from the Monterey area of a large number of native plant materials about the same year. Wichels noted, in his horticultural history of the island, that this shipment resulted in the creation of "several parks" of which only Alden Park and the Mare Island Cemetery remain in some form today. These park areas were originally planted with "many hundreds of Monterey cypress, a few Monterey Pines, and some California Sycamore from the Big Sur region" (Wichels 1974: 1).

[2] Twelve landscape sites were identified as contributing resources to the Mare Island Historic District. These landscapes included (1) the Mare Island cemetery, (2) palm trees near Building 505 in the radio station complex, (3) the landscape around the Naval Ammunition Depot quarters, (4) the Hospital grounds, (5) Clubhouse Drive Park which contains the remnants of the setting for the Chief Medical Officer's Quarters, (6) Chapel Park, (7) Officers' Row on Walnut Avenue, (8) Alden Park, (9) Farragut Plaza in front of Building 47, (10) the landscape around the Marine Commandant's quarters, (11) the palm trees in the streetscape along Azuar Avenue, and (12) the Marine Corps Parade Ground (JRP 1996 Section 7: 73).

A major change in the character of the vegetation on Mare Island began in 1868. In August of that year Commodore James Alden assumed command of the Navy Yard. Previous commandants believed that the climatic conditions and prevailing summer winds precluded the growth of large trees on the island. Alden concluded otherwise and shipped in a schooner full of shade, fruit, and ornamental trees including pine, poplar, locust, almond, apple, olive, bay, elm, eucalyptus, apricot, fig, and willow (JRP 1996 Section 8: 19; Lott 2005: 97-98). Alden left after only seven months but this tradition of bringing plants on ships bound for Mare Island continued. During the late 1860s plants from the East and Gulf Coast were brought to the island. Wichels notes that "this was probably influenced by the fact that the successive commandants were easterners and yearned for eastern foliage. Because of the long voyage time between the Atlantic Coast and the Pacific Coast by sailing vessel . . . only deciduous varieties were brought, and these during the dormant season" (Wichels 1974: 2).

During the late 1870s through the 1880s, horticultural additions included a shipment of silk oaks from the Channel Islands off Santa Barbara and "the largest single shipment of nearly a hundred varieties came from Norfolk Island which lies several hundred miles east of Sydney" (Wichels 1972); the two iconic bunya-bunya trees in front of the Administration Building were identified by Wichels as having been a part this shipment. In 1888, someone (usually identified as a Vallejo minister) brought a slip taken from a wisteria plant (which was supposedly over 200 years old) located at the San Gabriel Mission in southern California back to the island. This slip grew into the wisteria that covered the porch and a later brick trellis on the south side of the Administration Building (Wichels 1972; Wichels 1974). When the brick trellis and wisteria in front of the Administration Building was removed in 1962, Wichels planted a slip of the wisteria in his yard and gave starts to other people from his plant (Lemmon 1985: 7); a wisteria currently located in the southeast corner of Alden Park likely came from Wichels' plant.

Many varieties of eucalyptus trees were introduced during this period for street trees, around residences, and in the park areas. Additionally, blue gum (*Eucalyptus globulus*) trees were used extensively in creating a landscape buffer that stretched from Alden Park to Club Drive Park and included the trees in Chapel Park and along the east side of Azuar Drive; this buffer created a visual separation between industrial and residential land uses. The establishment of this buffer occurred during a period during, in the late nineteen and early twentieth centuries, when the mass planting of trees throughout California was viewed as a way to address concerns over timber as a diminishing resource and as a way to improve the land. During this era, tree planting was part of a popular philosophy that advocated afforestation for a wide variety of benefits. Charles Shinn, one of the first to address horticulture and landscape design through the lens of California's growing conditions, recommended in his *Pacific Rural Handbook* that "[a] judicious planting of tall and well foliaged trees . . . breaks the wind, ameliorates the climate, saves fuels, and adds beauty to the landscape in summer and winter (Shinn 1878: 30). Contemporary forestry management principles of this era resulted in densely planted, even-aged stands of trees which were set out in a regular pattern with equidistant spacing. Stands were often planted with a single species, and the nonnative eucalyptus became the species most closely identified with these large afforestation efforts. This species became so widespread in the California landscape that Robert Santos observed in his narrative history of the tree that "[i]t is difficult to imagine what California would look like [today] without the seemingly omnipresent eucalyptus" (Santos 1997:4). Tree plantings, often a large scale, were undertaken

throughout California by private individuals, municipalities, and the military.[3] Although some of the Club Drive Park stand was removed by the Navy for development, rows of blue gum eucalyptus still remain in that stand and at Alden Park, Chapel Park, and in Quarters G in Officers' Row as examples of this late nineteenth century forestry practice on Mare Island.

A *Tree Inventory and Evaluation Study* prepared for the island's trees in 1993 noted that "just as the architecture of Mare Island mirrors the history of this country through various periods, so do the landscape plantings. The trees planted in the Alden Park and Captains Row [Officers' Quarters] area in the late 1800s reflect the expansionist, colonial attitude of the age. Trees from Australia, China, Japan, and the Western Pacific dominate the plantings" (DeLorenzo Associates 1993: II-1). David Streatfield, who has written extensively on the gardens of California, characterized the tendency of many immigrants to attempt to adapt a new environment and make it more familiar by infusing elements from the places left behind. Alden's initial importation of plants from the eastern United States onto Mare Island was an example of this type of landscape adaptation. Streatfield also noted that California gardens were soon influenced by the availability and use of an extraordinarily wide range of plants. California's nurseries helped to fuel this explosion of plant materials by providing a wide variety of plants—ones that were familiar to the East Coast, ones that had been grown in California during the Spanish and Mexican periods, and ones that were considered exotic (many from Australia). Nurserymen and gardeners experimented to see what types of plants would grow in California's ornamental gardens. By the close of the nineteenth century California gardens encompassed a "daring experimentation with new plant material" (Streatfield 1985: 62-65; Streatfield 1994: 37). On Mare Island, this experimentation was reflected in the tradition of ships bringing plants from exotic locales to the island and then in the twentieth century by trial plantings undertaken in association with the U.S. Department of Agriculture.

In 1925, the Shipyard entered into a relationship with the U.S. Department of Agriculture's Division of Plant Exploration and Introduction, Bureau of Plant Industry. The island served as an arboretum to test the introduction of new imported drought resistant varieties. These included five varieties of acacias (Wichels does not provide the variety names in his history), coralbush, and several varieties of *Tamarix*. Wichels noted that between 1937 and 1940 "a large number of other plants were introduced" but that space permitted him describing only a few.[4] This relationship with the Bureau of Plant Industry lasted until the beginning of

[3] Other examples of this type of large-scale eucalyptus planting on military installations in the Bay Area include the Presidio of San Francisco, Angel Island, Fort Baker, and Fort Miley.

[4] He listed the following: four varieties of Persica nectarines, a bottlebrush of a variety not commonly found in nurseries, a dwarf black mulberry from China (the last specimen died in the late 1960s), *Albizzia thorelli* from China, *Alconsoa acutifolio* from Peru, a Buddleia from 7,000 feet elevation in interior China, Celastrus from China, a clematis(from 9,000 elevation in Afghanistan (it had died by 1972), Desmodium from the Punjab in India via a "New Jersey Station" which "didn't like Mare Island and died," two hollies from Nanking China planted between Quarters M and N, several species of lantana from Peru (but "which resemble varieties obtainable in all nurseries"), *Rhododendron aroreum* from Madras India (he noted that it required high temperatures and had been planted in the shade and had "not succeeded"), *Fuschia arborescen* from Ceyon which was characterized by winter flowering (but had not grown well in the Mare Island climate), a jujube from China that grew "exceedingly well" and was located in Quarters A, a Hakea from Australia located at Quarters A (in 1974) and which was one of only two specimens in California (the other was in the City Park of Benicia), a *Cryptocarya amiersii* from Chile at Quarters H (the only other know specimen was in Capitol Park in Sacramento), and the only Jacaranda on Mare Island at Quarters O (Wichels 1974).

World War II. These efforts as well as the oversight and management of the island's horticulture were overseen by E. B. Burgle and James Wilson, who served as the successive head gardener for the Shipyard. The island's nursery was located in the area between the Marine Base and the Officers' Quarters and included a nursery, flower gardens, and greenhouses; this area appears on historical maps up until about 1950 (Wichels 1974; Winter & Company 2005: I-11).

During the late nineteenth and early twentieth centuries, palms were closely identified in popular culture with California and were a common plant choice for a wide range of landscape settings throughout the state including as street trees and on the grounds of public institutions, large estates, and modest homes. They were easy to obtain, affordable, hardy, and considered to be modern expressions of the "California" landscape. In particular, the Canary Island palm was a favored species for street tree plantings because it had a wide canopy in comparison to other palm species and so cast a deeper shade (Farmer 2013: 361-375). On Mare Island, palms were planted at various time in the yards at officers' quarters, on the hospital grounds, and along the streets. In the 1920s, the Navy appears to have undertaken a major street tree planting project that added palms along a portion of Azuar Drive, to Club Drive in front of Club Drive Park, and around the northern and eastern edges of the Hospital Reservation, along 14th Street and Railroad Avenue. Canary Island date palms were used along Azuar and Club drives, and both California fan and Canary Island palms were used in the plantings along 14th Street and Railroad Avenue.

Many of the early plantings from the late nineteenth century have been lost due to the realignment of streets and the development of former green spaces for industrial uses as the Shipyard expanded. Additionally, droughts during the first 10 years of the twentieth century and again in the early 1920s led to the loss of many plantings because of the prohibition against irrigation that was imposed due to the island's limited water supply. Examples of trees species that remain from this early period of planting include locust, catalpa, poplar, ailanthus, and the American elm (Wichels 1972; Wichels 1974).

The horticultural character of the island changed in the decades between the two world wars when older plantings were removed—some due to disease and some to mission changes that led to land use changes—and new species gained prominence on the island. For example, the streets in north Mare Island were planted with black acacia in the 1920s because this species was considered drought tolerant; the acacias thrived until they were removed due to the World War II construction in this part of the island. In the early 1920s, a blight destroyed most of the remaining Monterey cypress on the island; these were replaced with other varieties of conifers including giant sequoia, coast redwood, Douglas fir, Sitka spruce, and Jeffery pine (all purchased in 1929) which came to be the dominant evergreen species. Rhododendron and azalea varieties brought in from Mendocino and Humboldt counties were added during the 1920s. In other cases, certain varieties of trees simply did not flourish and only a limited evidence of their use remains—for example, the native dogwoods planted throughout the Officers' Quarters area in the late 1920s and flowering Japanese cherries which were planted to line the causeway in the 1920s.

The horticultural character of the island continued to be altered by the changing popularity of plants through the closure of the Shipyard in 1996. For example, in the 1970s when a tree was removed, the policy was to plant a new tree, and the favored species at that time were Southern magnolia, birch, California incense cedar, giant sequoia, pistachio, podocarpus, camphor, ash, or Chinese elm. The favored flowering trees and shrubs used

during the 1970s included arbustus, pittosporum, rhahiolepais, leptospermum, oleander, and camellias. Within the Officers' Quarters area, the plantings around the houses changed frequently due to the preferences of officers and their families who added and removed plants during their stays on the island (Wichels 1972; Wichels 1974). Interest in the horticultural history of the island was a source of community pride and led to several documentation efforts including the development of walking tours and brochures and the labeling of trees by the Mare Island Officers' Wives Club in the 1970s, 1980s, and 1990s (Mare Island Officers' Wives' Club ca. 1973, 1989, and 1993).

EVALUATION

As the oldest shipyard and naval facility on the West Coast, Mare Island has been recognized for its historic significance by the federal, state, and local governments.

The eight landscape sites in this CLR have been identified as contributing to the historic significance of Mare Island as part of these previous evaluations and designations. No additional evaluation of these eight landscape sites was undertaken in this CLR. Rather, the focus has been to identify the character-defining features that convey each landscape's historical significance and to provide treatment recommendations for the preservation and rehabilitation of these character-defining features in order to ensure the preservation of the landscape's historical significance.

The following is a summary of the designations and listings that have been made for the Mare Island cultural resources at the federal, state, and local levels and identifies status of the eight landscape sites within each.

NATIONAL HISTORIC LANDMARK

National Historic Landmark (NHL) designation is made by the Secretary of the Interior and is reserved for significant historic places that possess exceptional value or quality in illustrating and interpreting the heritage of the United States. This designation is the highest level of federal recognition available for historic resources (NPS 2011a).

A portion of the Mare Island Naval Shipyard was designated as a NHL on 15 May 1975. This listing was divided into four geographically distinct areas or groupings and included 50 buildings and structures, 42 of which are extant.

Area A is the Historic Core which contains some of the most significant structures on the island, including the oldest shops, some of the oldest residences, the post chapel, the first dry-dock constructed on the West Coast, and the main administration buildings. Alden Park, Farragut Plaza, the Officers' Quarters, and Chapel Park are located within NHL Area A.

Area B is the U.S. Naval Weapons Annex at the south end of the Island. It contains munitions storage facilities and the original base cemetery. None of the landscape sites in this CLR are located within NHL Area B.

Area C is the hospital complex. This elongated area along Azuar Drive (formerly Cedar Avenue) contains three nineteenth century buildings that are not physically contiguous but were grouped together due to their visual connection along Azuar Drive. The landscape around the Marine Commandant's Quarters and the palms along Azuar Drive are located within NHL Area C.

Area D includes the four relocated officers' quarters which were moved to a small tract south of the Marine Corps Parade Ground around 1953. The original location of these quarters (1888) was on the north side of the Sanger Plan parade ground. None of the landscape sites in this CLR are located within NHL Area D.

The entire NHL is located within the Mare Island Historic District boundaries (See National Register of Historic Places below) and the Specific Plan Area.

OVERVIEW EVALUATION

NATIONAL REGISTER OF HISTORIC PLACES

The National Register of Historic Places (National Register) is the nation's official list of cultural resources that have been identified as being worthy of preservation. Authorized under the National Historic Preservation Act of 1966, as amended, the National Register is part of a nation-wide program to coordinate and support public and private efforts to identify, evaluate, and protect America's historic and archeological resources. Listed properties include districts, sites, buildings, structures, and objects that are significant in American history, architecture, archaeology, engineering, and culture (NPS 2011b).

The Mare Island Historic District was listed in the National Register on 21 January 1997. The National Register nomination for the Mare Island Historic District was prepared by the U.S. Navy in 1996 as part of their compliance with federal cultural resources regulations during the base closure procedures. The National Register Registration Form provided the following summary statement of significance:

> *The Mare Island Historic District is significant at the national level, with a period of significance extending from 1854 to 1945. It is significant under National Register criteria A, C, and D in the areas of: military history (Criterion A), relating to its role in defense of the nation during the Civil War, Spanish American War and World Wars I and II; industry (Criterion A), relating to its preeminence among shipyards on the West Coast during nearly the entirety of its period of significance; architecture (Criterion C), relating to its important collection of architectural specimens from many eras; engineering (Criterion C), relating to its inclusion of distinguished examples of structural engineering; and archeology—historic, non-aboriginal (Criterion D), relating to the known and predicted presence of subsurface deposits that contain information important to our understanding of the history of Mare Island shipyard, 1854-1920*
> (JRP 1996 Section 8: 1).

As nominated by the U.S. Navy, the Mare Island Historic District includes 502 buildings, structures, and landscapes and one archaeological site comprised of 27 separate features. These buildings, structures, and landscapes are not individually listed on the National Register but are identified as contributing resources on the Registration form. The area within the district and the contributing features provide the basis for the California Register of Historical Places and City of Vallejo historic district designations.

Twelve landscape sites were identified as contributing resources to the Mare Island Historic District; these included Alden Park, the Mare Island cemetery, Clubhouse Drive Park, Chapel Park, Farragut Plaza, the hospital grounds, the landscape around the Marine Commandant's quarters, the landscape around the Naval Ammunition Depot quarters, Officers' Row on Walnut Avenue, palm trees along Azure Drive, palm trees near Building 505 in the radio station complex, and the Marine Corps Parade Ground (JRP 1996 Section 7: 73).

Eight of these 12 landscape sites—Alden Park, Clubhouse Drive Park, Chapel Park, Farragut Plaza, the landscape around the Marine Commandant's quarters, Officers' Row on Walnut Avenue, the palm trees along Azure Drive, and the Marine Corps Parade Ground—are included in this CLR.

OVERVIEW EVALUATION

CALIFORNIA STATE HISTORICAL LANDMARK

State Historical Landmarks are sites, buildings, features, or events that are of statewide significance for their anthropological, cultural, military, political, architectural, economic, technical, religious, experimental, or other historical value (California OHP 2011).

The entire area within the Mare Island Historic District was listed as California State Historical Landmark No. 751 in 1979 due to its status as the "First U.S. Naval Station in the Pacific" (City of Vallejo 2008: 27).

CALIFORNIA REGISTER OF HISTORICAL RESOURCES

The California Register of Historical Resources (California Register) is the state version of the National Register program. For the most part, the California Register parallels the National Register in the criteria it provides for listing and protection. Pursuant to enabling legislation enacted in 1992 (AB 2881) the California Register automatically includes California properties formally determined eligible for or listed in the National Register, as well as all local listings and all California State Historical Landmarks beginning with listing No. 770 (California OHP 2011).

The Mare Island Historic District is automatically included on the California Register based on its National Register listing and includes the boundaries and the same 502 buildings, structures, and landscapes and one archaeological site identified as contributing resources in the National Register district (City of Vallejo 2008: 28).

CITY OF VALLEJO HISTORIC DISTRICT

In 1999, the City of Vallejo Preservation Ordinance of the Vallejo Municipal Code (Chapter 16.38) was amended to include the Mare Island Amendment. The Mare Island Historic District, which is coterminous with the National Register Historic District, was then designated as a local historic district. For local regulatory purposes, all the contributing resources identified in the National Register Registration Form, including the 12 landscape sites, are also defined as contributing resources under the Mare Island Amendment and to the local historic district (City of Vallejo 2008: 28).

CITY LANDMARK DESIGNATION

Concurrent with the creation of the Mare Island Historic District in 1999, the City designated each of the 42 surviving NHLs as a City Landmark (City of Vallejo 2008: 28).

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State of California ♿ The Resources Agency Primary #
DEPARTMENT OF PARKS AND RECREATION HRI #
PRIMARY RECORD
Trinomial
NRHP Status Code
Other Listings
Review Code Reviewer Date

Page ____ **of** ____ ***Resource Name or #:** (Assigned by recorder) _____
P1. Other Identifier: _____

*__P2.__ **Location:** □ **Not for Publication** □ **Unrestricted**
***a. County** _____ **and** (P2c, P2e, and P2b or P2d. Attach a Location Map as necessary.)
***b. USGS 7.5' Quad** _____ **Date** _____ **T** __; **R** ___; __ □ **of** __ □ **of Sec** __; _____**B.M.**
c. Address _____ City _____ Zip _____
d. UTM: (Give more than one for large and/or linear resources) Zone __, _____ mE/ _____ mN
e. Other Locational Data: (e.g., parcel #, directions to resource, elevation, decimal degrees, etc., as appropriate)

***P3a. Description:** (Describe resource and its major elements. Include design, materials, condition, alterations, size, setting, and boundaries)

***P3b. Resource Attributes:** (List attributes and codes)_____

P5a. Photograph or Drawing (Photograph required for buildings, structures, and objects.)

***P4. Resources Present:** □ Building □ Structure □ Object □ Site □ District □ Element of District □ Other (Isolates, etc.)
P5b. Description of Photo: (view, date, accession #) _____
***P6. Date Constructed/Age and Source:** □ Historic □ Prehistoric □ Both

***P7. Owner and Address:**

***P8. Recorded by:** (Name, affiliation, and address) _____

***P9. Date Recorded:** _____

***P10. Survey Type:** (Describe)

***P11. Report Citation**: (Cite survey report and other sources, or enter "none.")

***Attachments:** □NONE □Location Map □Continuation Sheet □Building, Structure, and Object Record
□Archaeological Record □District Record □Linear Feature Record □Milling Station Record □Rock Art Record
□Artifact Record □Photograph Record □ Other (List): _____

State of California X The Resources Agency Primary #
DEPARTMENT OF PARKS AND RECREATION HRI#

BUILDING, STRUCTURE, AND OBJECT RECORD

***Resource Name or #** (Assigned by recorder) _____ ***NRHP Status Code** _____
Page ____ **of** ____

B1. Historic Name: _____
B2. Common Name: _____
B3. Original Use: _____ B4. Present Use: _____
***B5. Architectural Style:** _____
***B6. Construction History:** (Construction date, alterations, and date of alterations)

***B7. Moved?** ☐**No** ☐**Yes** ☐**Unknown** **Date:** _____ **Original Location:** _____
***B8. Related Features:**

B9a. Architect: _____ b. Builder: _____
***B10. Significance: Theme** _____ **Area** _____

Period of Significance _____ **Property Type** _____ **Applicable Criteria** _____
(Discuss importance in terms of historical or architectural context as defined by theme, period, and geographic scope. Also address integrity.)

B11. Additional Resource Attributes: (List attributes and codes) _____
***B12. References:**

B13. Remarks:

(Sketch Map with north arrow required.)

***B14. Evaluator:** _____
***Date of Evaluation:** _____

(This space reserved for official comments.)

State of California - The Resources Agency **Primary** #
DEPARTMENT OF PARKS AND RECREATION **HRI** #

DISTRICT RECORD

Trinomial

Page _____ **of** _____ ***NRHP Status Code**

***Resource Name or # (Assigned by recorder)**

D1. Historic Name: _____ D2. Common Name: _____

***D3. Detailed Description** (Discuss overall coherence of the district, its setting, visual characteristics, and minor features. List all elements of district.):

***D4. Boundary Description** (Describe limits of district and attach map showing boundary and district elements.):

***D5. Boundary Justification:**

D6. Significance: Theme _____ **Area**
Period of Significance _____ **Applicable Criteria**
(Discuss district's importance in terms of its historical context as defined by theme, period of significance, and geographic scope. Also address the integrity of the district as a whole.)

***D7. References** (Give full citations including the names and addresses of any informants, where possible.):

***D8. Evaluator:** _____ **Date:** _____

Affiliation and Address:

_____

State of California - The Resources Agency
DEPARTMENT OF PARKS AND RECREATION

LOCATION MAP

Primary #
HRI#
Trinomial

Page _____ **of** _____ ***Resource Name or #** (Assigned by recorder) _____

***Map Name:** _____ ***Scale:** _____ ***Date of map:** _____

State of California ♁ The Resources Agency Primary #
DEPARTMENT OF PARKS AND RECREATION HRI#

SKETCH MAP

Trinomial

Page _____ **of** _____ ***Resource Name or #** (Assigned by recorder)

***Drawn by:** _____ ***Date of map:** _____

SurveyLA

Los Angeles Historic Resources Survey

FIELD GUIDE TO SURVEY EVALUATION

FiGSS USER MANUAL
Group 7 Field Surveys

City of Los Angeles
Department of City Planning

Office of Historic Resources
&
Systems and GIS Division

Rev. May 2013

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SURVEYLA FIELD GUIDE TO SURVEY EVALUATION
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1.0 INTRODUCTION AND PURPOSE

The City of Los Angeles, Department of City Planning, Office of Historic Resources (OHR), in collaboration with the Getty Foundation and the Getty Conservation Institute (GCI), is completing SurveyLA, a multi-year project to identify and record historic resources in a city that comprises 466 square miles and 880,000 legal parcels. The sheer size and complexity of Los Angeles, combined with the fact that only about 15% of the city has been previously surveyed to identify historic resources, makes a citywide survey an extreme challenge.

During SurveyLA's initiation phase (2006-2009) the OHR worked with the Planning Department's Systems and GIS Division staff, the California State Office of Historic Preservation, and a team of historic preservation and GIS consultants to develop innovative survey tools and methods that meet accepted federal and state survey guidelines and standards and provide cutting-edge approaches to conducting field work. These include a citywide Historic Context Statement and a customized mobile Field Guide Survey System (FiGSS). Professional surveyors tested these tools during a series of pilot surveys and played a significant role in finalizing methods for the conduct of the multi-year citywide surveys, which started in 2010. For information on SurveyLA's Phasing Plan see www.preservation.lacity.org/node/448.

This Field Guide to Survey Evaluation (Field Guide) is a training and user manual for historic preservation consultants and interns to learn about and implement the survey methods specifically developed for SurveyLA.

2.0 SURVEYLA STANDARDS

SurveyLA complies with best practices, standards and guidelines set forth by the National Park Service (NPS) and California State Office of Historic Preservation (OHP) in publications referenced in this Field Guide including:

- *Archaeology and Historic Preservation: Secretary of the Interior's Standards and Guidelines,* National Park Service
- *Guidelines for Local Surveys: A Basis for Preservation Planning,* National Park Service
- National Register Bulletin*: How to Complete the National Register Registration Form,* National Park Service
- National Register Bulletin*: How to Complete the National Register Multiple Property Documentation Form,* National Park Service
- *Instructions for Recording Historical Resources,* California State Office of Historic Preservation
- *Technical Assistance Bulletin #8, User's Guide to the California Historical Resources Status Codes,* California State Office of Historic Preservation

See Appendix G for associated web sites.

3.0 HISTORIC CONTEXT STATEMENT AND THE MULTIPLE PROPERTY DOCUMENTATION APPROACH

In accordance with the California OHP and federal guidelines for surveys, SurveyLA is context-based, which requires the completion of a citywide Historic Context Statement (HCS). The NPS has adopted standards to guide context-based surveys and the preparation of historic context statements in the *Secretary of the Interior's Standards for Preservation Planning.* As well, the NPS has developed the Multiple Property Documentation (MPD) approach to streamline the identification and evaluation of thematically-related historic properties as outlined in the National Register Bulletin, *How to Complete the National Register Multiple Property Documentation Form*.

The SurveyLA HCS uses the MPD approach. The narrative document identifies contexts and themes that represent the city's architectural, social and cultural history, links those themes to extant representative property types, and provides a framework for property type evaluation through the development of Eligibility Standards, known as Registration Requirements in the MPD approach. This is further explained and illustrated in Sections 8.0-10.0 of this Field Guide.

3.1 HCS Organization and Content

Using the MPD format, the narrative HCS includes the components listed below:

Contexts and Related Themes
Patterns of physical and/or cultural development
Narrative Statement(s) of Significance
Geographical Location(s) where likely to occur
Period(s) of Significance
Area(s) of Significance

Property Types
Property Type Description and Significance
- Character-defining and associative features

Eligibility Standards (Registration Requirements)
Associative qualities
Character-defining features
Integrity aspects and considerations

Evaluation Criteria
National Register of Historic Places
California Register of Historical Resources
City of Los Angeles Historic-Cultural Monument
City of Los Angeles Historic Preservation Overlay Zone or Historic District

Applicable Criteria (National Register/California Register/L.A. City)
Event (A/1/1)
Person (B/2/2)
Design/Construction (C/3/3)
Information Potential (Archaeology) (D/4/4)

4.0 FIELD GUIDE SURVEY SYSTEM (FiGSS)

The HCS framework has been used as the basis for developing the FiGSS, a custom mobile field application designed to conduct SurveyLA field work. The overall concept behind the FiGSS is to provide surveyors with the information they need in the field to identify and evaluate resources according to defined contexts and themes and in an efficient and consistent manner. Sections 8.0-10.0 of this Guide provide step-by-step instructions for using the FiGSS.

4.1 FiGSS Equipment Specifications and Standards

The FiGSS is designed for use in the field with a tablet PC or laptop. The OHR provides consultants with the mobile application, preloaded with information relating to specific survey areas (See Section 7.0). Consultants are responsible for providing their survey teams with appropriate hardware and software required by the technical specifications of the FiGSS as follows:

Hardware: System: Tablet PC or laptop (with backup batteries)
OS: Windows XP (SP 3 and up); Vista (SP 2); Windows 7 (64 bit OS)
Processor Speed: 2.0GHz or faster
Memory: 2+Gb Hard Drive: 160GB

Software: Microsoft .Net Framework 3.5
ArcView 9.3.1 (SP 1; possible SP upgrades may be required)

Camera: Digital, 4+ Megapixels. Best if lens is wide-angle 24 to 28mm; extra batteries. The ratio of the width to height measurements must equal 1.33.

Permissions: Windows 7 environments need to set up a User Account Control Setting to “Never notify” level.

5.0 SURVEY TEAM REQUIREMENTS

Surveyors are deployed in the field in teams of two, and multiple teams may be working in a survey area at any one time.

5.1 Consultant Qualifications

At least one surveyor from each team of two must meet or exceed the Secretary of the Interior's Professional Qualifications Standards in the fields of history, architectural history, or historic architecture; be familiar with the MPD approach; and have previous field survey experience. Consultants meeting these qualification standards are responsible for making historic resource evaluations. To maximize field time, it is expected that consultants assign field work to surveyors based on their particular area(s) of specialization, expertise, and experience. All consultants are required to attend classroom and field training in the use of the FiGSS and HCS prior to conducting field work for SurveyLA.

5.2 Intern Assistance

The OHR strongly encourages consultants to use interns with education and training in disciplines related to historic preservation and/or with specialized knowledge of survey areas and contexts. Interns may assist consultants with field work, photography and field survey follow-up research. Interns are required to attend training sessions. The "Sources of Additional Information" listed in Appendix G includes useful reference materials for interns to learn more about the survey standards and approaches applied to SurveyLA.

6.0 SUMMARY OF FIELD SURVEY SCOPE AND METHODS

6.1 Survey Scope

General Requirements

a) The overall focus of SurveyLA is to identify properties and districts **that are significant** within the contexts developed for the HCS and to provide the appropriate California Historical Resource (CHR) Status Codes (see Sections 6.4 and 6.5).

b) For each survey area (and to the extent available), information relating to properties of historic, social and cultural significance is pre-loaded in the FiGSS based on research completed for development of the HCS, pre-field research provided by interns and volunteers, and community input from SurveyLA's public participation program. This information appears as a green-shaded GIS data layer on the FiGSS application, and is called the OHR Data Table. Surveyors are expected to survey properties identified as

important through pre-field research and community outreach activities even if they do not appear significant in the field (e.g. extensive alterations).

c) All survey work is completed from the public right-of-way (from vehicles or on foot as needed).

d) Properties are evaluated in the field using the HCS in accordance with National Register and California Register criteria as well as for local eligibility as potential City Historic-Cultural Monuments and HPOZs.

e) With the exception of b) above, properties that lack integrity, fall outside the period of the survey, or do not appear to have contextual significance are not , photographed or evaluated and are recorded with a CHR Status Code of 7RQ (part of a SurveyLA Reconnaissance Survey – not evaluated). In other words, all properties within a survey area will have a CHR Status Code assigned although they may not all be evaluated for significance.

f) No hard copy California State DPR forms are prepared or submitted by consultants; the field survey database stores data needed to create the DPR forms and the forms can be generated as reports by the OHR on an "as needed" basis.

g) Surveys generally do not include the following (which appear as layers on the FiGSS survey maps):

- Properties constructed after 1980 (exceptional properties may still be recorded or "flagged" for future consideration at the discretion of the surveyor).
- Individual resources and historic districts (including HPOZs) that are designated (federal, state, or local). For individual resources, there may be some verification (updating) of existing conditions in the field where appropriate (e.g. when a property no longer appears eligible).
- Community Redevelopment Area (CRA) surveys conducted within five years of a SurveyLA survey (no CRA surveys conducted after 2012).
- Historic Preservation Overlay Zone (HPOZ) surveys completed within five years of a SurveyLA survey (submitted to OHR as complete but not designated).

h) For information on photography requirements refer to Sections 4.1 and 14.2.

Individual Resources and Non-Parcel Resources

Consultants identify individual properties and non-parcel properties that appear eligible for designation according to the citywide HCS. Non-Parcel resources are generally those that are not located within the boundaries of a parcel and do not have street addresses. These may include street trees, natural features, medians, streetlights and bridges.

a) Digital photographs are required for individual properties and non-parcel resources that appear to be significant and are recorded as eligible for designation.

b) Resources that require additional research or that have little or no visibility from the street and cannot be evaluated are “flagged” by field surveyors for follow up. Based on the survey data, the OHR provides the consultant with a report listing resources needing additional research. Follow-up research may be completed by OHR interns and volunteers.

c) For properties with little or no visibility, surveyors may still assign CHR Status Codes based on existing information which would serve as a high indicator for significance (e.g. information may be preloaded in the FiGSS).

d) The FiGSS application has a feature which is used to auto-generate bullet point architectural descriptions required on the DPR Primary Record form. This includes a series of drop downs lists from which the consultant selects descriptive information relevant to a resource and free text boxes.

Historic Districts

Consultants identify potential HPOZs and historic districts based on reconnaissance surveys, historic tract and subdivision maps, and other information, to identify those that appear significant. The FiGSS allows surveyors to draw and edit district boundaries electronically in the field based on field observations and no additional mapping is required.

Potential Districts/HPOZs

a) Consultants use the FiGSS in the field to identify contributing resources, non-contributing resources, and those needing additional research.

b) Digital photographs are taken of all properties within the potential district boundaries as well as context views and important features of the district as a whole.

c) Narrative district description and significance statements are completed for each district (the OHR has developed a standard format for content and structure).

d) Where applicable, and in consultation with the OHR, survey information for previously identified potential historic districts is updated/verified in the field, including new photographs (generally surveys completed over five years ago).

e) Individually significant properties may be identified within areas surveyed as potential districts/HPOZs and recorded according to the process discussed above.

Planning Districts:

f) The OHR has developed a CHR Status Code of 6LQ for neighborhoods or areas that do not meet eligibility standards for designation, but that are identified as “Planning Districts” for purposes of the New Community Plan

program (generally retains overall character and consistent features as a whole).

g) Individually significant properties may be identified within Planning Areas and recorded according to the process discussed above.

6.2 Applying Eligibility Criteria

All recorded resources are evaluated for significance in accordance with National Register of Historic Places (NR), California Register of Historical Resources (CR), and City criteria for evaluation (Historic-Cultural Monument or HCM and Historic Preservation Overlay Zone or HPOZ).

Eligibility Standards have been developed for property types relating to each theme of the HCS to guide the evaluation of resources and historic districts according to NR, CR and City criteria for significance. Eligibility Standards are based on an understanding of known examples of important property types in relation to the above criteria. The standards take into account the physical and associative qualities a property type must have as well as integrity requirements. For the FiGSS, Eligibility Standards are presented as itemized lists which field surveyors check in the field as appropriate and applicable.

6.3 Guidelines for the Evaluation of Significance

The OHR has developed the following guidelines for the applicability of CHR Status Codes for SurveyLA in consultation with the SurveyLA Advisory and Review Committees, staff of the California OHP, and SurveyLA consultants:

For SurveyLA, the quality of significance, or strength of the association of a property to a context/theme, is generally the same for NR, CR and local eligibility. The differences lie in integrity standards and age requirements. Often, properties determined only locally eligible have particular significance within a specific neighborhood and may not be significant citywide. As discussed above, Eligibility Standards provide surveyors with the information needed to evaluate significance according to NR, CR and local criteria. Property types associated with each theme in the HCS include general Eligibility Standards that relate to the strength of the association of the property type to a theme, and then Character Defining/Associative Features for the property type, Integrity Considerations and Integrity Aspects. Each of these is expressed in bullet point lists for ease of use in the field and varies depending on whether significance is based on physical characteristics and/or associative values.

SurveyLA methodology applies the aspects of integrity in a similar way for CR and local level of significance, with more aspects of integrity required for NR. In some cases, a resource of exceptional local significance may be determined eligible for designation as a City Historic-Cultural Monument with less aspects of integrity than may be required for the CR (such as the Boyle Hotel in Boyle Heights). Exceptions also occur in the case of local Historic Preservation Overlay Zones where integrity

standards for the district as a whole may be less than what is required for CR and NR. Note that the CR, HCM and HPOZ criteria do not include age requirements (may be younger than 50 years of age).

6.4 SurveyLA and the California Historical Resource Status Codes

The OHR has worked with the California OHP to develop and adopt variations of the CHR Status Codes for specific use with SurveyLA. These codes follow the logic established for the CHR Status Codes and are in the 6 and 7 categories. They apply to individual properties as well as to potential historic districts and their associated contributing/non-contributing features.

See Appendix F for a list and explanation of the SurveyLA and CHR Status Codes. Below is a summary of their application as part of the FiGSS.

6.5 FiGSS Applicable Codes

Field surveyors apply the following CHR Status Codes when evaluating properties for SurveyLA. Asterisks identify those codes developed for SurveyLA:

3S – Appears to be eligible for NR as an individual property through survey evaluation

3CS – Appears to be eligible for CR as an individual property through survey evaluation

5S3 – Appears to be eligible for local listing or designation through survey evaluation

6LQ* – Determined ineligible for local listing or designation as a historic district through a survey process; neighborhood or area may warrant special consideration for local planning

6Y – Determined ineligible for NR by consensus through Section 106 process – Not evaluated for CR or Local listing

6Z – Found ineligible for NR, CR or Local designation through survey evaluation

7SQ* – Individual property assessed for significance in accordance with the SurveyLA Multiple Property Documentation approach, but does not meet eligibility standards

7Q* – Potential historic district assessed for significance in accordance with the SurveyLA Multiple Property Documentation approach, but does not meet eligibility standards

7RQ* – Individual property identified in a SurveyLA Survey – Not evaluated

QQQ* – Additional research needed

All applicable CHR Status Codes are applied to individual resources and historic districts/HPOZs. For example, a property eligible for the NR, CR and HCM will receive 3S, 3CS, and 5S3. A property eligible for the CR and HCM will receive 3CS and 5S3.

7.0 INTRODUCTION TO THE FIELD GUIDE SURVEY SYSTEM (FiGSS)

This FiGSS Guide and the training sessions assume that the user is familiar with ArcView software and how it functions.

7.1 General Tips and Backup Instructions

- Arrange for tablet drop off and pick-up by contacting David Dieudonne (213-978-1432; David.dieudonne@lacity.org) in the Department of City Planning's Systems and GIS Division.
  Copy Fae Tsukamoto (fae.tsukamoto@lacity.org) and Janet Hansen (janet.hansen@lacity.org); 213-978-1191 on all emails to David. You may also contact Janet or Fae for drop-off/pick-up if David is not available.

- Use the desktop shortcut provided to open the application. Do not open the application from ArcCatalog.

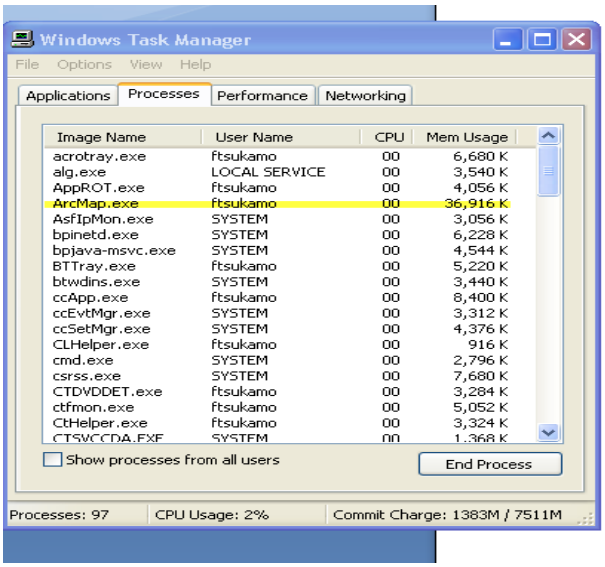
- To speed up the application, close ArcCatalog and any other windows or processes.

- Single vs. Double clicking - The FiGSS is generally designed for single clicking except when closing a polygon as part of mapping or merging historic districts. Double clicking may cause errors in the application.

- If you click too fast and the map area appears white or freezes, click on the (redraw) button.

- While in the application, wait for menus to pop up. By clicking numerous times, the application will freeze. Do not click items too fast. It can take up to 20 seconds for a menu to appear (**SurveyLA 20-second rule before re-clicking**). If there is a bug or the data cannot be found, a message will pop up immediately, so wait for the next menu to appear.

- If the application does freeze or crash, close out the application and open up the Task Manager to see if there are any hanging processes left from the crash/freeze. Click on the Processes tab, click on 'arcmap.exe' and then click on 'end process' to terminate any open process (see below).



- Do not use the “ESC” key to terminate any process in the application.

- Do not “zoom to layer” from the table of contents as some of the layers are citywide and the redraw generation can freeze/slow the application. It is much better to use the zoom-in/out icons provided on the Arcmap toolbar.

- Do not use MS Office Photo Wizard to upload images as this program creates issues with the database and can freeze the application. It is much safer to use the photo managing software that comes with your camera.

- Be aware that a low battery can cause problems with the application and create unusual system errors. Check the battery before going into the field. It is a good idea to record the field errors and, when returning to the office, plug in the laptop and try to reproduce the same error. This may help determine if an error is application related or system related. Carry backup batteries at all times.

Backup Procedures:

DATABASE (Mandatory)

- Open ArcCatalog and go to C:/SurveyLA folder. You will be copying your GeoDatabase and MXD from this location.
- Connect your hard drive to your laptop and find out your USB connection. It differs for each laptop as it may be an "E:/" or possibly a "F:/" drive connection.
- In ArcCatalog go to "File" then "Connect to Folder" option and add the USB connection to your Catalog tree as this will allow you to copy and paste strictly in Catalog.

- COPY and PASTE to your back up location:
    - OHR.gdb
    - Survey_OHR.mxd

PHOTOS (Optional)

- Open Windows Explorer and go to C:/Program Files/NSG/OHR Figgs.
- Right click on "Images" folder.
- Copy and Paste your images through Explorer to your desired location.
- Note - this will be a backup of all photos taken.

IMAGES (Mandatory)

- Open Windows Explorer and go to C:/SurveyLA directory.
- Right click on "IMAGES" folder and copy and paste to your desired location. Note - this will be a backup of only the photos linked to the tables.

Replacing the MXD:

If the mxd get corrupted

- Go to C:/SurveyLA folder and rename Survey_OHR.mxd (if its corrupted) to Survey_OHR_OLD
- Rename the backup MXD provided to Survey_OHR.mxd
- Make a copy of this new mxd as another backup

7.2 Logging FiGSS Application Problems

- For issues that arise in the field which interfere with your ability to continue field work, contact David Dieudonne (213-978-1432; david.dieudonne@lcity.org) and/or Fae Tsukamoto (213-978-1420; fae.tsukamoto@lacity.org) by phone immediately. You may also contact Janet Hansen (213-978-1191; janet.hansen@lacity.org) if David or Fae are not available. Follow up by email as needed (following the instructions below).

- For non-emergency issues (you can continue with field work) keep a running log. For problems that relate to specific parcels (APNs) or addresses, record the APN/address as part of your comments and take a screen shot. Create a bookmark in the area of concern. Describe in narrative format what you were doing when the problem occurred and provide screenshots. Identify the name of the machine on which the problem occurred.

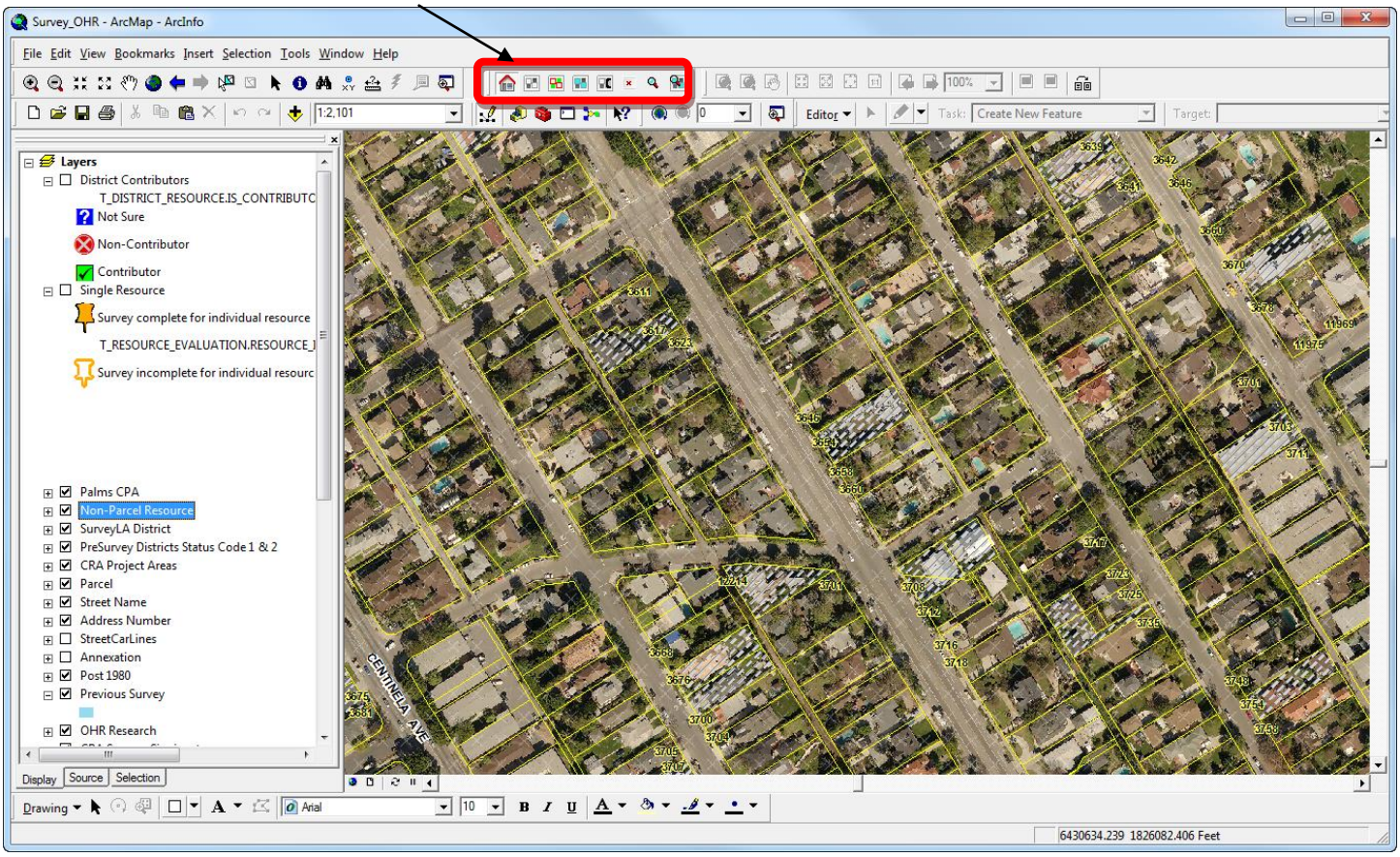
- When e-mailing information on problems include David, Fae, Janet and the survey area project manager(s) in the "send to."

- If after reporting a problem it seems to "go away" (e.g. does not happen again), please let us know so that we can remove it from our problems/issues log.

7.3 Getting Started

To start, select the shortcut on the desktop labeled Shortcut to Survey_OHR.mxd. After a loading screen, this will bring you to a screen like the one shown below. The SurveyLA tools are in the highlighted toolbar.

FiGSS Toolbar (select to start)



FiGSS Toolbar

Individual Resource Record a new individual resource

Non-Parcel Resource Record/Reshape/Review/Edit non-parcel resource

Historic District

Create new district

Select district from map

Select district by name

7RQ Button

This button assigns the selected property a Status Code of 7RQ, indicating the property is located within a survey area, but was not evaluated.

View/Edit Individual Resource Button

This button takes you to the "View Resource" screen which displays and allows editing to data recorded on an individual resource.

View/Edit District Contributor Button

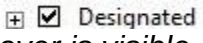
This button takes you to the "District Contributor" screen which displays and allows editing to data recorded on a selected contributor/non-contributor.

7.4 The Map

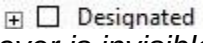
The map layer takes up a large portion of the screen when ArcView is opened. It allows for the manipulation and selection of large areas, and is how individual resource, non-parcel resource and historic district recordings will be made.

The map layer contains numerous layers that can be toggled on to offer more information. The map can be zoomed in and out via the mouse wheel. Rotating the mouse wheel forward will zoom the map out, and rotating the mouse wheel backward will zoom the map in. There are also preset map zooms in the Scale box of the toolbar. *Note that some map layers will only be available at certain zoom levels.*

To make a layer visible, the check box next to the name must be selected, as shown below:



Layer is visible



Layer is invisible

In addition, the plus sign next to the check box can be clicked to expand the layer and allow a view of what is included in that layer, if available.

7.5 Pre-Loaded Data and Data Layers

The Planning Department has gathered and consolidated information from a variety of sources into a standardized table, which is preloaded into the FiGSS. Data relating to designated and previously surveyed resources are included as well as the California State Historical Resources Inventory (HRI), the Community Redevelopment Agency's Historic Resources Database (dated 2006), and information gathered as part of SurveyLA community outreach efforts. Outreach

efforts focus on obtaining information relating to areas and resources with social, cultural and historical significance which would not be readily identified during field work.

Table of Contents - Data Layers

Note: A property may have overlapping shading or outlines (for example, a property surveyed multiple times and designated). You may need to turn off layers to see each layer that applies.

Ortho Map (2008)

Post-1980 Resources (parcels shaded)

Note: Post-1980 properties are generally outside the scope of SurveyLA and should not be surveyed unless exceptional.

 Historic Streetcar Lines

Previously Surveyed Properties and Districts

Note: To find previously recorded survey information on the categories below, click the Identify button on the toolbar and click within the polygon or shaded area on the map.

HRI (parcels shaded)

Note: Any Los Angeles parcel listed in the State Historical Resources Inventory.

 Designated (parcels shaded)

Note: Any Los Angeles parcel listed in the National Register and/or California Register (or other State designation program) or a designated local landmark (HCM) or district contributor (HPOZ).

 HPOZ Potential (parcels shaded)

Note: Any parcel in an area that is a potential HPOZ (designation in process). These areas will not be surveyed.

 OHR Data Table (parcels shaded)

Note: Properties in the research table compiled by the OHR which includes a variety of sources of information.

Previous Surveys (parcels shaded)

Note: Includes previous large-scale surveys submitted to the OHR in digital format.

 CRA Significant (parcels shaded)
Note: Any parcel listed as significant in the CRA survey (2006) database.

CRA Survey Area Boundaries (boundaries outlined and cross-hatched)
Note: Boundaries of a CRA area surveyed between 2007 and 2012.

Pre-survey District (boundaries outlined)
Note: Districts recorded prior to SurveyLA (created from the State HRI data).

Annexation (boundaries outlined)
Note: Area that was annexed or consolidated into the City of Los Angeles.

CRA Project Area Boundaries (boundaries outlined)

Industrial Zoning (parcels shaded)

SurveyLA Recorded Resources

Missing CTPs (Individual Properties)

Confirmed (Individual Properties)

Push Pin – Individual resource survey complete, fully evaluated

Hollow Push Pin – Individual resource survey incomplete, resource identified but not fully evaluated

Non-parcel Resource – Survey complete, fully evaluated

Non-parcel Resource – Survey incomplete, identified not fully evaluated

SurveyLA Potential District (boundaries outlined)
Note: A district recorded during SurveyLA

District Contributors and Non-contributors

Contributor

Non-contributor

Not sure

7RQ Properties – Indicates parcels considered but not evaluated for SurveyLA

8.0 RECORDING INDIVIDUAL RESOURCES

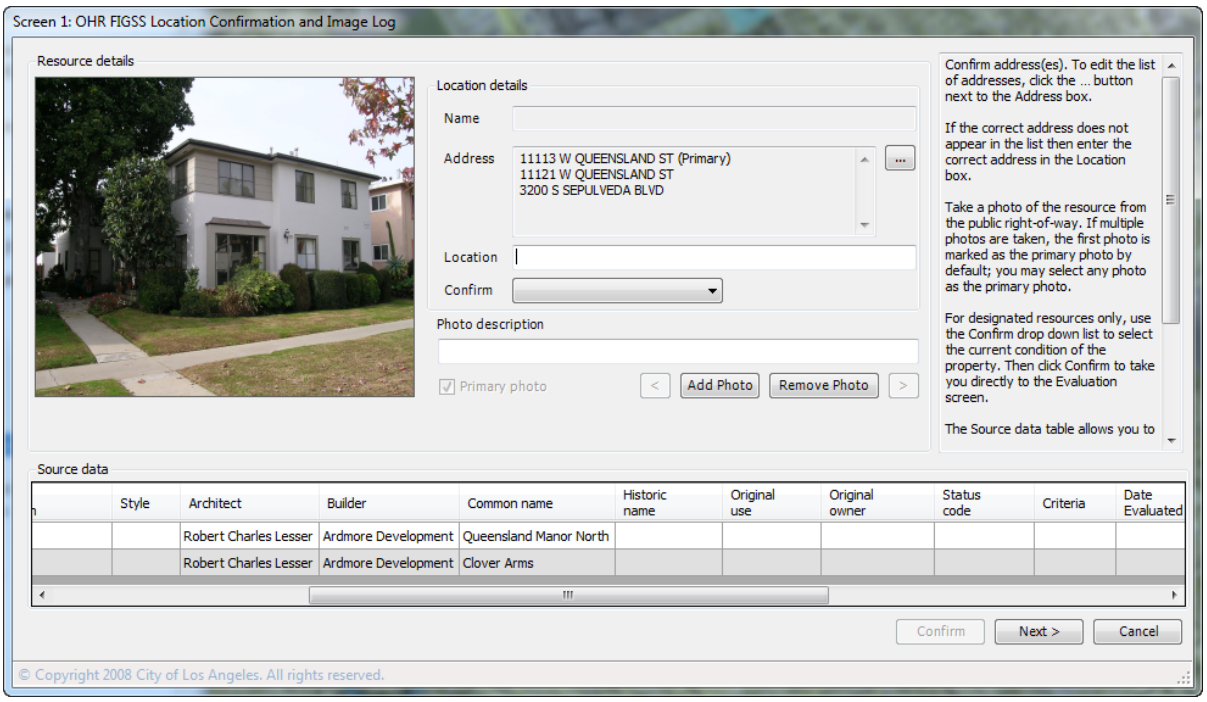
Getting Started

Step 1 – Begin surveying individual resources by clicking on the “Individual Resource” (house) icon on the FiGSS toolbar.

Step 2 – Map ID

On the map click once in the middle of the resource you want to evaluate. Most often this will be a building and you will click in the middle of the roof. You are recording the actual location of the resource, not simply the parcel on which it is located. Note that if there are two or more individually significant resources on a parcel you want to evaluate, click in the middle of each resource when recording. There may be a delay in the FiGSS response – follow the SurveyLA 20-second rule.

8.1 SCREEN 1 – Location Confirmation and Image Log screen

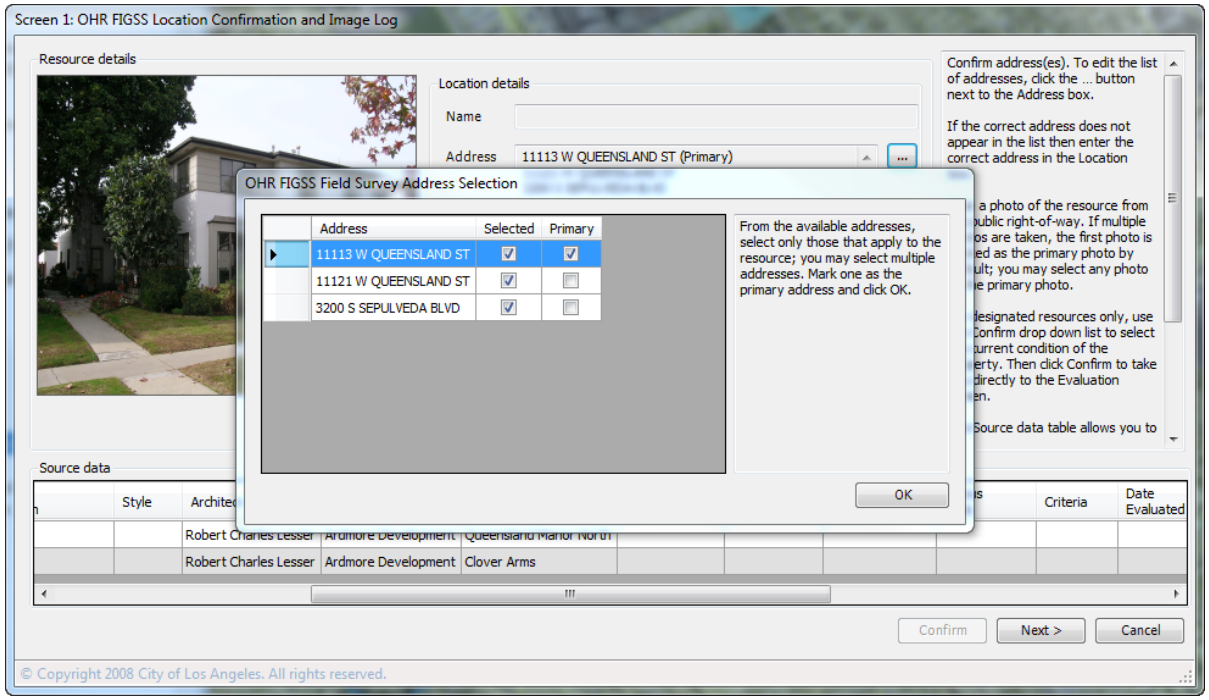


This screen confirms the address(es) of the resource, updates designated resources and adds photographs. Name is not required and is for recording non-parcel resources.

The Source data table at the bottom of the screen includes preloaded data as discussed in Section 7.5. This information is for reference only (is not editable), and in some cases may help you make decisions regarding when to continue with a resource evaluation or when to update information on a designated resource.

Step 3 – Address Verification

Verify the address or addresses that apply to this resource displayed in the "Address" box. To edit the list of addresses, or to select a new Primary address, click the ... button. If the address or addresses on the resource do not match any of the addresses displayed on the screen, then deselect them by clicking in the box next to the address. Enter the correct address(es) in the "Location" field using a format similar to the "Address" field. If the resource clearly has an address, but no address(es) appear in the Address box, then type the address in the "Location" field. You may also use this field to add free text to clarify the location of a resource (e.g., located behind the primary residence at 3011 Castle Street).



Step 4 – Photograph

Using your digital camera, take photo(s) of the resource from the public right-of-way. To download, connect your camera to the tablet/laptop using the camera cable. Open Explorer and navigate to the C:\Program Files\NSG\OHR FiGSS\Images directory. Download the picture(s). To add photos for the resources, click "Add Photo" on the screen and select from the thumbnails by double-clicking on the photo.

When necessary for clarification, include any relevant details (e.g. “resource obscured by trees”) in the “Description” field. Do not spend excessive time writing photo descriptions. If more than one photo is taken, click the “Primary photo” button to select the primary. Use the “Remove Photo” button to delete unwanted photographs. Note: All properties require at least one photograph to move forward with the recording process.

Step 5 – Confirm Button

This step has limited uses as indicated below. Do not use the Confirm function for other reasons without consulting with the OHR.

- **To update information on a designated resource:** Select from the drop down “Confirm” menu. Take an updated photo as instructed under Step 4. Click “Confirm” to complete the process. This will take you to the “Evaluation” Screen 7. “General comments” is a required field for confirmed resources.

Step 6 – If a property is not designated, click “Next” to continue with the survey and evaluation process.

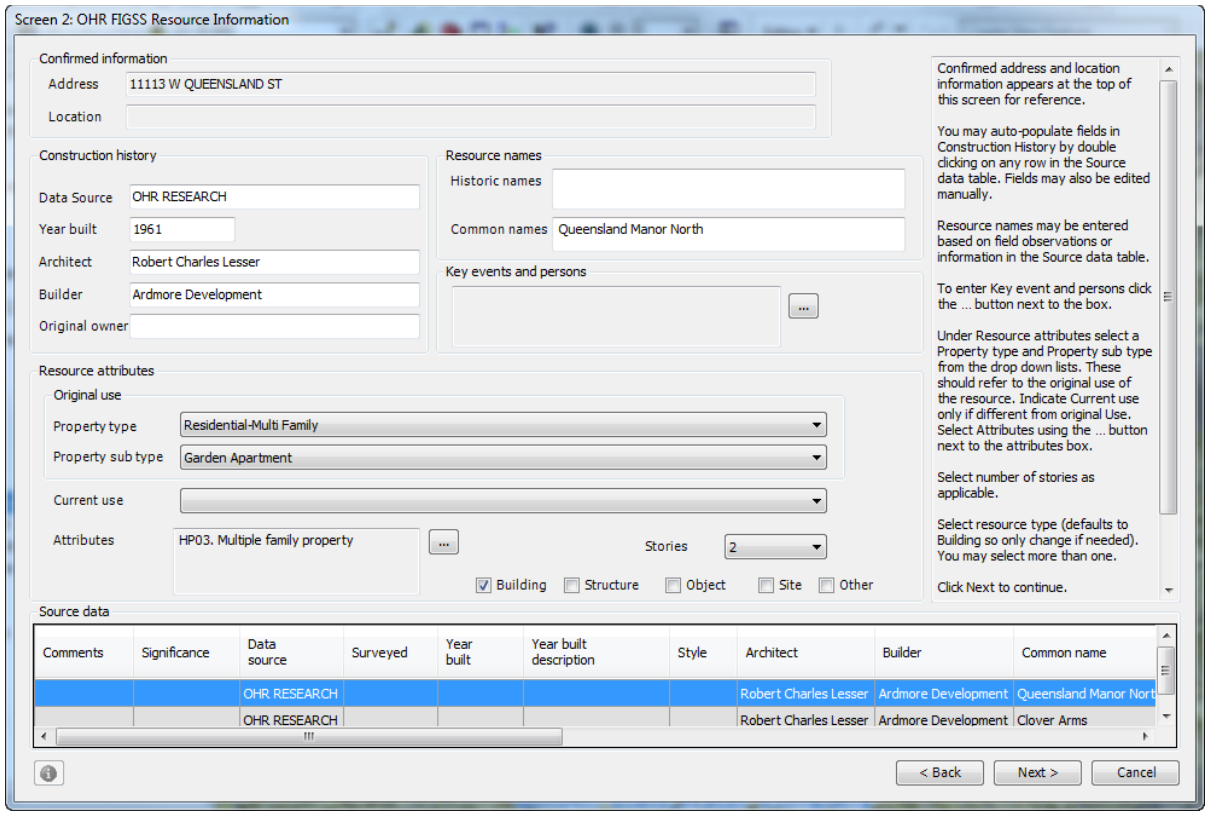
Note: The Cancel button will not record any information on the resource.

8.2 SCREEN 2 – Resource Information

The “Resource Information” screen is used to record available data on the resource. The “Confirmed information” at the top of the screen shows the primary address and/or location entered on Screen 1 and is not editable.

The “Year built” will be auto-populated from County Assessor data (if available). If no date appears, type one in based on visual observation of the resource and type “Visual estimate” in the Data Source field. You should also change the auto-populated assessor date if you believe it is not correct based on visual observation or research sources such as building permits. If you change the date, correct the Data Source to reflect “Visual observation,” “Building permit” or other relevant source of information.

Enter Common Name and Historic Name where relevant. This is particularly important for commercial, institutional, and industrial resources.



Step 7 – The “Source data” table at the bottom of the screen contains the pre-loaded data discussed in Section 7.5 and corresponds to the data fields listed in the “Construction History” section of this screen. This table is not editable. Use the scroll bars (up and down) to view all data in the table. If there is no preloaded data the table will be blank.

Auto-populate “Construction History” fields with data by double-clicking on the row of the “Source data” table with the most relevant data. You can only select one row to auto-populate, but you may edit the fields manually with information from any row. You may also type over auto-populated data.

Step 8 – Property Type and sub-types should relate to original uses. **T**he “Property Type” defaults to Residential – Single-Family. If this is not correct, select from the drop down list. Then select the appropriate “Property Sub-type” from the drop down list. Type and sub-type are required for all resources.

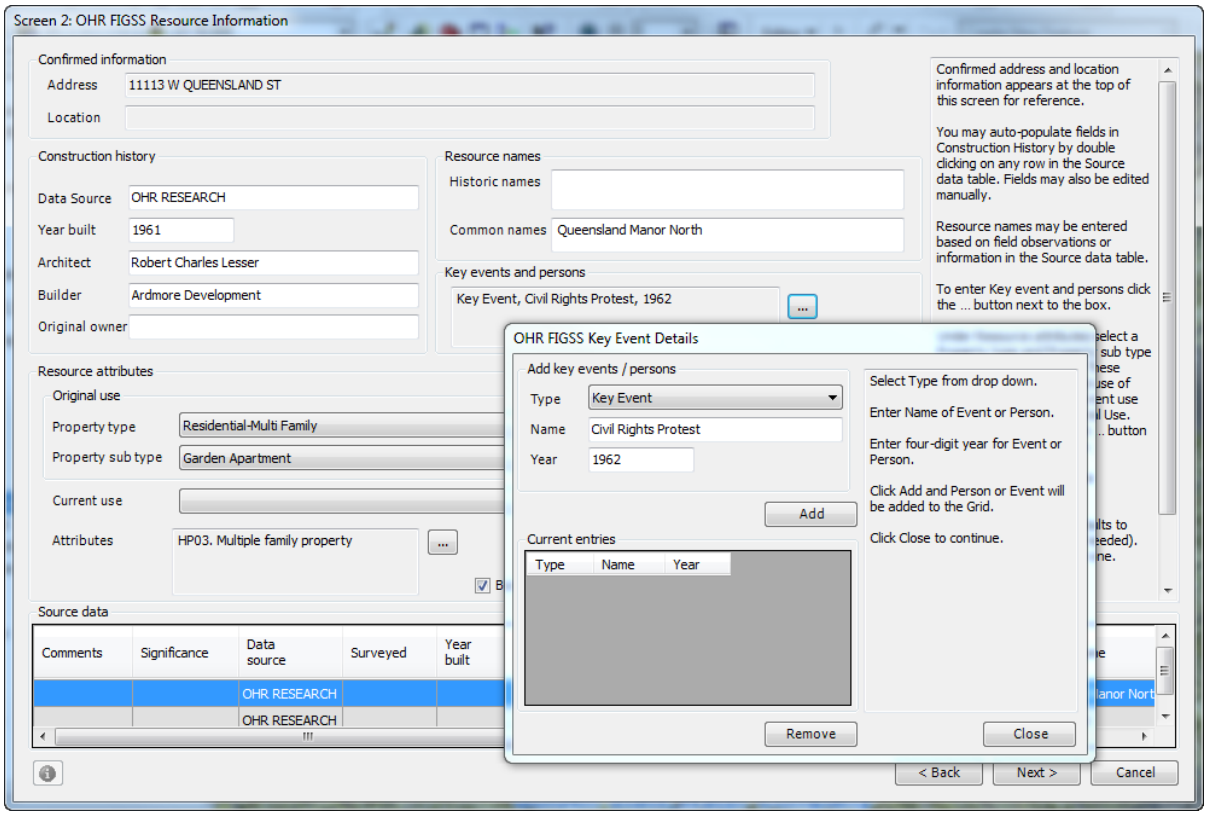
Step 9 – Select “Current Use” from the drop down list **only if different** from the Property type and Sub-type. For example, a movie theater now used as a church.

Step 10 – Select the applicable “Attribute” (up to three) from the list by clicking on the button and checking the box(s). This should be the attribute(s) during the period of significance. Note that these are the attribute codes established by the California OHP. At least one code is required.

Step 11 – Under “Stories” indicate the number of stories, if applicable, from the drop down list. Select N/A if this is not applicable to the resource.

Step 12 – Resource type defaults to “Building,” so only edit the resource type if needed (you may select more than 1). Make sure you are clear on these definitions (see Appendix B).

Step 13 – Clicking on the ... button on the “Key events and persons” box allows you to add information on important individuals or events associated with a resource. Follow the help text in the box. More than one event or person can be added per resource. This information may be available from the “Source data” table at the bottom of the screen (scroll right). When finished recording, “Close” the window to return to Screen 2.

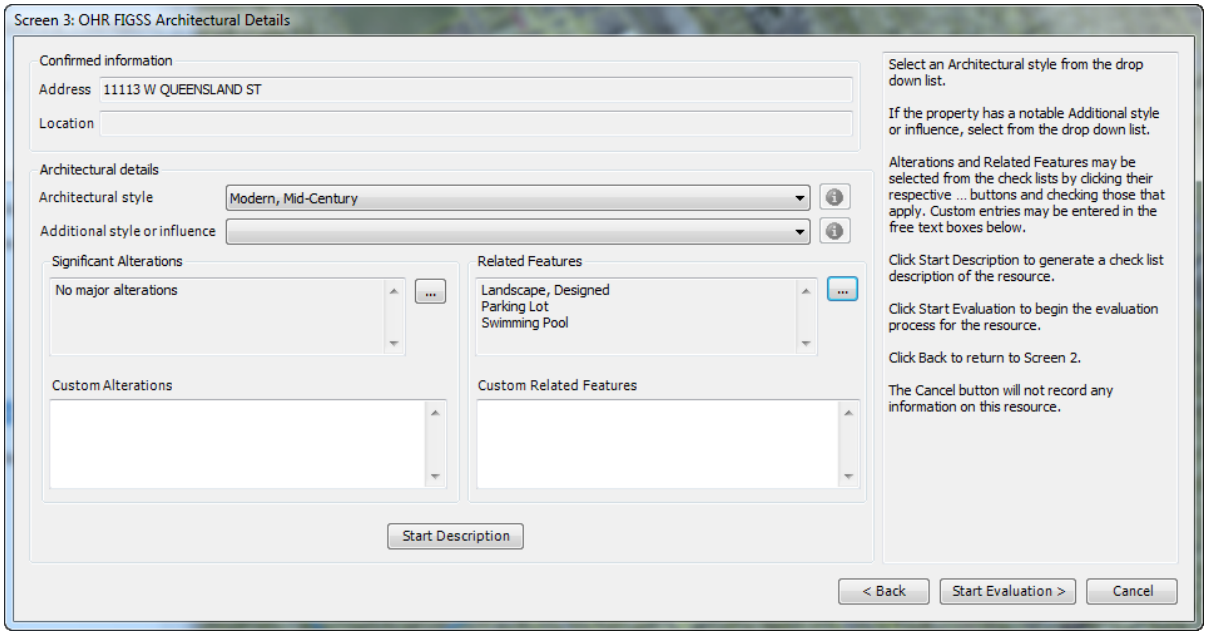


Step 14 – Click “Next” to continue.

Note: The Cancel button will not record any information of the resource. The Back button will take you to Screen 1.

8.3 SCREEN 3 – Architectural Details

The “Architectural Details” screen captures physical data on the resource.



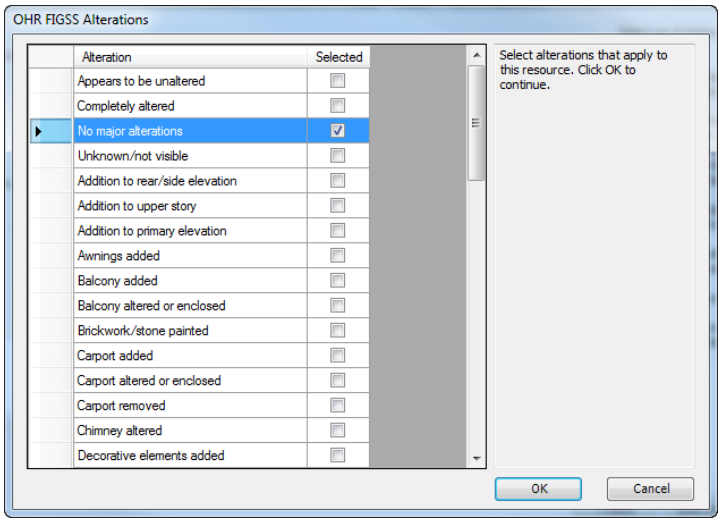
Step 15 – Select one “Architectural style” from the drop down list. Select “other” if the resource has a discernable style that is not included in the drop down list. Indicate the style in the General Comments free text box on Screen 7 and let OHR know of recommended additions to the list. Select “not applicable” for a resource that does not have a style or “no style” for a property that does not have a discernable style (e.g. has been extensively altered and no longer represents its original style). Note that the identify button is not currently operable.

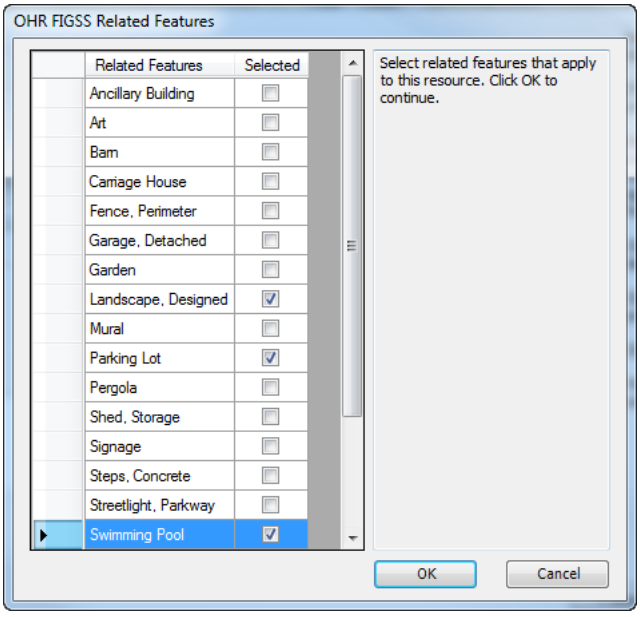
Unless the resource clearly has a discernable style (e.g. a Googie sign), use “not applicable” for:

- Trees/Plants
- Landscapes
- Medians
- Signs
- Air Raid Sirens
- Public Stairways
- Retaining Walls
- Fountains
- Planters
- Entrance Gates/Markers/Pillars
- Streetlights/Lamp Posts
- Bridges

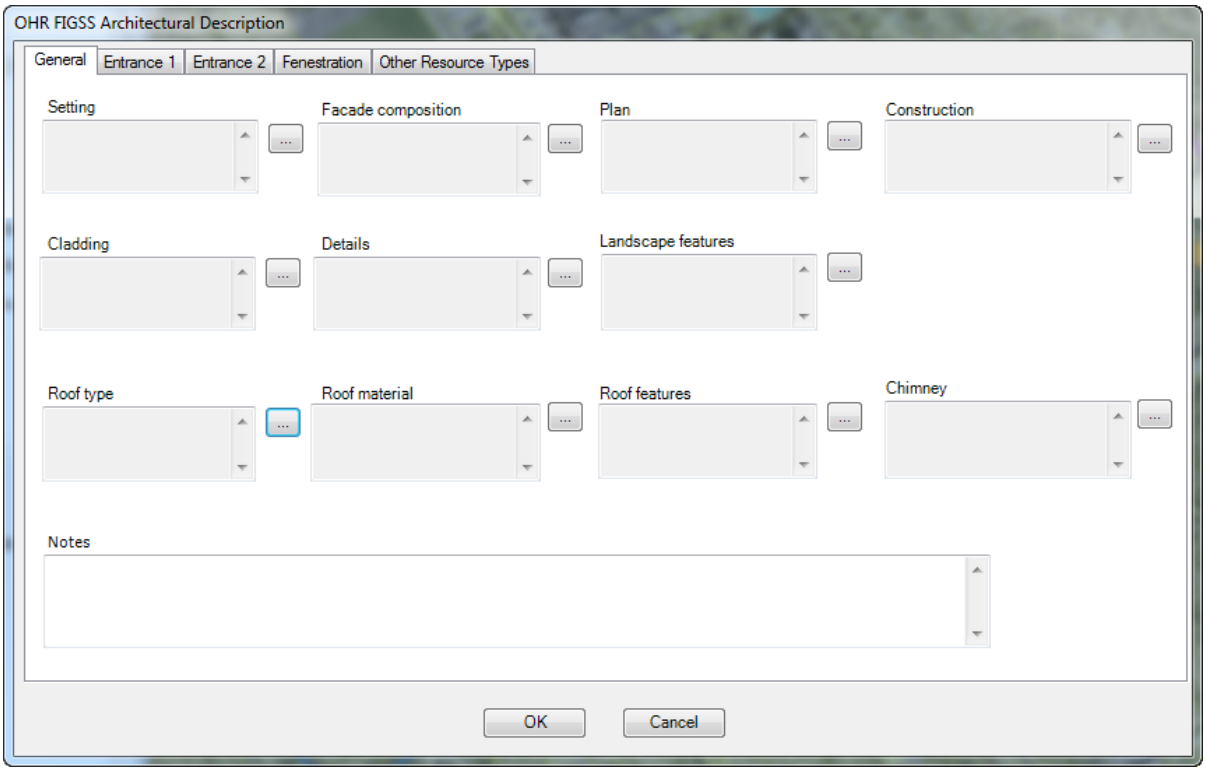
Step 16 – Select an “Additional style or influence” **only** if applicable or leave blank (do not enter “Not applicable”). Note that the two drop-down style lists are identical.

Step 17 – Select relevant “Significant Alterations” and “Related features” from the lists provided by clicking on the buttons (shown in the screen shots below). From the lists provided, check the relevant boxes. You may also add custom entries for the resource in the Custom Alterations and Custom Related Features free text boxes. Keep custom entries brief. After selecting from the lists or adding free text then click “Ok.”

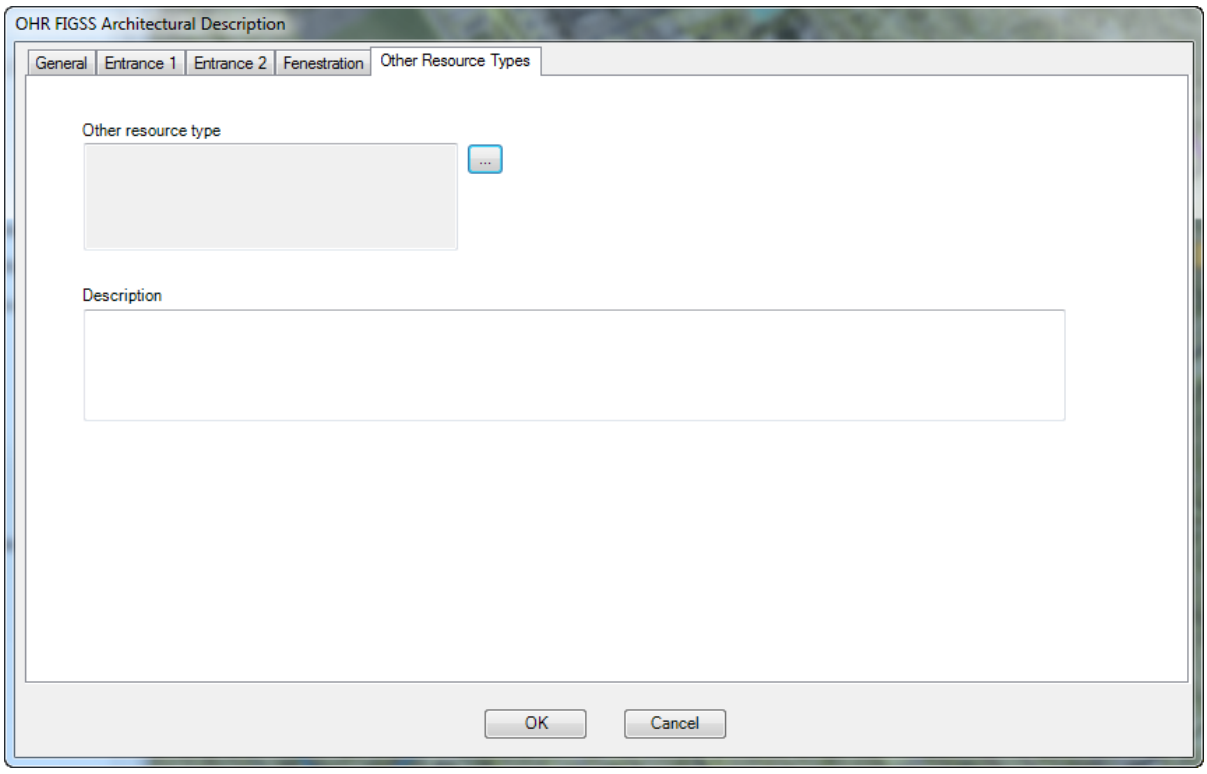




Step 18 – Click “Start Description” to begin describing a property by style or type. The Architectural Description screen has five tabs, each with numerous drop-down lists. Select all features that apply from each tab as appropriate by clicking on the ... boxes. You may also add custom descriptions for the resource in the Custom entry free text boxes associated with each feature. Keep custom entries brief. Click “OK” or “Cancel” to close the windows. Cancel will not save the information.



Use the “Other Resource Types” tab for non-building/structure resources such as streetlights, trees, etc. Select the resource type from the drop down list and then describe the resource in the free-text Description box.



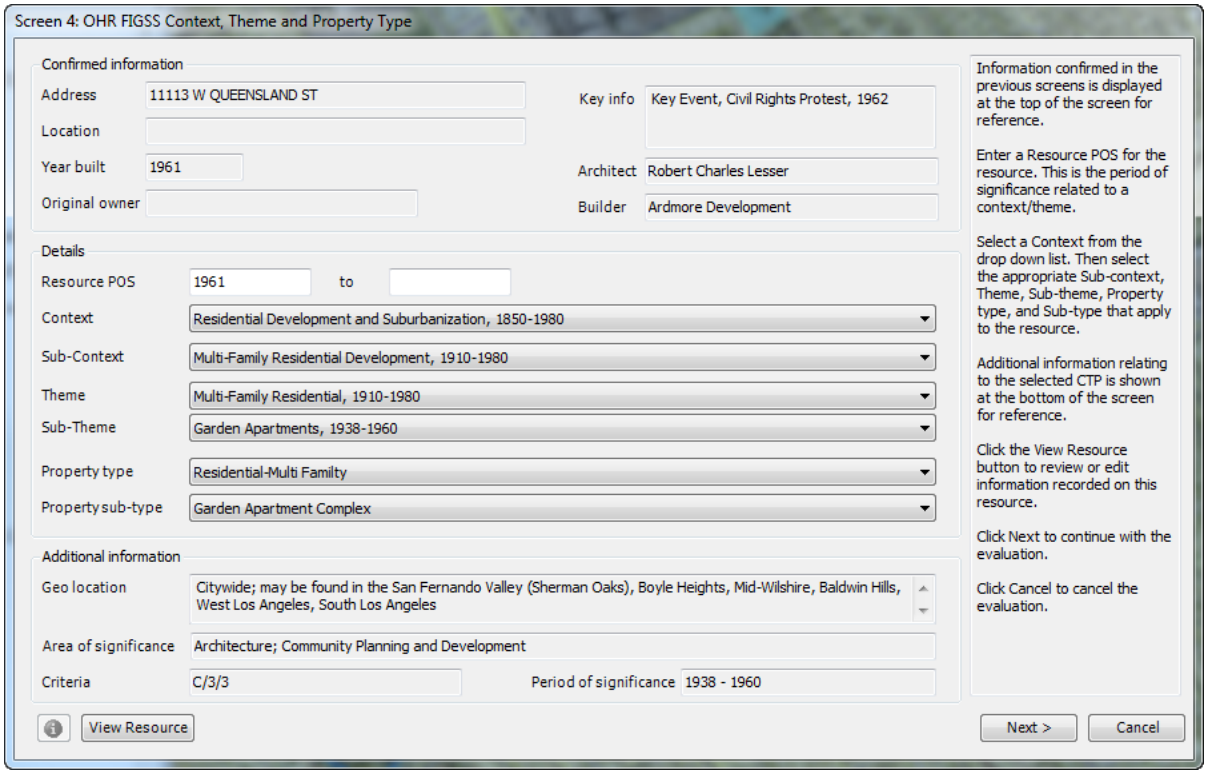
Step 19 – Click “Start Evaluation” to begin the evaluation process for this resource.

The Back button will take you back to Screen 2

The Cancel button will not record any information on the resource.

8.4 SCREEN 4 - Context, Theme and Property Type

This screen enables you to choose the appropriate Context, Theme and Property Type (CTP) combination for a resource. These have been preloaded into the FiGSS based on the SurveyLA citywide Historic Context Statement. Resources may be evaluated under a maximum of three different CTP combinations. Once the first evaluation is complete (Screens 4 to 7), you may return to this screen to begin a second evaluation. Information you need to make decisions about the potential significance of a resource displays at the top of the screen and is not editable. This information is summarized from Screen 3.



Step 20 – The Resource POS (period of significance) is auto-populated with the "Year built" (assessor date) entered on the previous screen. However, assessor data is not always correct and the period of significance does not always correspond to the built date (e.g. the key year may relate to an event entered in Key Info). Always assign the Resource POS based on the CTP combination under which you are evaluating a resource. Note that if you evaluate a property under more than one CTP there may be different Resources POS's.

Confirm, add or edit the Resource POS as is appropriate for the CTP selected.

Step 21 – Select the "Context" most relevant to this resource, choosing from the drop down list. Select a "Sub-Context" from the drop down list if applicable or select "No Sub-context."

NOTE: Use the "Other Context" to record resources that do not appear to be significant within the contexts developed for SurveyLA (for example, a rare or one-of-a-kind property type). Select "Other Context" from the context list and then select the appropriate theme relating to criterion A/1/1, B/2/2, C/3/3 or D/4/4. Potential historic and pre-historic archaeological resources may be flagged using criteria D/4/4.

Step 22 – Select the appropriate "Theme" from the drop down list. Select a "Sub-Theme" where applicable or select "No Sub-theme."

Step 23 – Select the appropriate "Property type." Select a "Property sub-type" where applicable or select "No sub-type."

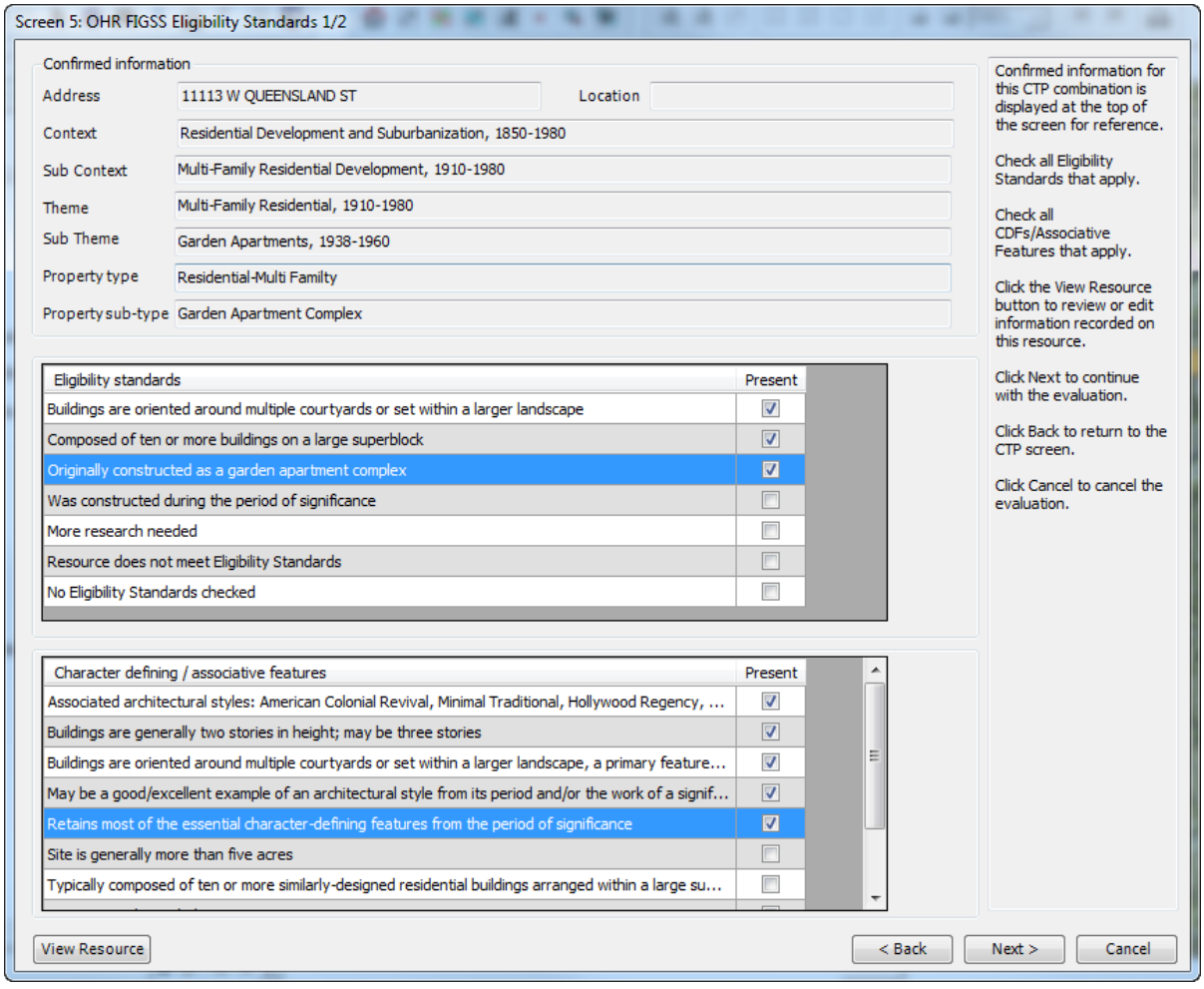
Step 24 – Click "Next" to continue with the evaluation process.

Note: The Cancel button will not record the CTP (but information already recorded on Screens 1-3 will be saved).

NOTE on the "Back" button: At this point in the application you cannot go "Back" to a previous screen. However, you can view and edit information recorded on the resource (Screens 1-3) by clicking the "View Resource" button at the bottom left-hand side of the screen (see Section 8.8).

8.5 SCREEN 5 – Eligibility Standards: 1 of 2

This screen is 1 of 2 screens used to evaluate resource eligibility. Confirmed CTP information appears at the top of the screen and is not editable.



Step 25 – Eligibility Standards – From the list provided, check those that apply to the selected CTP. As a general rule, a property should meet all CTP-related "Eligibility standards" to proceed with the evaluation.

- Use "More Research Needed" if you cannot evaluate a resource based on exiting information – Associated Status Code QQQ.

- Use “Resource does not meet Eligibility Standards” if a property does not meet all CTP-related standards – Associated Status Code 7SQ.
- Use “No Eligibility Standards checked” if you do not wish to check any standards.

Note that you must check at least one from the list to proceed with the evaluation.

Step 26 – Character Defining/Associative Features - All property types have character-defining and/or associative features (CDFs) that must be met. Choose those that apply to the selected CTP.

- Use “More Research Needed” if you cannot evaluate a resource based on existing information – Associated Status Code QQQ.
- Use “Resource does not retain sufficient CDFs/Associative Features” if a property does not meet all CTP-related standards – Associated Status Code 7SQ.
- Use “No CDFs/Associative Features checked” if you do not wish to check any.

Note that you must check at least one from the list to proceed with the evaluation.

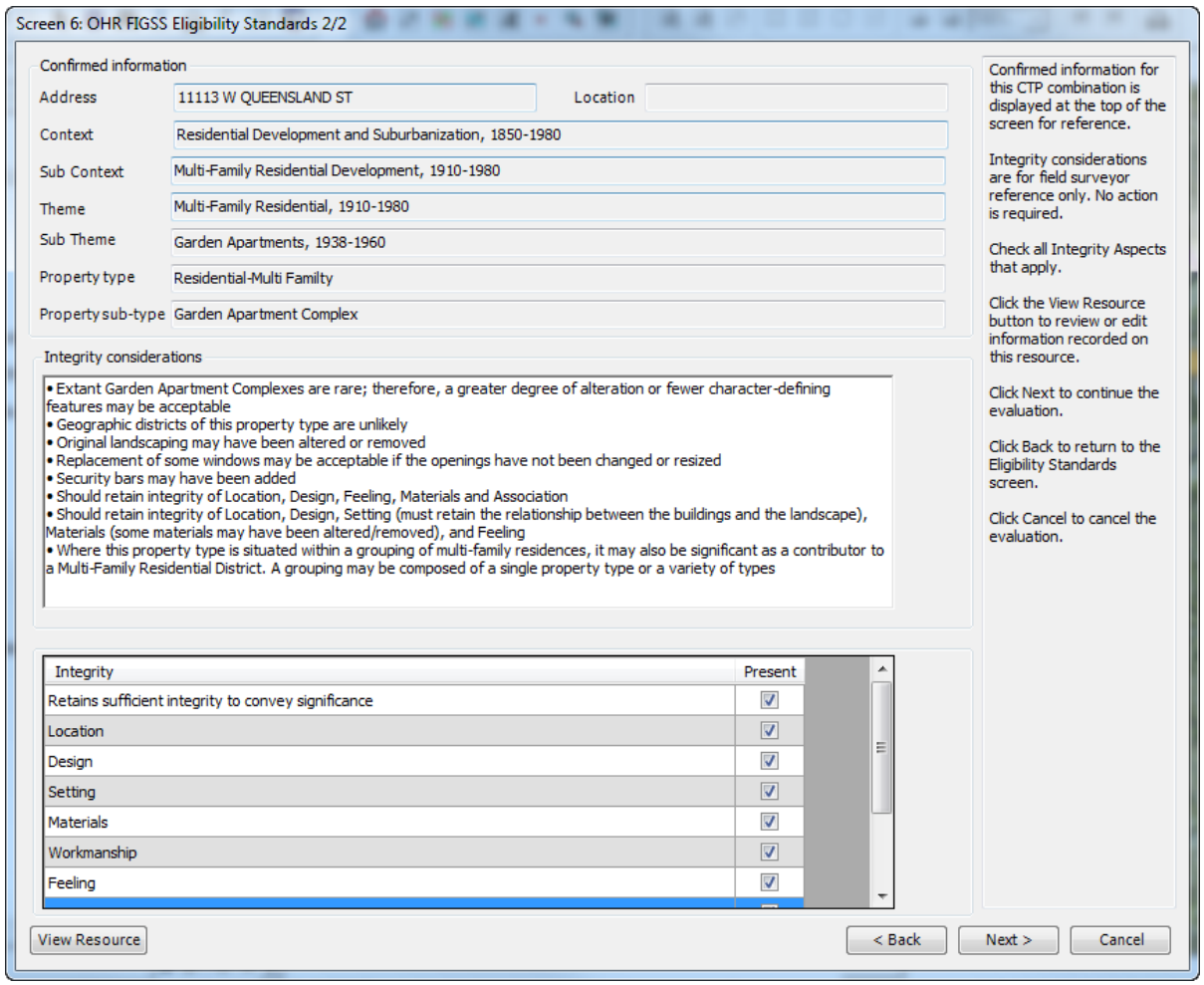
The Back button takes you back to Screen 4.

The Cancel button cancels the evaluation.

The View Resource button allows you to review or edit information on the resource recorded on Screens 1-3.

8.6 SCREEN 6 – Eligibility Standards: 2 of 2 (Integrity)

This screen evaluates resource integrity. Confirmed CTP information appears at the top of the screen and is not editable. The “Integrity considerations” box provides information regarding potential alterations/changes for each property type to help guide decision-making about integrity aspects and does not require any action.



Step 27 – Integrity Evaluation - All property types have integrity aspects that should be met for a property to convey significance. The surveyor may decide that the property retains sufficient integrity to convey significance and continue with the evaluation. In all cases, if a property retains integrity, the “Retains sufficient integrity to convey significance” must be checked along with the specific related integrity aspects.

- Use “More Research Needed” if you cannot evaluate a resource based on existing information – Associated Status Code QQQ.
- Use “Resource does not retain sufficient integrity to convey significance” if a property does not retain integrity – Associated Status Code 7SQ.
- Use “No Integrity Aspects checked” if you do not wish to check any.

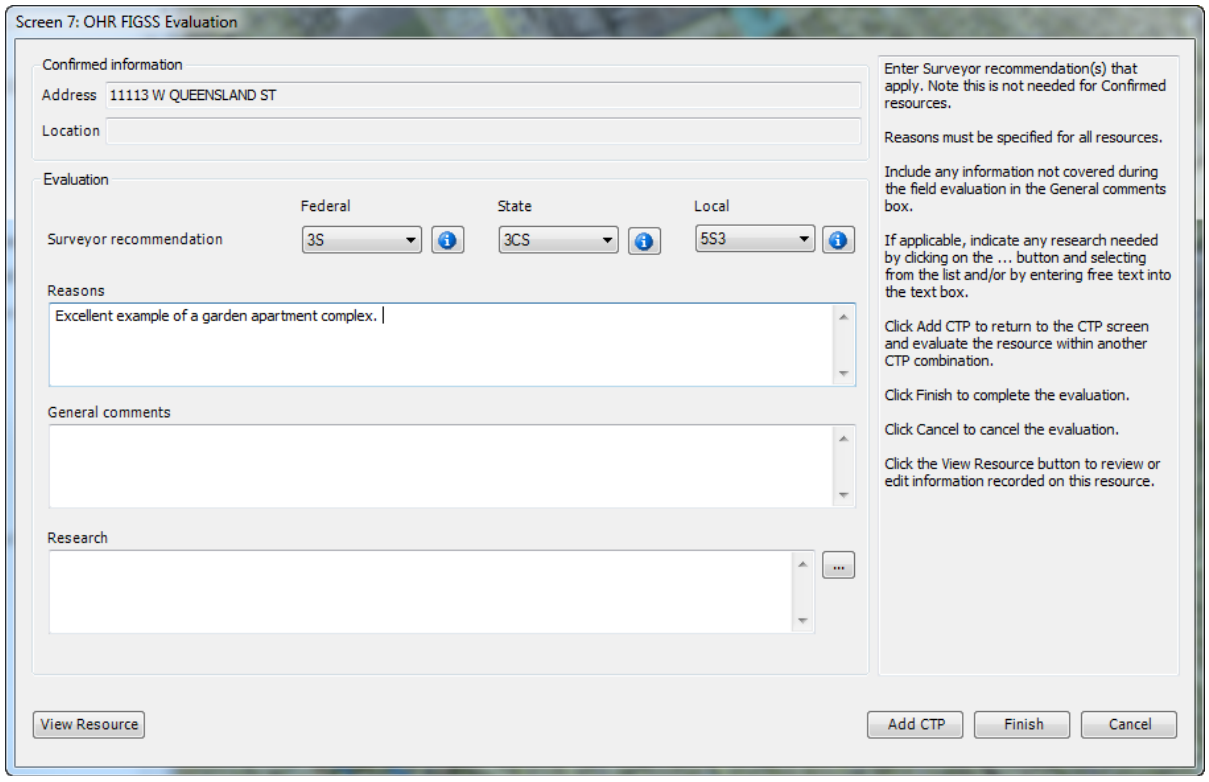
Note that you must check at least one from the list to proceed with the evaluation.

The Back button takes you back to Screen 5.

The Cancel button cancels the evaluation.

The View Resource button allows you to review or edit information on the resource recorded on Screens 1-3.

8.7 SCREEN 7 – Evaluation



Step 28 – "Surveyor recommendation" is a required field for all evaluations (except Confirmed properties) – **at least one Surveyor recommendation Status Code should be assigned to all evaluated properties**. From the drop down lists, select all that apply. For example, if a resource meets national, state, and local criteria then select a Status Code for each category. If a property is eligible for local designation only, do not select codes for national or state. After selecting a Surveyor Recommendation, you can click on the button for an explanation of the code.

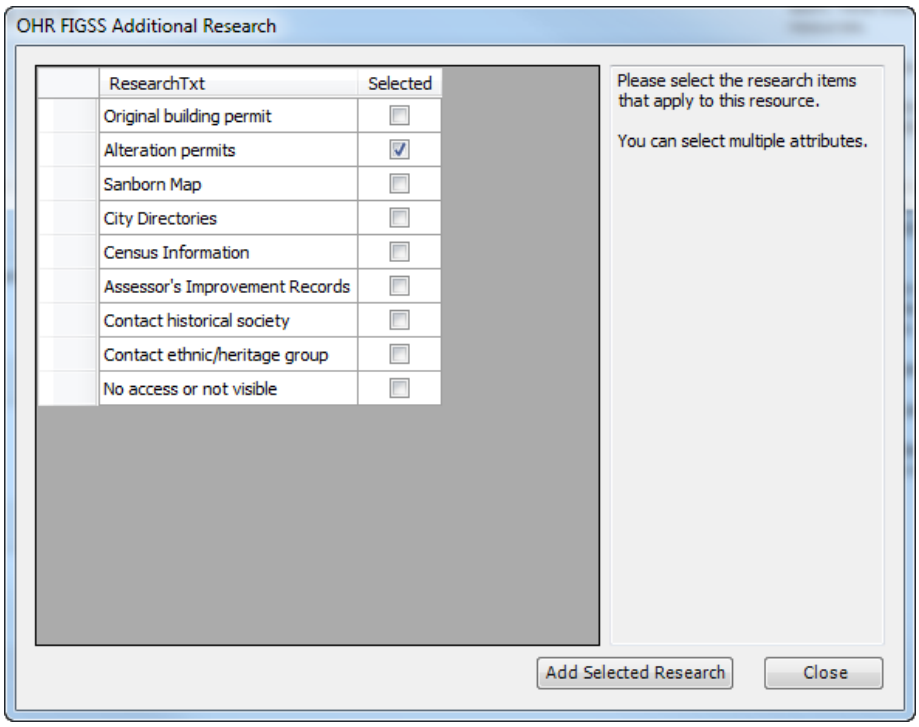
- Use QQQ when more research is needed. If QQQ is selected do not also select a national or state Status Code.

- Use 7SQ when a resource has been through an evaluation process but was not determined eligible. If 7SQ is selected do not also select a national or state Status Code.
- Consult with OHR staff before assigning 6Z Status Codes.

Step 29 – "Reasons" are required for all evaluations (except Confirmed properties) and must clearly indicate the justification for surveying a resource and the associated Status Code(s). Be specific and detailed. For example, if a resource is only eligible locally, do not say "local only" as this does not provide enough information or justification for the code. Saying "property is important to the early history of this neighborhood, but has some alterations affecting integrity" provides more specific reasons why it may be only locally significant. This information will be displayed on all survey reports and must be clear and consistent in language and presentation. The lead consultant for each survey area will work with the OHR to set the standards for Reasons statements.

Step 30 – Record any "General comments" or information not addressed elsewhere in the survey. This is a required field for Confirmed properties. General comments are limited to 600 characters.

Step 31 – Identify any additional research you would like completed in the "Research" box. You may do this by clicking on the ... and then selecting from the list. You may also type free text in the "Research" box. For example, select "Sanborn Map" from the list and then type in the years of the maps you would like researched. **Note that if you select "QQQ" from the Status Codes, you MUST identify research in this box.** Be as specific as possible in terms of research needed, years to be covered, etc. Note that there is a "No access or not visible" option to check when this is the reason more research is needed.

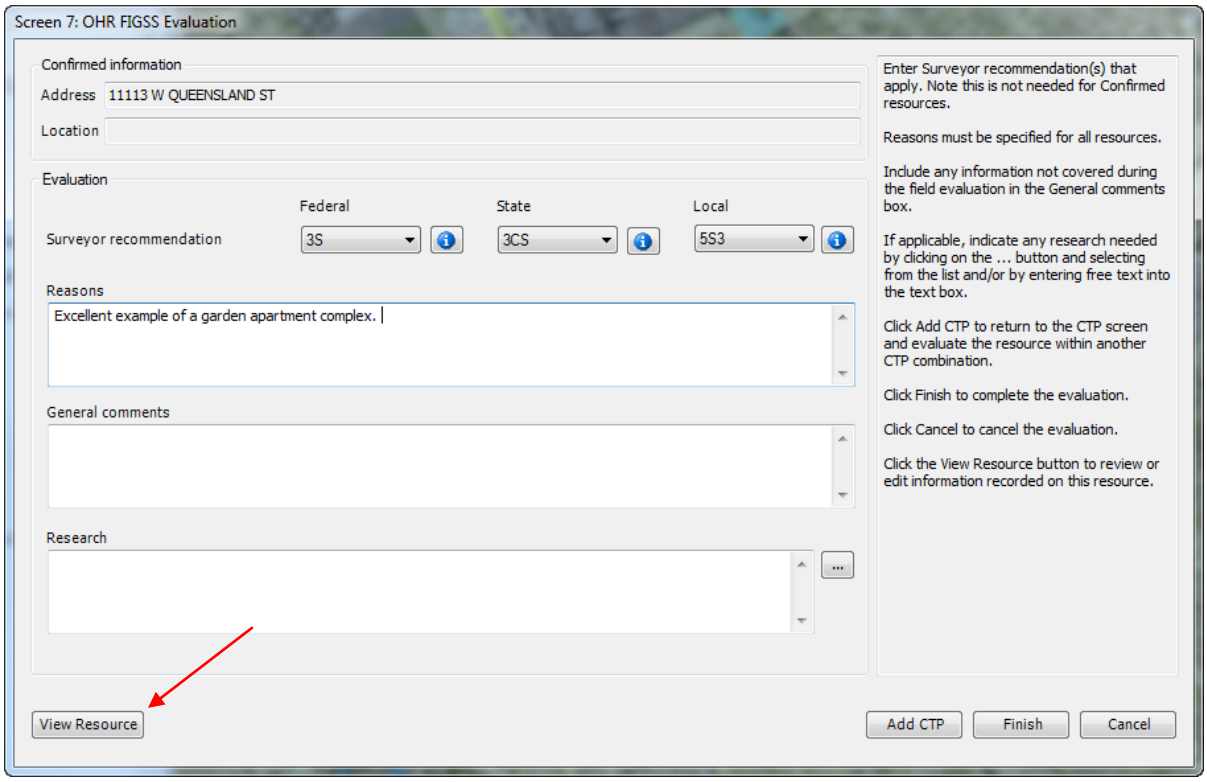


Step 32 – To evaluate this resource under another CTP combination, click the "Add CTP" button. Otherwise, click "Finish" to conclude work for this resource. After you complete the evaluation, a push pin ( ) will appear on the resource on the map.

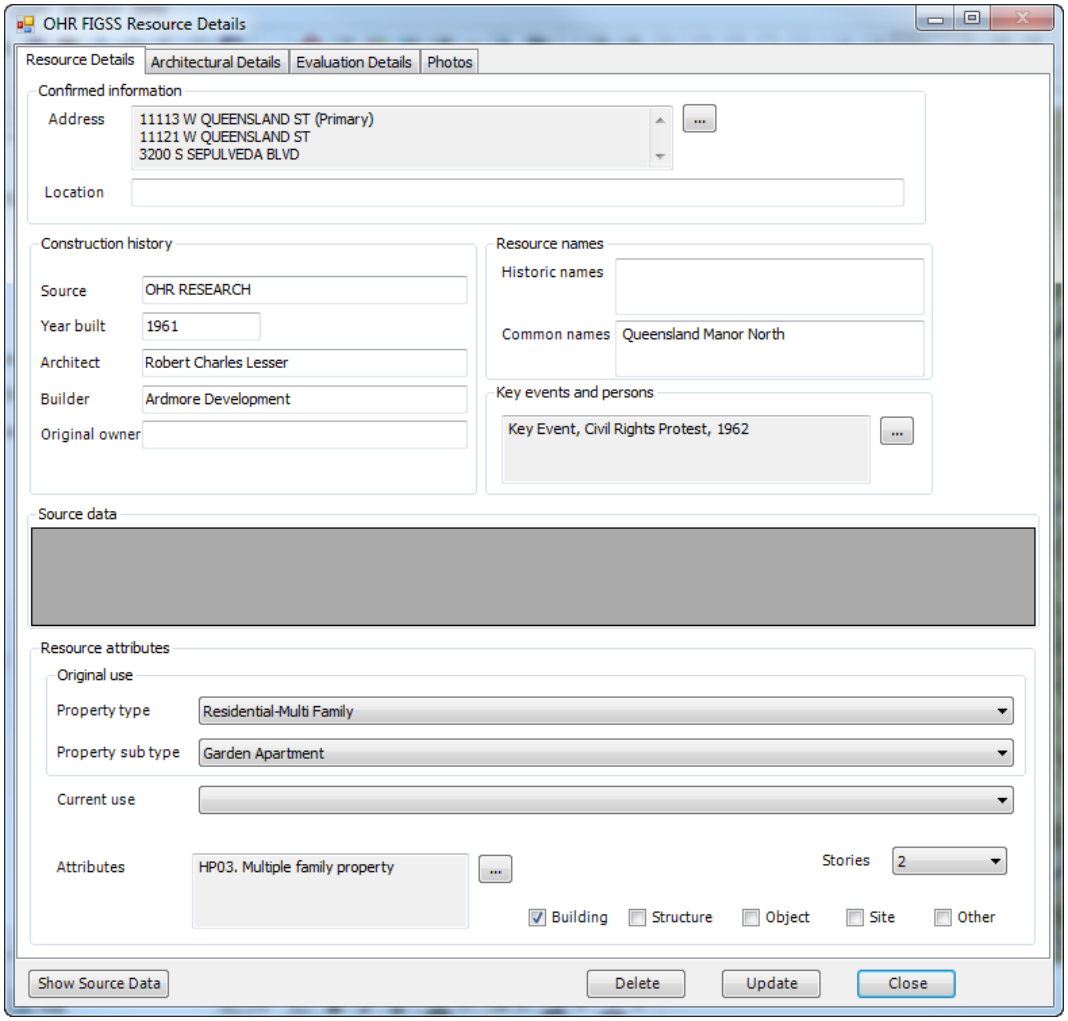
Clicking "Cancel" will cancel the current evaluation (CTP) and result in a hollow push pin ( ). In this case the resource will still be recorded and photographed but not evaluated. Similarly, if you identify a property during survey work (complete Screens 1-3), but do not complete the evaluation (Screens 4-7), a hollow push pin ( ) will appear on the resource on the map.

8.8 EDITING INDIVIDUAL RESOURCE INFORMATION

Editing and Viewing: Information on recorded resources can be viewed and edited during the survey process by clicking the "View Resource" button at the bottom left of Screens 4 to 7. Once an evaluation is complete, and you have exited the Individual Resource application, the View Resource screen may also be accessed by clicking the "View Individual Resource" icon on the FiGSS toolbar and then drawing a box around the push pin for the specific property on the map for which information/editing is needed.



There are four tabs for viewing and editing information – Resource Details, Architectural Details, Evaluation Details and Photos.



Resource Details Tab

- Edit by retyping data or de-selecting/selecting data from the drop down lists or check boxes. Then click “Update.”

- Use this tab to delete an entire resource record by clicking on the “Delete” button.

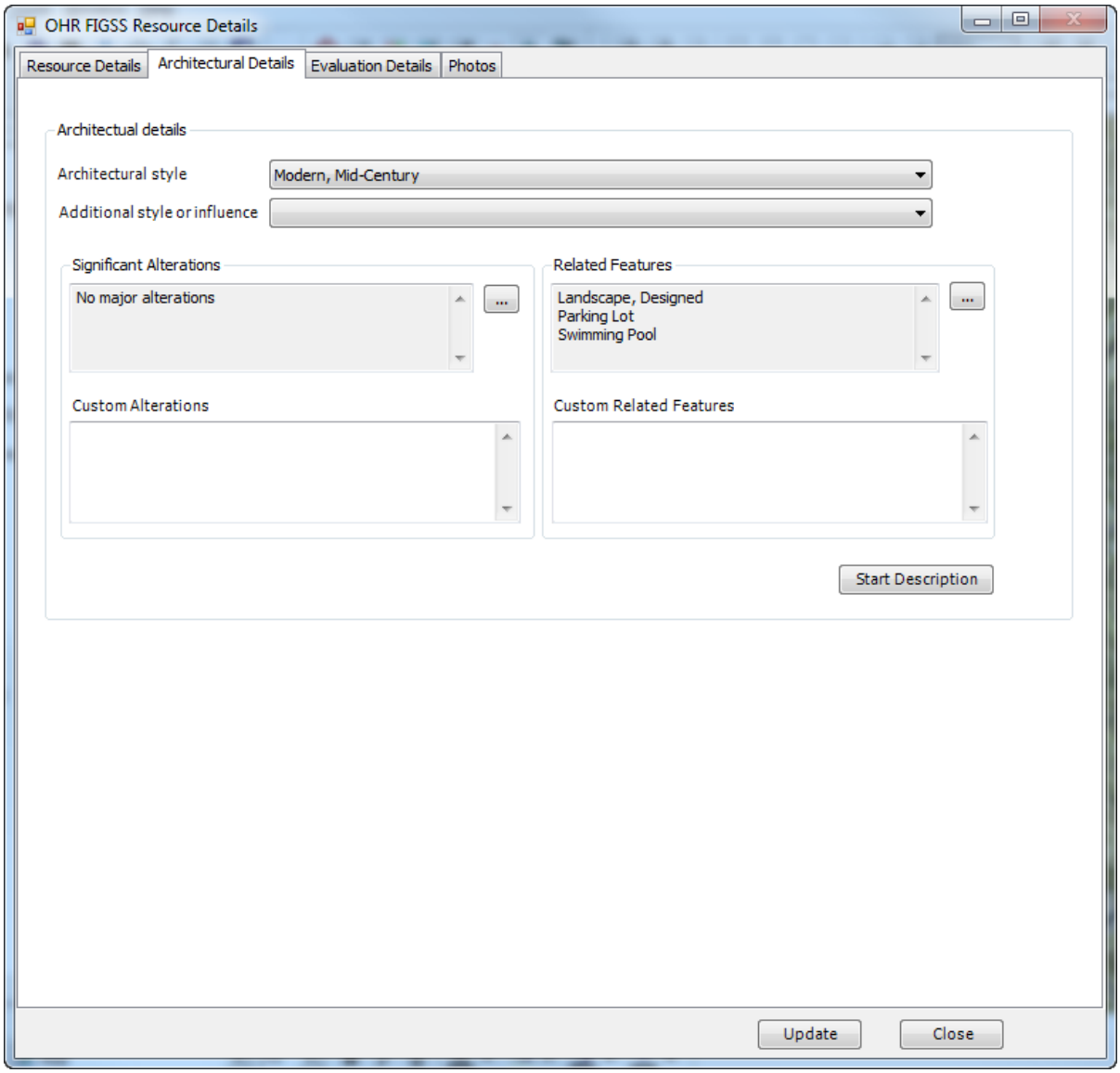
- View previous survey or designation information in the “Source data” box by clicking on the “Show Source Data” button. You may also populate Resource Names, Architect, Builder and Original Owner if known (e.g. after research has been completed) or if the information is displayed in “Source Data.”

Architectural Details Tab

- Edit by retyping data or de-selecting/selecting data from the drop down lists or check boxes. Then click “Update.”

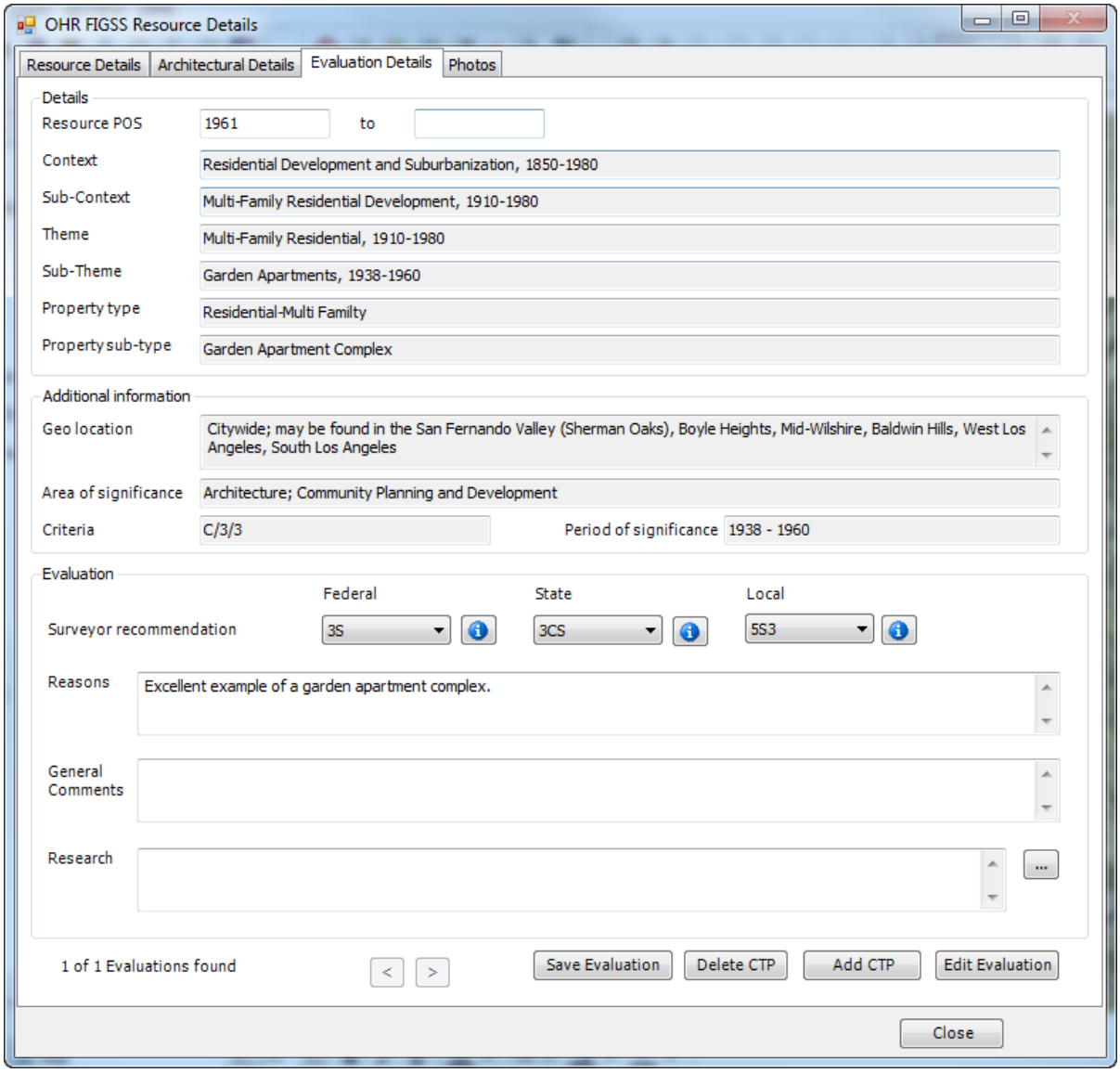
- When editing Alterations and Related Features, uncheck any items you want to deselect and click on any you want to select. Click “OK” and then “Update.”

- Click on “Start Description” to edit Architectural or Property Type Descriptions. Uncheck any items you want to deselect and click on any you want to select. Click “OK,” and then “Update.”



Evaluation Details Tab

Use Evaluation Details to edit/delete the evaluation of a resource. This screen tells you how many evaluations have been completed and you may select CTPs using the (forward and backward arrows at the bottom of the screen).



- Delete Evaluation: You may delete an entire CTP combination and evaluation by clicking on “Delete CTP.”

- You may edit “Surveyor recommendation” (Status Code), “Reasons,” “General Comments” and “Research” directly from this screen without re-evaluating a resource. Click “Save Evaluation” after editing. This function is useful when you do not need to edit the entire resource evaluation.

- Edit the Eligibility Standards by clicking on the “Edit Evaluation” button. This will take you back through Screens 5-7 for the selected CTP. On Screen 7

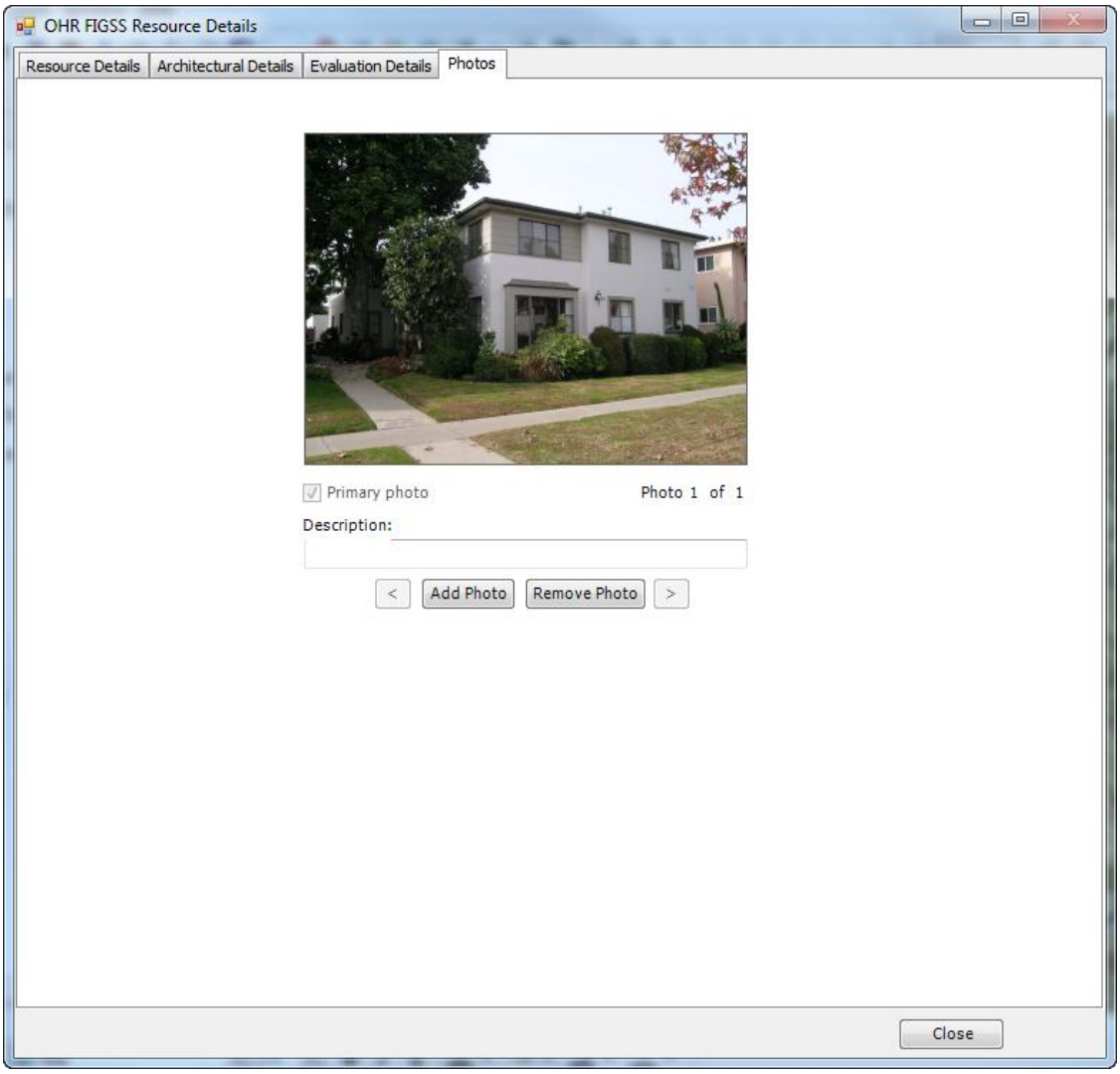
you must be sure to edit the Status Code if applicable as well as the Reasons, General Comments and Research text. Click Finish to complete the editing. This will take you out of the edit mode.

- Click “Add CTP” to start an evaluation or add another evaluation to a resource. This takes you through Screens 4-7. Click “Finish” to complete the adding process. The evaluation will be complete and you will return to the Evaluation Details editing screen which is refreshed with the new CTP.

- Note that if there is only one CTP evaluation and you delete it without adding a new CTP evaluation, the solid push pin will be replaced with a hollow push pin.

Photos Tab:

- Use this tab to add or delete photos, change the primary photo, or edit photo Description. Click “Save Changes” when finished.



Note on Editing Confirmed Resources: Confirmed resources can be identified using the “Confirmed” layer on the Table of Contents. Like individual resources, Confirmed resources can be deleted or edited by clicking the “View Individual Resource” icon on the FiGSS toolbar and drawing a box around the push pin As a general rule, you will only need to edit the fields populated during the confirming process, such as revising Reasons or Comments. Because Confirmed resources are designated and are not evaluated in the field, the edit function does not allow you to add a CTP to a Confirmed resource.

9.0 RECORDING HISTORIC DISTRICTS

The Historic District mapping tool is used for any property or properties recorded and documented as a district. Districts may be located on a single or multiple parcels and include residential neighborhoods; commercial corridors and neighborhood commercial centers; educational, religious and industrial campuses; historic vernacular and designed landscapes; parks; residential estates; and multi-family residential property types including bungalow courts, courtyard apartments (when more than one building), and garden apartments. Note that all bungalow courts are recorded as districts regardless of the number of parcels on which they are located.

Getting Started

The district application allows you to identify, map, photograph and evaluate potential historic districts and record contributing and non-contributing features.

Historic District Toolbar Buttons

Create new district

Select district from map

Select district by name

View/Edit district contributor

Mapping New Districts

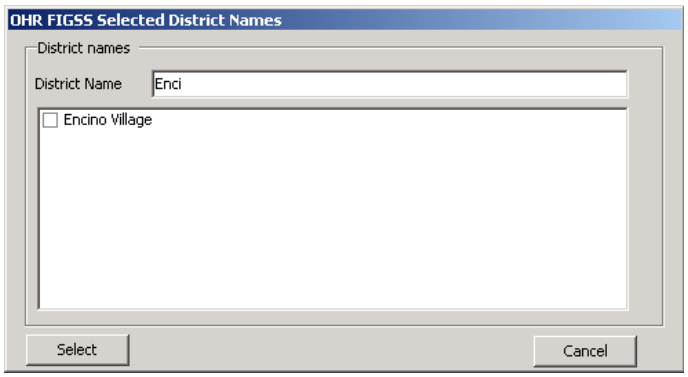
This process applies to mapping new districts identified during SurveyLA field surveys and resurveying previously recorded districts. Note that while designated districts will not be resurveyed, districts previously identified as significant will be resurveyed if they no longer appear eligible, specifically those completed more than five year before a SurveyLA survey.

Click the “Create a new district” button on the toolbar. To map the district, draw a polygon around the parcels (or geographic area) that make-up the district. Single clicking creates a vertex; double clicking closes the box. **Make sure to draw the polygon *inside* the parcel lines as shown below.**

If you make a mistake while drawing a district, or decide you do not want to record it, finish drawing the polygon and then on Screen 1 click “Cancel.” This will take you back to the main screen to begin a new draw. *Never use the ESC key in the application.*

To access SurveyLA mapped districts you can:

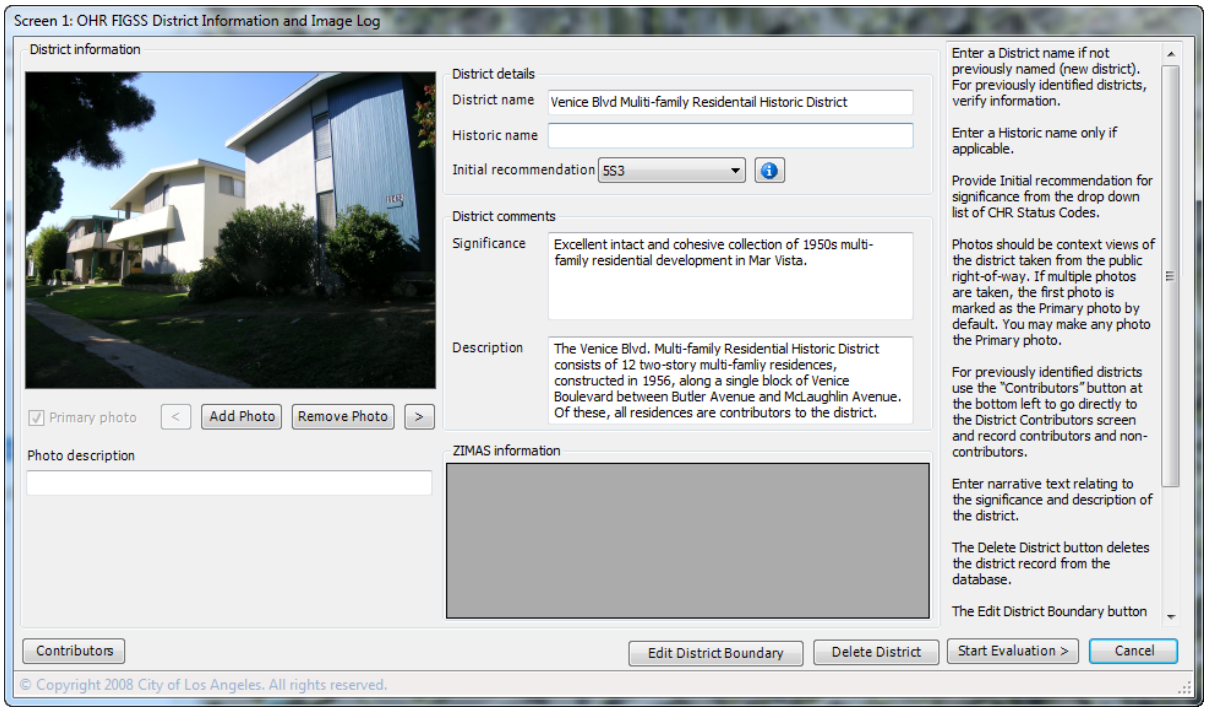
- Click on the “Select district from map” button on the FiGSS toolbar and then click within the mapped district boundaries.
- Click on the “Select district by name” button on the FiGSS toolbar. Type the name or first part of the name of the district as shown below and/or select from the alphabetized list. Wait for the application to find/draw the district and then click “Select.”



9.1 SCREEN 1 - District Information and Image Log

This screen appears after a district is mapped or when selecting a district by map or by name.

For a district already mapped as part of SurveyLA, you may click on the "Contributors" button at the bottom left of the screen to access the "District Contributors" screen and begin or continue recording contributors and non-contributors (for example, you may record large areas which take several days to record contributors and non-contributors or you may decide to record all contributors and non-contributors before you complete the district evaluation).



Step 1 – If a district is not already named, enter a name. This may be based on a tract number, subdivision name, street intersection, etc. This is required information. Enter historic name only when applicable. The district name and historic name may be the same. When naming, use the term “Historic District” for those areas that meet eligibility criteria (3S, 3CS, 5S3). Use the term “Planning District” for areas that merit consideration in local planning (6LQ). In other cases, simply use the name of the resource/property (e.g. UCLA).

Step 2 – For a new district or re-survey, select a CHR Status Code from the drop down list based on your “Initial recommendation” and observations. This is required information.

Note on Photos: Unlike the Individual resource Screen 1, you do not have to take photos of the district to move forward. However, you may choose to take photos at the time of the field survey. Select one as Primary. District photos should be context views which clearly illustrate the overall character and features of the district/area.

Step 3 – District Comments - Although the MPD approach provides eligibility standards for historic districts relating to specific context/themes, no two districts are exactly alike. These free-text format boxes (unlimited text) allow you to record information relating to a district which will assist in the evaluation process. Note that these narratives will also be used to populate all survey reports including the DPR-523D District Record. You may choose to take notes in the field and fully develop these narratives later as an office task. Remember that you are focusing on describing **the district** as the resource. The OHR has developed a standardized format for this free text which is available from the lead consultant for each survey area.

- Significance - Enter information relating to why the district is significant.
- Description - Enter descriptive information on the district. Include observations relating to character-defining features and integrity. This information will be used to generate district descriptions.

Step 4 – Click “Start Evaluation” to continue with the evaluation.

Click “Contributors” to begin recording contributors and non-contributors (See Section 9.6.

Click “Cancel” to cancel the recording process (for example, a mistake is made in the mapping process and you want to abort).

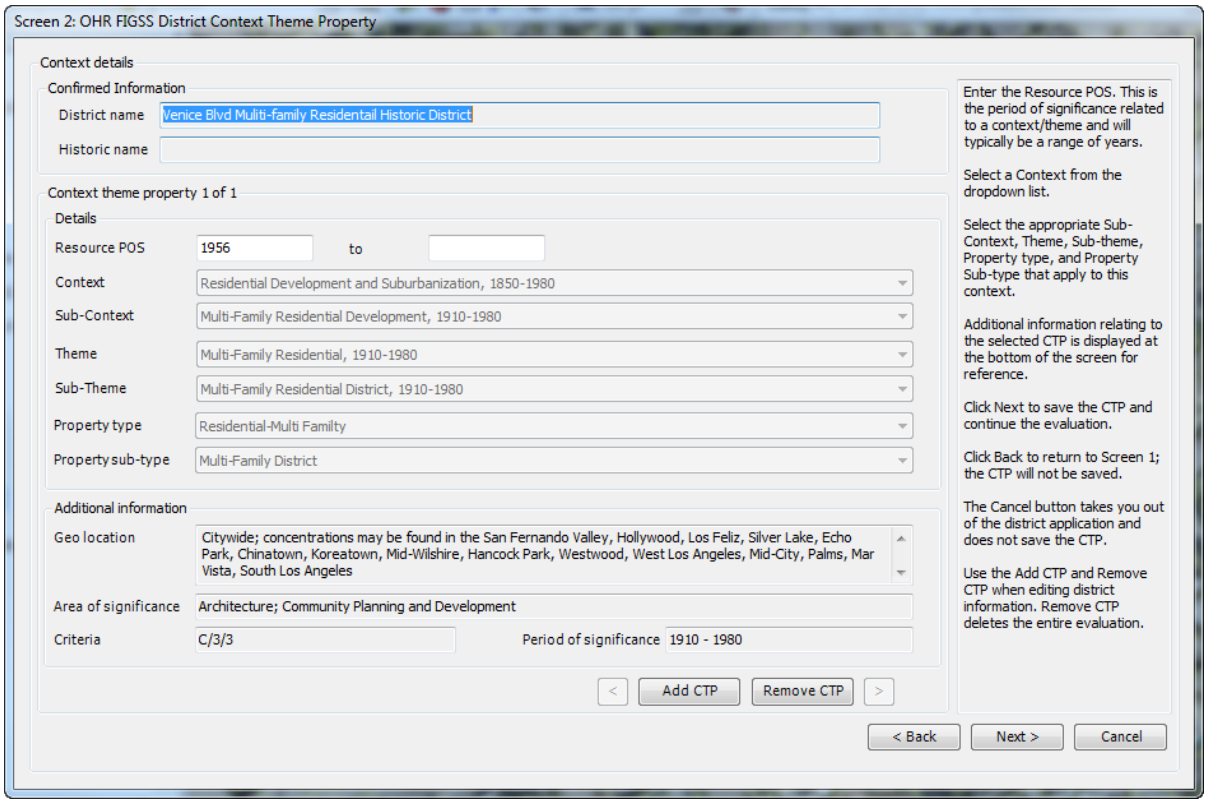
Click “Delete District” to delete an entire district record.

See instructions for “Edit District Boundary” in Section 9.8.

9.2 SCREEN 2 - District Context, Theme, Property Type

This screen enables you to choose the appropriate Context, Theme and Property Type (CTP) for a district. “Confirmed Information” and “Additional Information” at the top and bottom of the screen are for information only and are not editable. You should record at least one CTP combination before recording any contributors and non-contributors as a basis for determining potential significance.

Districts may be evaluated under up to three CTP combinations. The “Remove CTP” button will delete CTPs. The forward and backward arrows next to the “Save CTP” and “Remove CTP” buttons allow you to select/view all saved CTP combinations.



Step 5 – Enter the “Resource POS” (note that no POS is auto-populated for districts). Since districts usually span a period of time, the POS will most likely be a date range. Generally, the POS will be determined after the entire survey of the district (and its contributors/non-contributors) is completed and will be entered later as an office task.

Step 6 – Select the “Context” most relevant to this resource, choosing from the drop down list. Select a “Sub-Context” from the drop down list if applicable or select “No Sub-context.”

NOTE: Use the “Other Context” to record districts that do not appear to be significant within the contexts developed for SurveyLA. Select “Other Context” from the context list and then select the appropriate theme relating to criterion A/1/1, B/2/2, C/3/3 or

D/4/4. Potential historic and pre-historic archaeological resources may be flagged using criteria D/4/4.

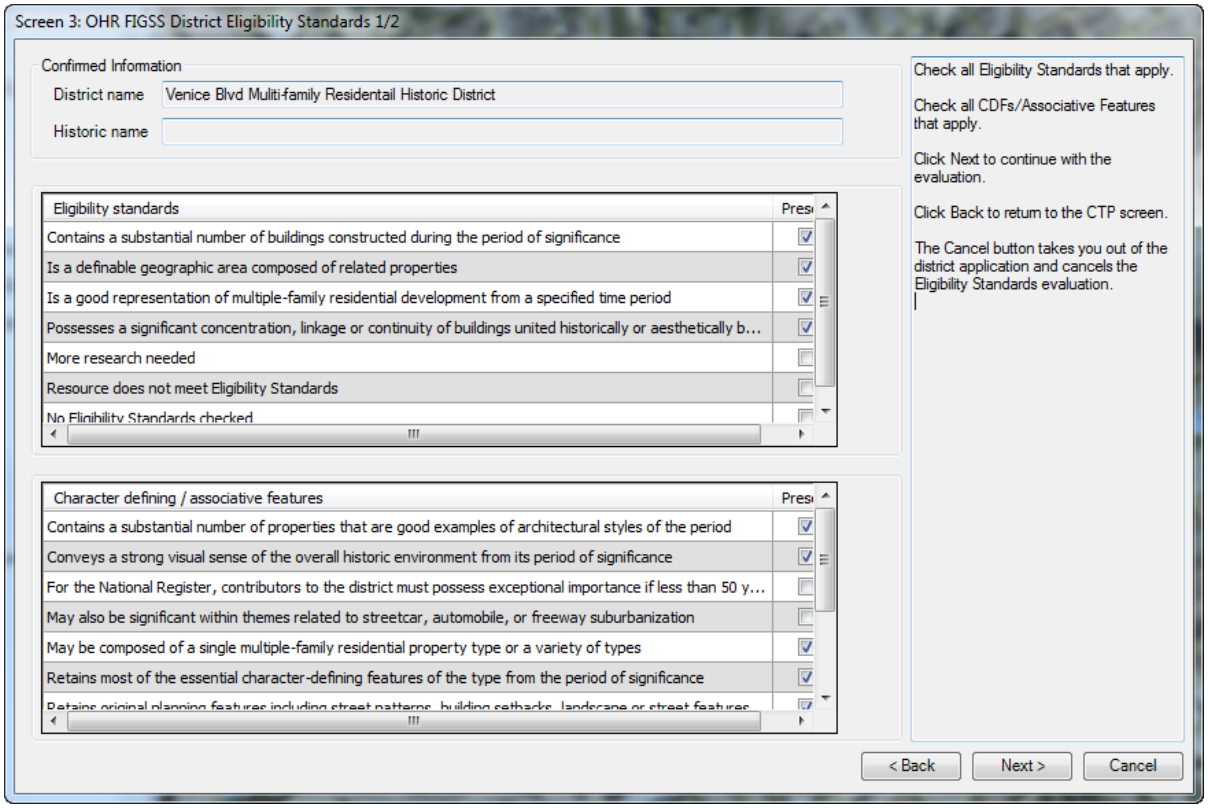
Step 7 – Select the appropriate "Theme" from the drop down list. Select a "Sub-Theme" where applicable or select "No Sub-theme."

Step 8 – Select the appropriate "Property type." Select a "Property sub-type" where applicable or select "No sub-type." **NOTE:** Individual property types should not be selected for districts.

Step 9 – Click "Next" to save the CTP and continue with the evaluation process. Clicking "Back" at this point will not record the CTP. The Cancel button will not record the CTP.

Note: If you want to record the CTP combination without fully evaluating the property, click "Next and then "Back" and then "Back" again to Screen 1. To begin recording contributors and non-contributors click on the "Contributors" button.

9.3 SCREEN 3 - District Eligibility Standards (1/2)



Step 10 – Eligibility Standards - From the list provided, check those that apply to the selected CTP. As a general rule, a district should meet all CTP-related "Eligibility standards" to proceed with the evaluation.

- Use "More Research Needed" if you cannot evaluate a district based on exiting information – Associated Status Code QQQ.
- Use "Resource does not meet Eligibility Standards" if a district does not meet all CTP-related standards – Associated Status Codes 6LQ or 7Q.
- Use "No Eligibility Standards checked" if you do not wish to check any standards.

Note that you must check at least one from the list to proceed with the evaluation.

Step 11 – Character Defining/Associative Features - All property types have character defining/associative features (CDFs) that must be met. Choose those that apply to the selected CTP.

- Use "More Research Needed" if you cannot evaluate a district based on existing information – Associated Status Code QQQ.
- Use "Resource does not retain sufficient CDFs/Associative Features" if a district does not meet all CTP- related standards – Associated Status Code 6LQ or 7Q.
- Use "No CDFs/Associative Features checked" if you do not wish to check any.

Note that you must check at least one from the list to proceed with the evaluation.

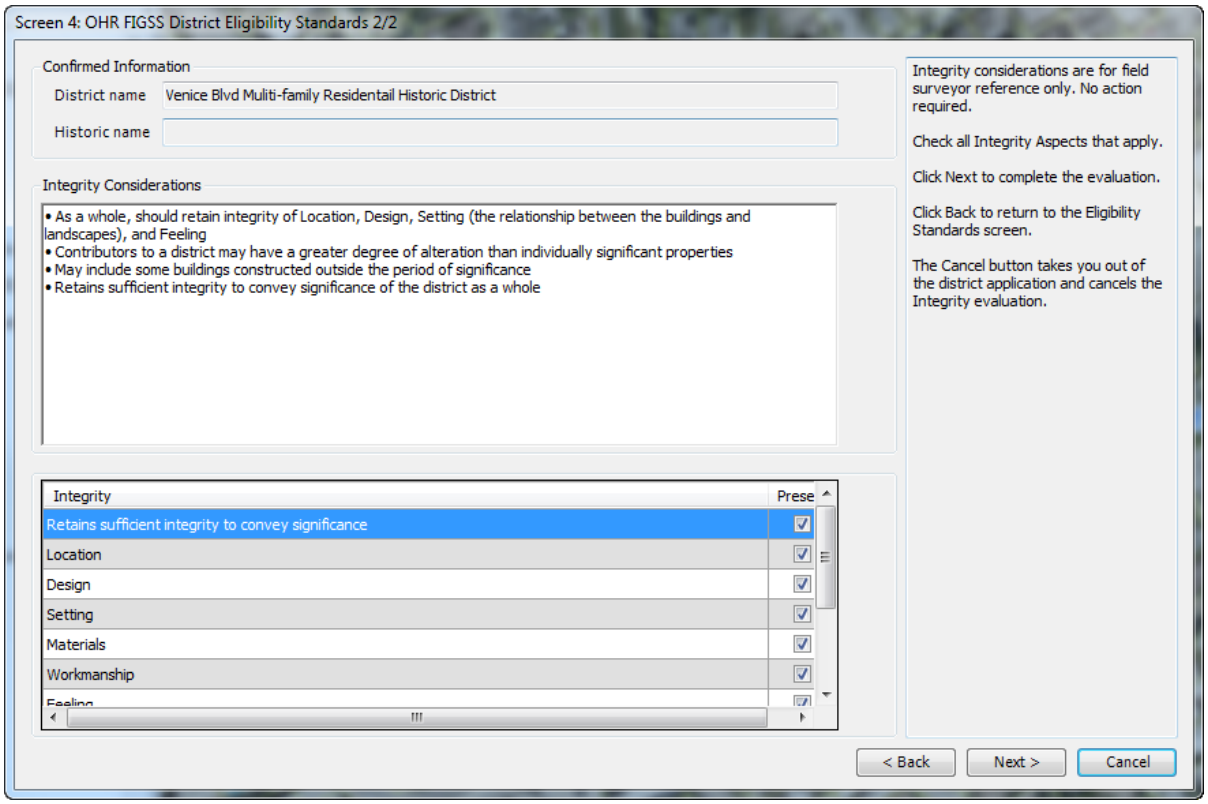
The Back button takes you back to Screen 2.

The Next button takes you to Screen 4.

The Cancel button cancels the evaluation (but the CTP is saved)

9.4 SCREEN 4 - District Eligibility Standards (2/2)

Step 12 – Integrity Evaluation - All property types have integrity aspects that must be met for a property to convey significance.



The surveyor may decide that the resource retains sufficient integrity to convey significance and continue with the evaluation. In all cases, if a district retains integrity, the “Retains sufficient integrity to convey significance” must be checked along with the specific related integrity aspects.

- Use “More Research Needed” if you cannot evaluate a district based on existing information – Associated Status Code QQQ.
- Use “Resource does not retain sufficient integrity to convey significance” if a district does not retain integrity – Associated Status Code 6LQ or 7Q.
- Use “No Integrity Aspects checked” if you do not wish to check any.

Note that you must check at least one from the list to proceed with the evaluation

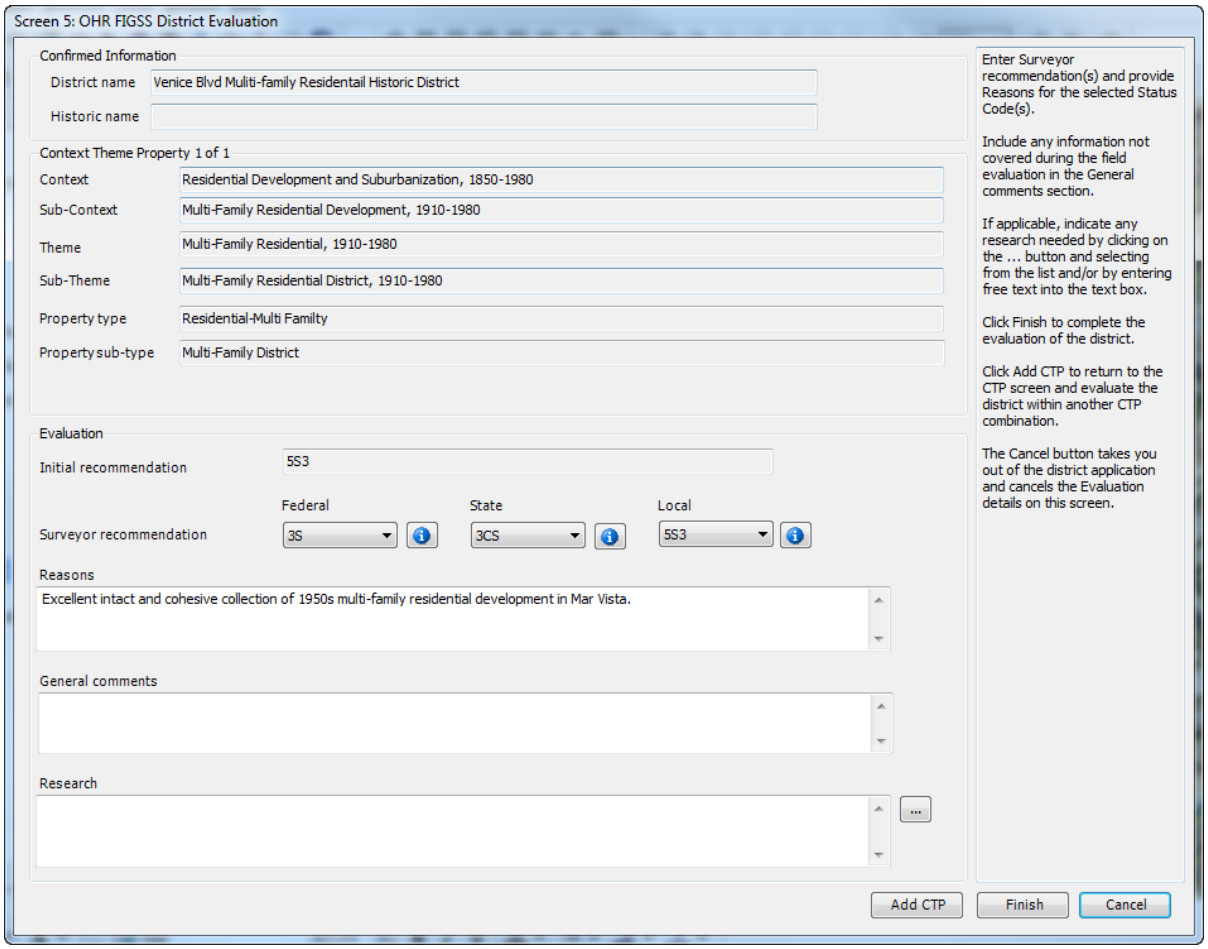
The Back button takes you back to Screen 3.

The Next button takes you to Screen 5.

The Cancel button cancels the evaluation (but the CTP is saved)

9.5 SCREEN 5 - District Evaluation

This screen allows you to evaluate district significance. The “Confirmed Information” at the top of the screen summarizes CTPs selected and is not editable.



Step 13 – “Surveyor recommendation” is a required field for all evaluations – **at least one Surveyor recommendation Status Code should be assigned to all evaluated properties**. From the drop down lists, select all that apply. For example, if a district meets national, state, and local criteria then select a Status Code for each category. If a district is eligible for local designation only, do not select codes for national or state.

After selecting a Surveyor Recommendation, you can click on the button for an explanation of the code.

- Use QQQ when more research is needed. If QQQ is selected do not also select a national or state Status Code.
- Use 7Q when a district has been through an evaluation process but was not determined eligible. If 7Q is selected do not also select a national or state Status Code.

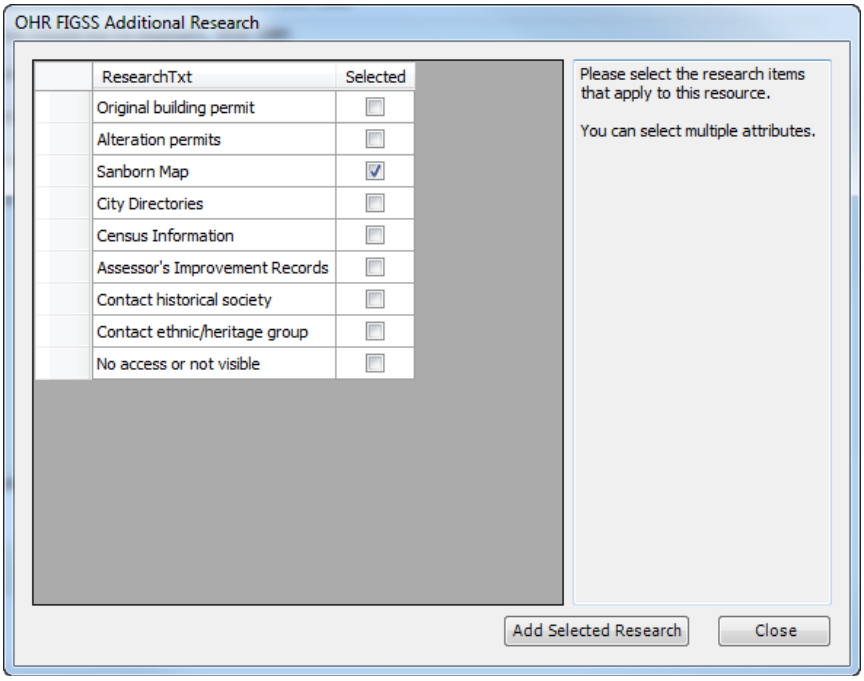
- Use 6LQ when a district has been through an evaluation process and was not determined eligible for designation, but merits consideration in the local planning process (Planning Districts). If 6LQ is selected, do not also select a national or state Status Code.
- Note on 6Z: The 6Z has limited applicability using SurveyLA methodology. However, assigning a 6Z may be applicable when resurveying a district previously determined eligible for designation. Always consult with the OHR when using the 6Z Status Code.

After selecting a Surveyor Recommendation, you can click on the button for an explanation of the code.

Step 14 – In the "Reasons" box, state your reasoning for the recommended Status Code(s). This is required information and should be specific and detailed. For example, if a district is only eligible locally, do not say "local only" as this does not provide enough information or justification for the code. Consult the lead consultant for guidelines on developing Reasons statements.

Step 15 – Record any "General comments" or information not addressed elsewhere in the survey. General comments are limited to 600 characters.

Step 16 – Identify any additional research you would like completed in the "Research" box. You may do this by clicking on the and then selecting from the list. You may also type free text in the "Research" box. For example, select "Sanborn Map" from the list and then type in the years of the maps you would like researched. Be specific as possible regarding research needed, including dates and date ranges. **Note that if you select "QQQ" from the Status Codes, you MUST identify research in this box.**

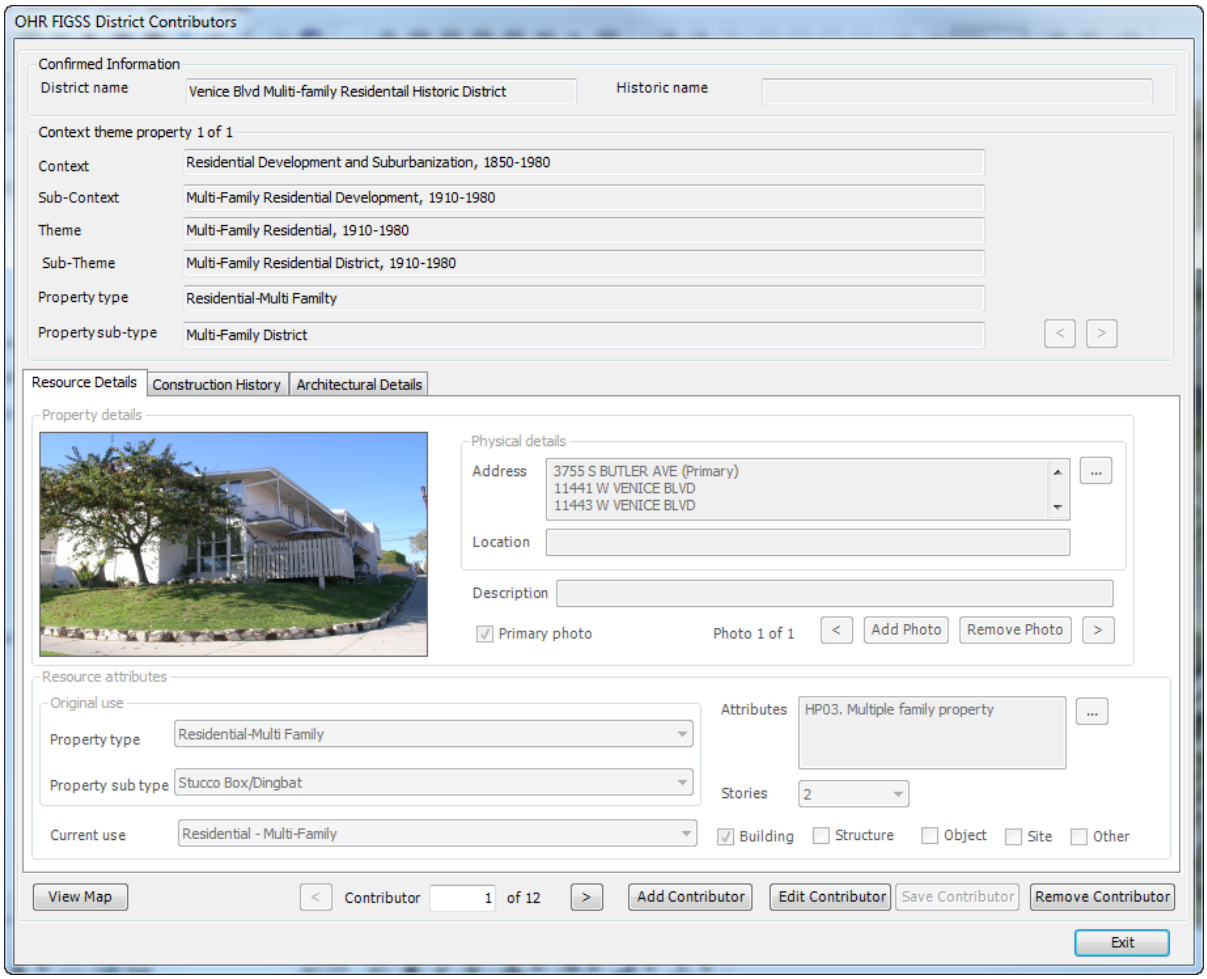


Step 17 – To evaluate this resource under another CTP combination, click the “Add CTP” button. Otherwise, click “Finish” to conclude the evaluation.

The Cancel button cancels the evaluation (but the CTP is saved).

9.6 Recording District Contributors

This screen allows you to record and edit contributors, non-contributors and properties needing additional research within potential districts.



Step 1 – To record contributors and non-contributors click the “Contributors” button on Screen 1. This will take you directly to this screen. The Confirmed and CTP information at the top of the screen is not editable.

Step 2 – To start, click “Add contributor” and then on the map, click on the resource within the district that you want to evaluate. Note: this is the same process for recording individual resources. Click on the “Resource Details” tab.

Step 3 – Photograph

This is the same process for photographing individual resources. Using your digital camera, take a photo of the resource from the public right-of-way. To download, connect your camera to the tablet/laptop using the camera cable. Open Explorer and navigate to the C:\Program Files\NSG\OHR FiGSS\Images directory. Download the picture(s). To add photos for the resources, click “Add Photo” on the screen and select from the thumbnails by double-clicking on the photo. If necessary for clarification, include any relevant details (e.g. “resource obscured by trees”) in the “Description” field. Do not spend excessive time writing photo descriptions. If more than one photo is taken, click the “Primary photo” button to select the primary. Use the “Remove Photo” button to delete unwanted photographs. All properties require at least one photograph to move forward with the recording process.

Tips for taking photos: Surveyors have found that it works well to take photos of all district properties on one side of the street, download to the FiGSS, and then begin the evaluation process parcel by parcel. Continue the process for the other side of the street and throughout the district.

Step 4 – Address Verification

This is the same process for address verification of individual resources. Verify the address or addresses that apply to this resource displayed in the “Address” box. To edit the list of addresses, or to select a new Primary address, click the button. If the address or addresses on the resource do not match any of the addresses displayed on the screen, then deselect them by clicking in the box next to the address. Enter the correct address(es) in the “Location” field using a format similar to the “Address” field. If the resource clearly has an address, but no addresses appear in the Address box, then type the address in the “location” field. You may also use the location field to add free text to clarify the location of a resource (e.g., located behind the primary residence at 3011 Castle Street).

Note that is the resource does not have an address you must type one into the Location field before saving the resource.

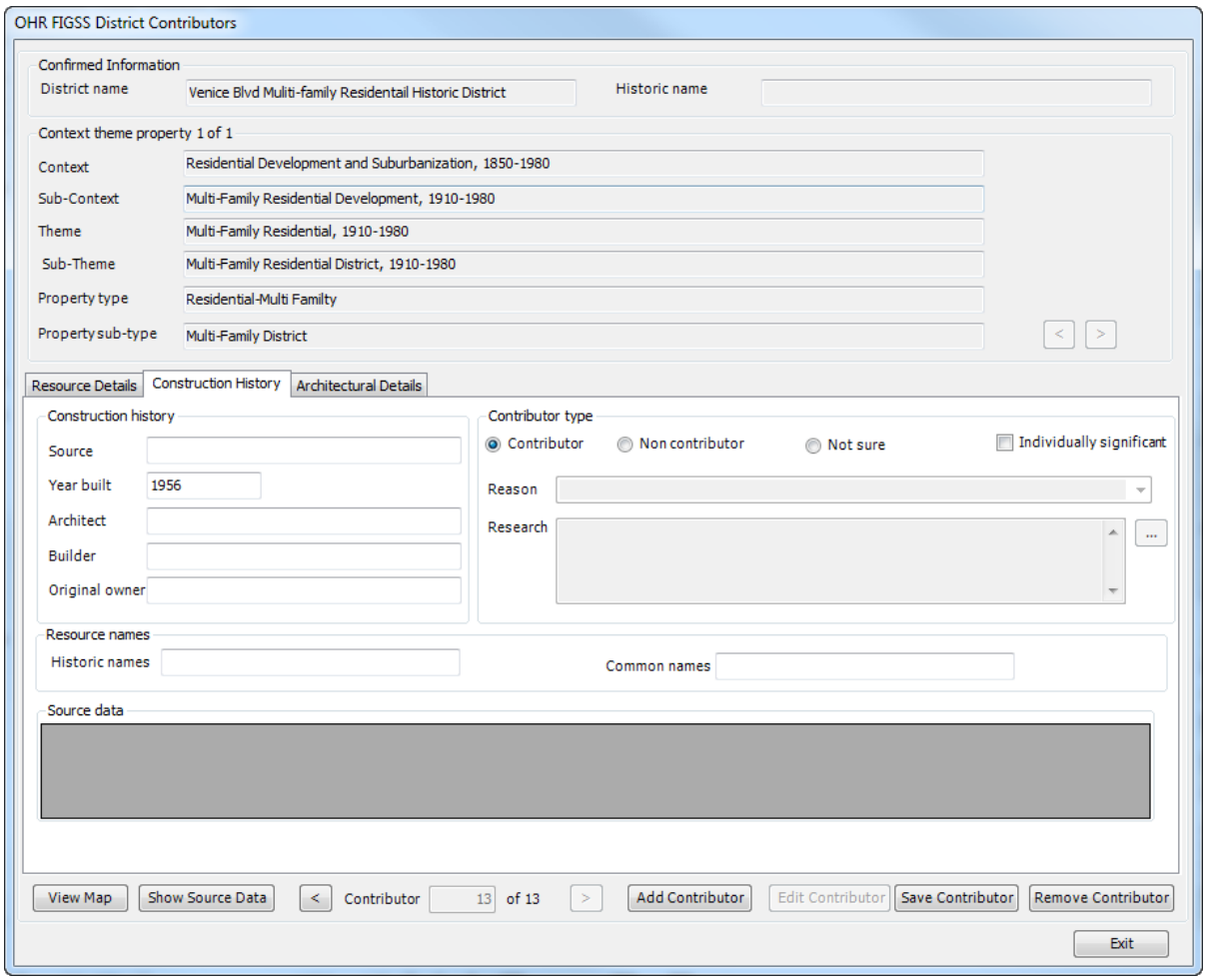
Step 5 – Property Type and sub-type should relate to original uses. **T**he “Property Type” defaults to Residential – Single-Family. If this is not correct, select from the drop down list. Then select the appropriate “Property Sub-type” from the drop down list. Type and sub-type are required for all resources.

Step 6 – Select “Current Use” from the drop down list if different from the Property type and Sub-type. For example, a movie theater now used as a church.

Step 7 – Select the applicable “Attribute” (up to three) from the list by clicking on the button and checking the box(s). This should be the attribute(s) during the period of significance. Note that these are the attribute codes established by the California OHP. At least one code is required.

Step 8 – Under “Stories” indicate the number of stories, if applicable, from the drop down list. Select N/A if this is not applicable to the resource.

Step 9 – Resource type defaults to “Building,” so only edit the resource type if needed (you may select more than 1).



Step 10 – Click on the “Construction History” Tab. Under “Contributor type,” indicate if the resource is a “Contributor, Non-contributor or Not sure.” “Non-contributor” resources require a reason; select reason from the drop down list. You may select the “blank” to type in a new reason or you may type over a reason to customize. “Not sure” resources generally require additional research or are not visible; click the button and then select research type from the list. You may select the “blank” to type in a new research source or type over a research source to customize.

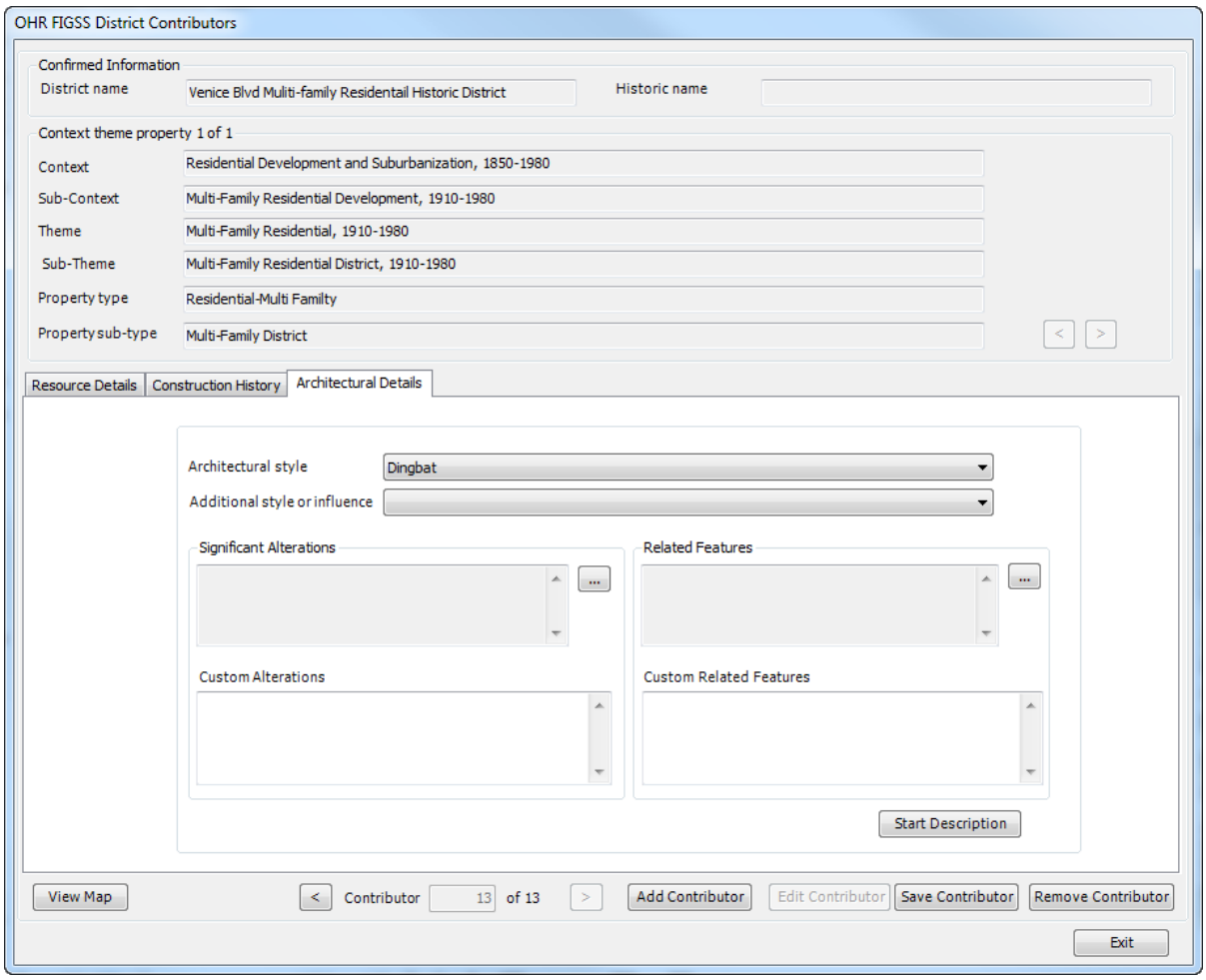
For properties that also appear to be individually significant, click the “Individually significant” box. These will then be flagged for follow up or can be evaluated individually by the surveyor.

The “Year built” will be auto-populated from County Assessor data (if available). If no date appears, type one in based on visual observation of the resource and type “visual estimate” in the Source field. You should also change the auto-populated

assessor date if you believe it is not correct based on visual observation or research sources such as building permits. If the date is changed correct the Source to reflect “Visual Observation,” “Building Permit” or other relevant source of information.

Enter Historic Name and Common Name if known. This is particularly important for commercial, institutional, and industrial resources.

You may also view previous survey or designation information in the “Source data” box. Click on the “Show Source Data” button. You may auto-populate Resources Names, Architect, Builder and Original Owner if known or if the information is displayed in “Source Data.” This tab may also be used to enter additional information after property specific research has been completed



Step 11 – Click on the “Architectural Details” tab to record the style(s) and alteration information. Select one “Architectural style” from the drop down list. Select “Not applicable” for a resource that does not have a style such as a tree, or “no style” for a property that does not have a discernable style (e.g. has been extensively altered and no longer represents its original style). At least one architectural style is required information. Leave additional style or influence blank unless it is applicable to the resource.

Unless the resource clearly has a discernable style (e.g. a Googie sign), use “not applicable” for:

- Trees/Plants
- Landscapes
- Medians
- Signs
- Air Raid Sirens
- Public Stairways
- Retaining Walls
- Fountains
- Planters
- Entrance Gates/Markers/Pillars
- Streetlights/Lamp Posts
- Bridges

Although not generally required as part of the SurveyLA field survey process, this screen can be used to complete detailed architectural style and property type descriptions and works the same way as for individual resources (click on Start Description and see page 26).

Step 12 – Click on “Save Contributor” to save the record

Step 13 – View Map button

This button at the bottom left of the screen allows you to view the map which is refreshed after resources are evaluated as contributing/non-contributing/not sure. Icons will appear on the maps as follows:

Contributor

Non-contributor

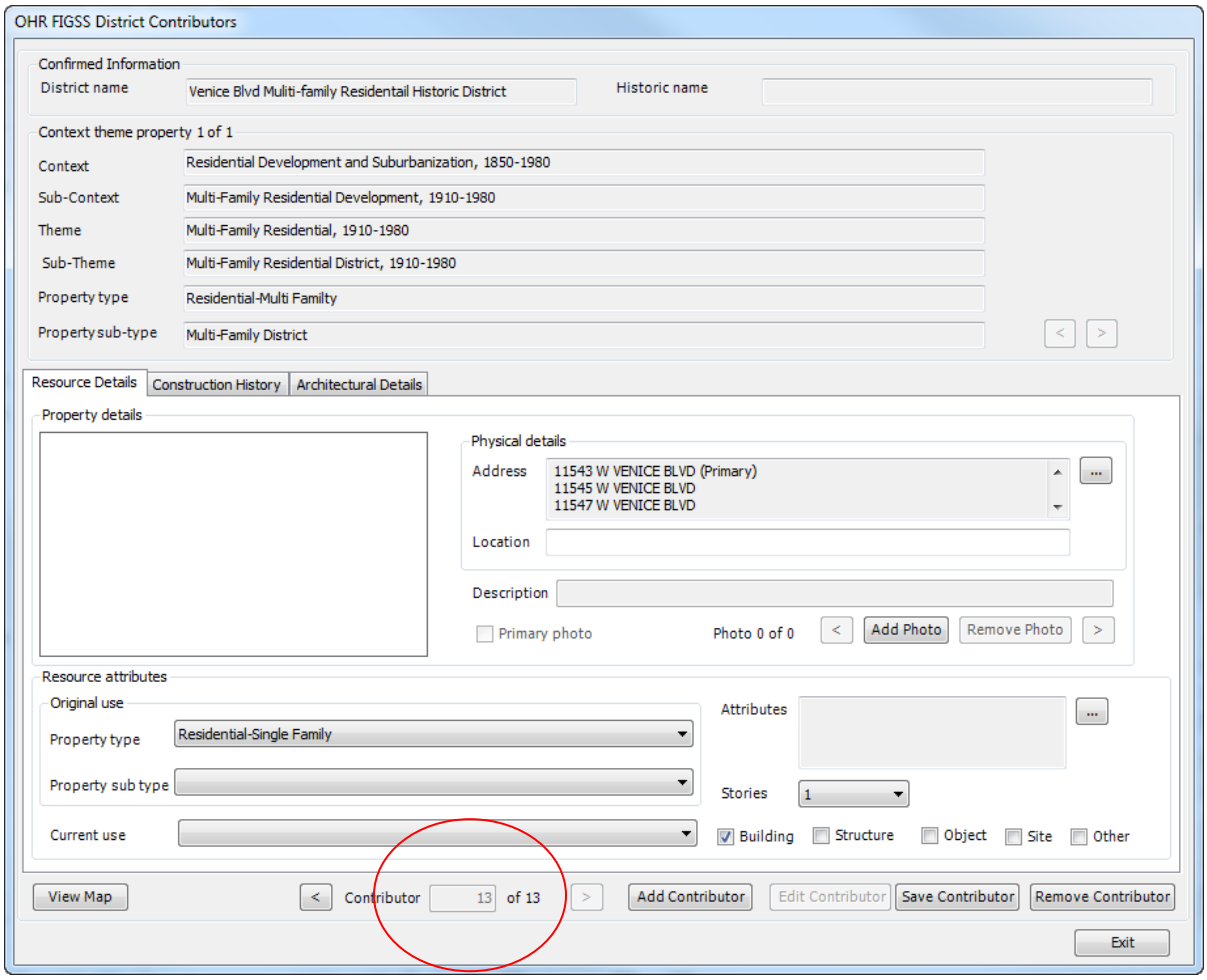
Not sure

9.7 Editing District Contributors

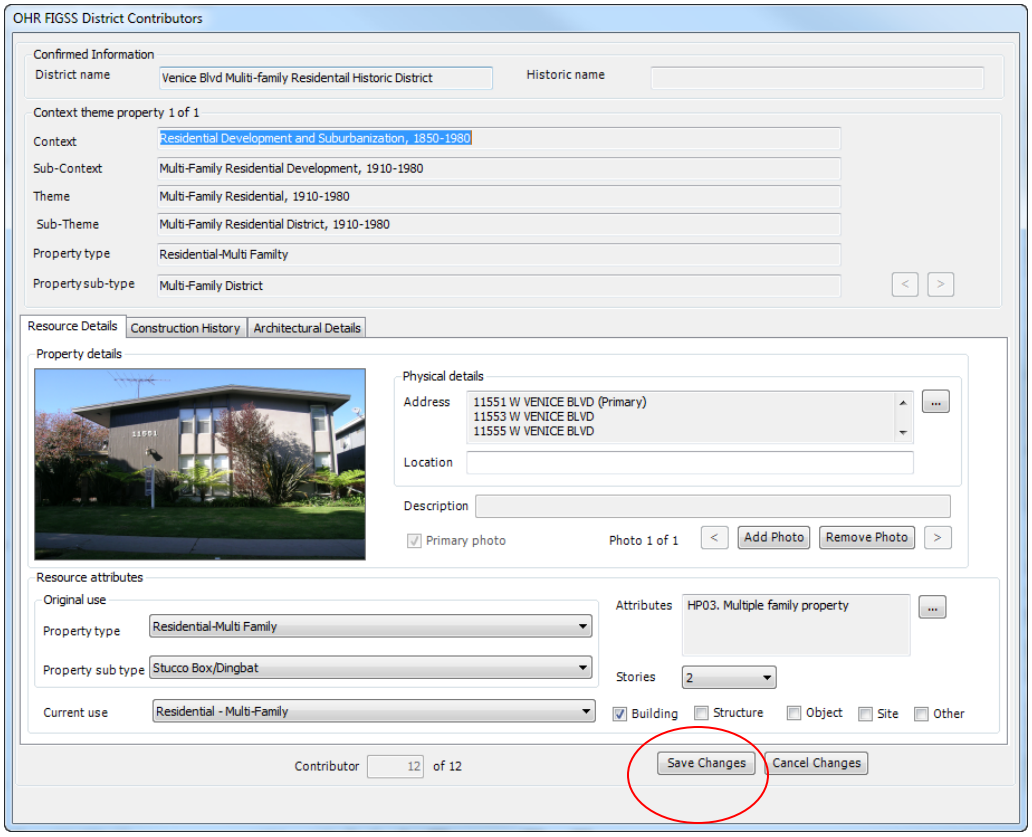
There are two ways to edit district contributor/non-contributor information:

No. 1 - Select a district by using “Select district from map” button OR “Select district by name” button from FiGSS toolbar and then click on the “Contributor” button on Screen 1. From this screen you may click “Add Contributor” to add additional contributors/non-contributors or “Remove Contributor” to delete contributors/non-contributors.

- To edit a specific contributor/non-contributor, type a number in the box at the bottom of the screen as shown below and hit “Enter.” Then click “Edit Contributor.”

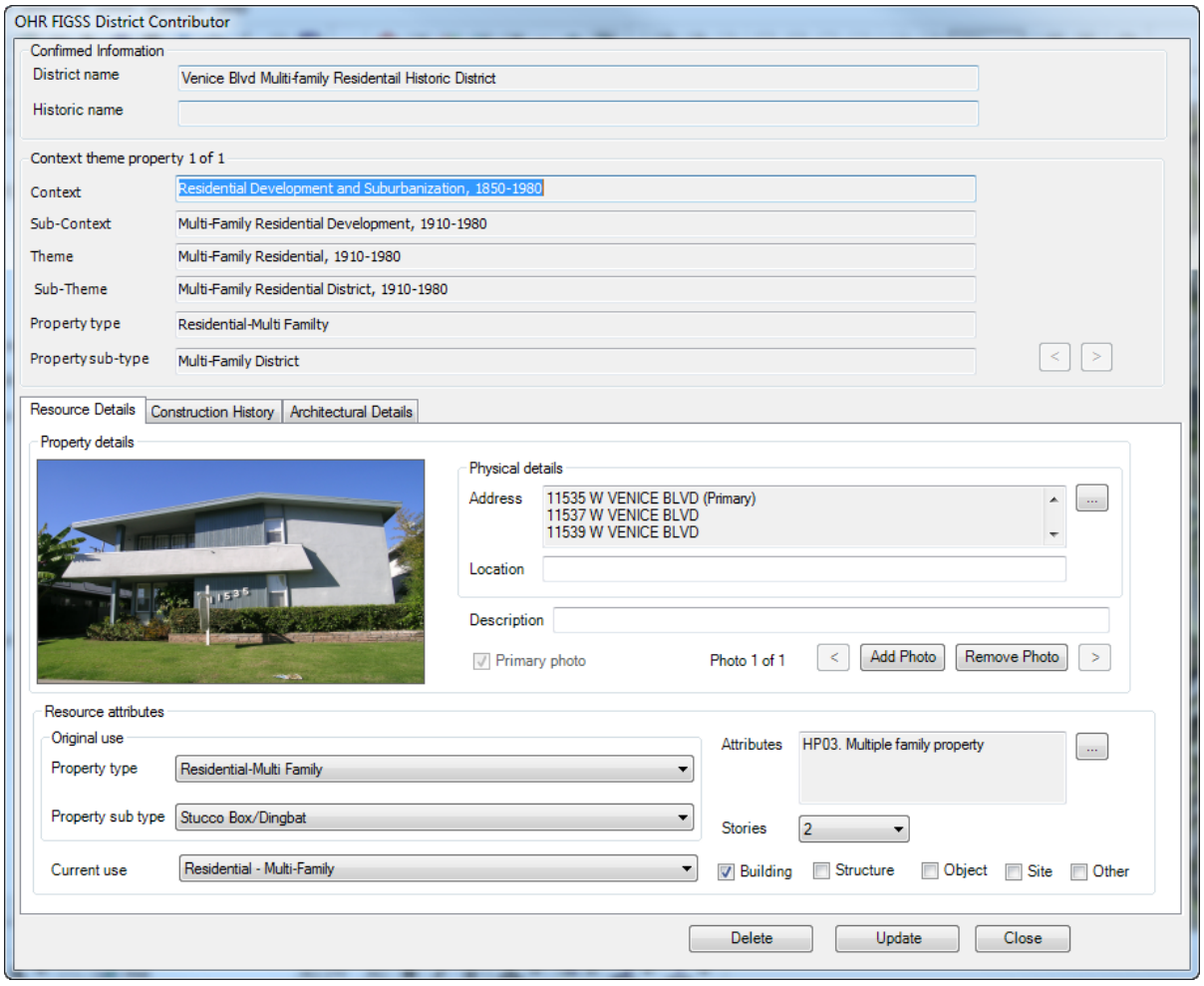


- Click “Edit Contributor” to make changes to information on any of the three tabs discussed in Section 9.6 and shown below.
- Edit by retyping data or de-selecting/selecting data from the drop down lists or check boxes.
- Click “Save Changes” to close the screen. Continue the process to edit other contributors/non-contributors. Or click “Exit” to end the editing process.


OHR FIGSS District Contributors
Confirmed Information
District name
Venice Blvd Muliti-family Residentail Historic District
Historic name
Context theme property 1 of 1
Context
Residential Development and Suburbanization, 1850-1980
Sub-Context
Multi-Family Residential Development, 1910-1980
Theme
Multi-Family Residential, 1910-1980
Sub-Theme
Multi-Family Residential District, 1910-1980
Property type
Residential-Multi Family
Property sub-type
Multi-Family District
Resource Details
Construction History
Architectural Details
Property details
Physical details
Address
11551 W VENICE BLVD (Primary)
11553 W VENICE BLVD
11555 W VENICE BLVD
Location
Description
Primary photo
Photo 1 of 1
Add Photo
Remove Photo
Resource attributes
Original use
Property type
Residential-Multi Family
Property sub type
Stucco Box/Dingbat
Current use
Residential - Multi-Family
Attributes
HP03. Multiple family property
Stories
2
Building
Structure
Object
Site
Other
Contributor
12
of 12
Save Changes
Cancel Changes

No. 2 - You can also edit/review a specific district resource by clicking on the “View District Contributor” icon on the FiGSS toolbar, and then drawing a box around the contributor/non-contributor symbol on the map (similar to the tool for viewing and editing individual resources). Note that these editing screens are slightly different than those than appear when editing directly through the district application. Edit data from each of the three tabs by retyping data or de-selecting/selecting data from the drop down lists or check boxes. Click “”Update” to save. You may remove a contributor with the “Delete” button.

When editing is complete click “Close.”



9.8 Editing District Boundaries and Information

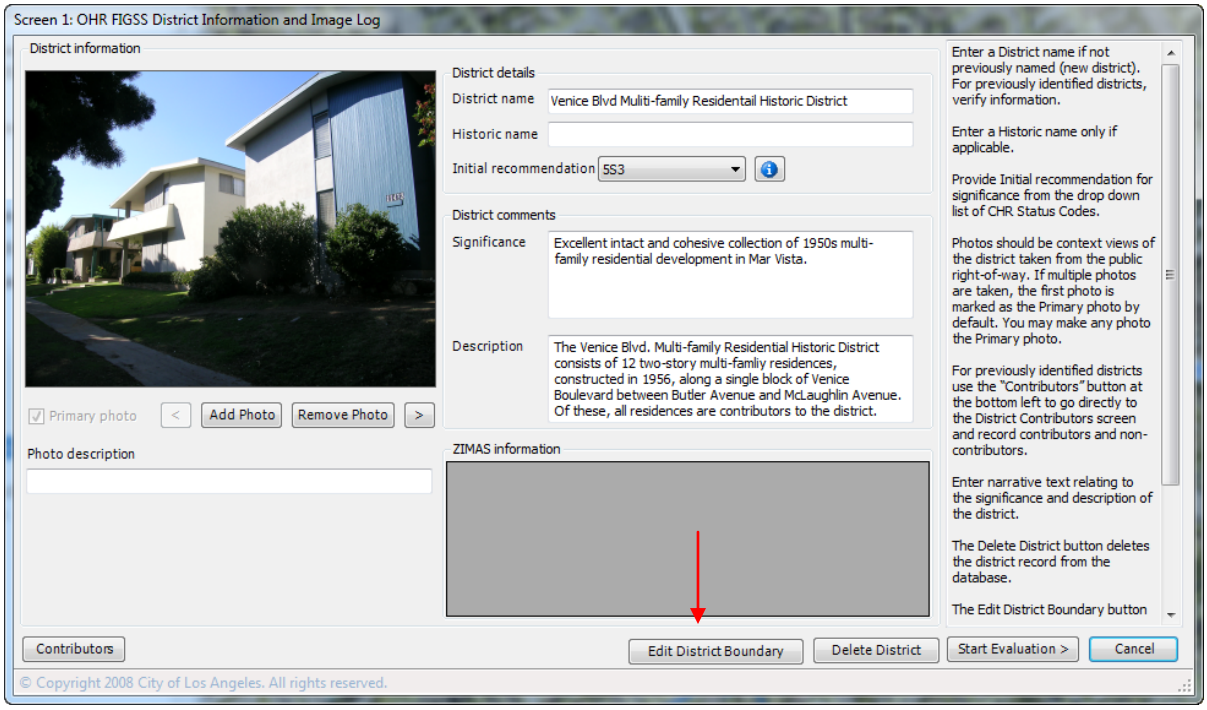
You may reshape the boundaries of a district or merge two or more districts together into a single district. Reshaping may be used, for example, after you have recorded contributors and non-contributors and would like to redraw a boundary to exclude a group of non-contributors. Merging may be used if you have surveyed two geographically-related areas separately, but decide they share a similar context and should be evaluated as one district.

In some cases you may want to merge districts and then reshape boundaries. In this case, complete the merge function first.

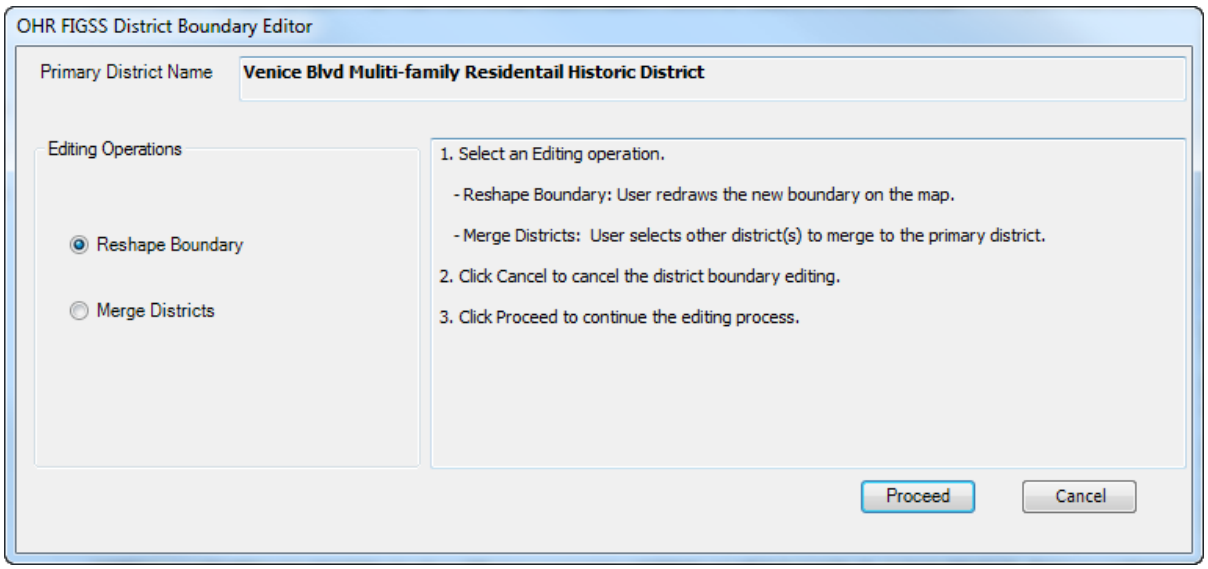
To reshape or merge:

Select a primary district by using “Select district from map” button OR “Select district by name” button from FiGSS Toolbar.

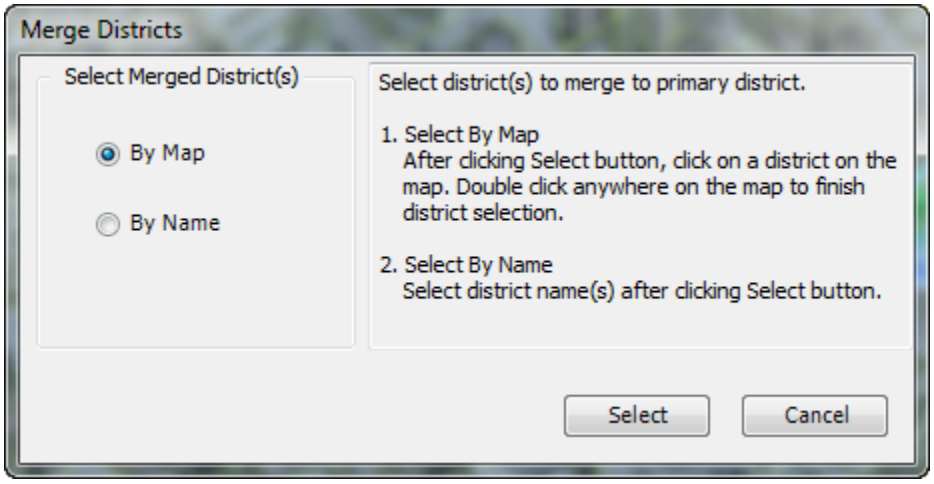
Click the “Edit District Boundary” button. Note that you may also delete a district from this screen.



- Select the applicable editing operation (Reshape or Merge) from the District Boundary Editor and then click “Proceed.”



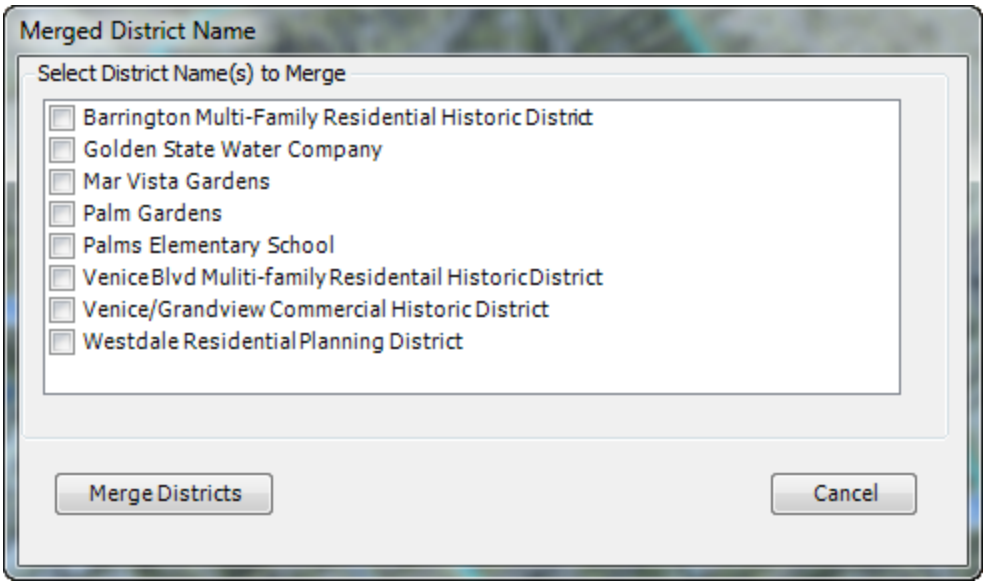
- When selecting “Merge Districts,” the “Merge Districts” dialog pops up. Select a merge to district(s) by name or by map.



Merge Districts

- Select By Map:
  Click within the boundaries of the district(s) you want to merge with the primary district. When finished, double click to end the selection process.

- Select By Name:
  Click the box next to the name of the district you want to merge, then click “Merge Districts.”



When you merge districts all information recorded on the merged district(s) is changed to be the same as of the primary district. Note that this means that any text entered into the "Description" and "Significance" fields on Screen 1 will be deleted from the merged district(s).

Reshape Boundary

Reshaping a district means redrawing the entire district boundary not just one portion of it. After selecting "reshape boundary" draw a new polygon to set the new boundaries. A pop-up message will ask if you are sure you want to save this new boundary. After selecting "yes" the new boundary is recorded for the selected district. Contributors NOT within the new boundary are removed. You will need to select the district again to add new contributors (using "Contributors" button) if there are resources within the new boundary not yet evaluated.

Edit District Information

Unlike individual resources, district information on Screens 1-5 may be edited directly from the FiGSS district screens. To edit:

- Select a district by using "Select district from map" button OR "Select district by name" button from FiGSS toolbar.
- Type over data on screens or delete/remove data as needed. CTPs and evaluations may be removed/edited or added directly from Screens 2-5.
- If you change a Status Code without editing a CTP evaluation be sure that your Reasons statement is still applicable.

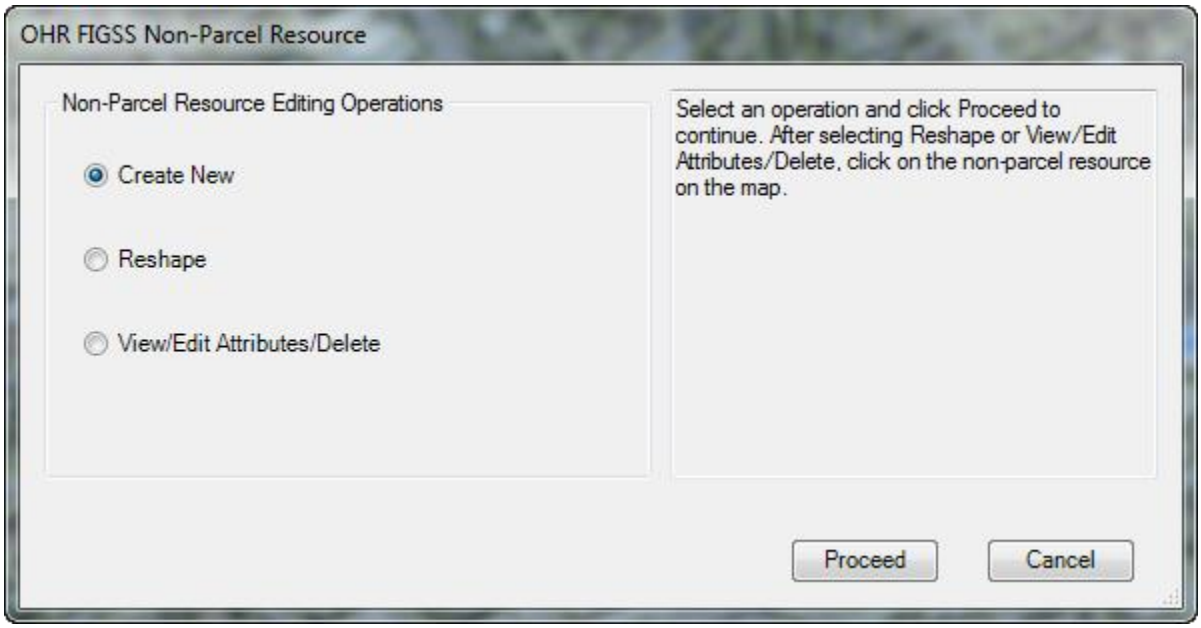
10.0 Non-Parcel Resources

10.1 Recording Non-Parcel Resources

The “Non-Parcel Resource” feature is generally used to record resources that are not on a parcel and do not have a street address. Non-parcel resources include:

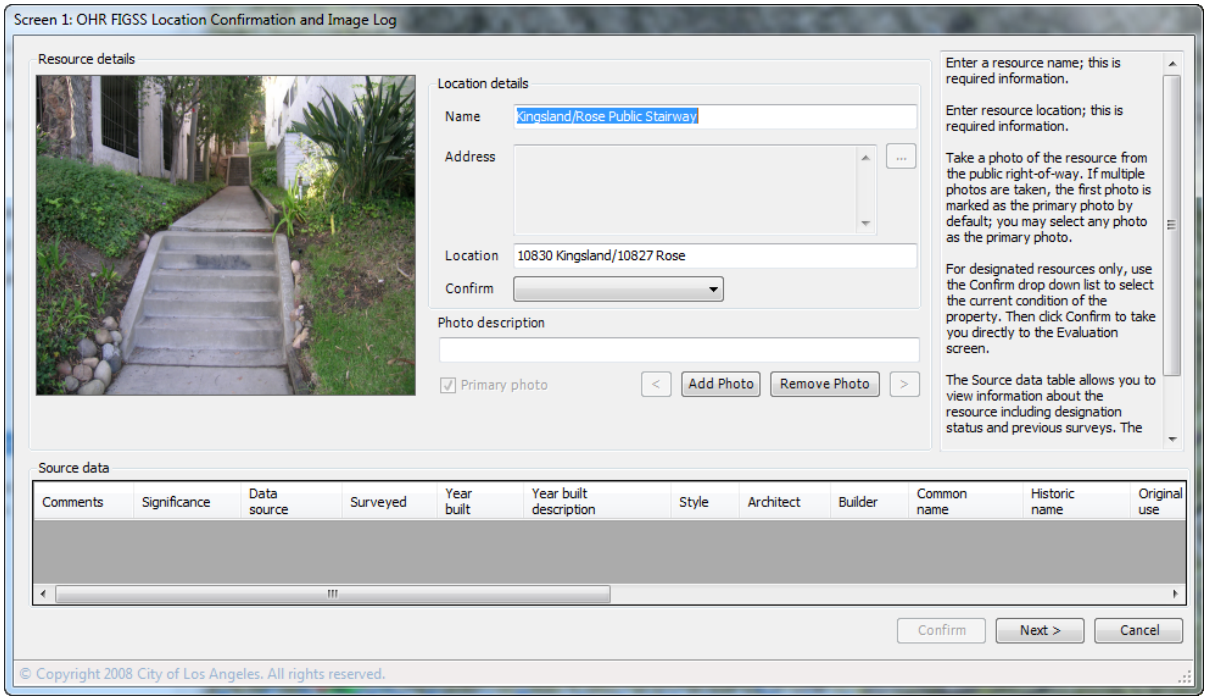
- Landscaped medians
- Bridges
- Street lights
- Air Raid Sirens
- Signs (when not on a parcel)
- Linear features (that may cover many parcels) such as:
    - Public walls/retaining walls
    - Street lights
    - Public stairs
    - Trees

To start recording a non-parcel resource, click the “Non-Parcel Resource” button on the FiGSS tool bar.



- Click “Create new” and then “Proceed.”

- On the Map, draw a polygon to define the shape of a non-parcel resource. This works the same as for drawing district boundaries (see page 41.



- From Screen 1 follow all other steps for recording Individual Resources in Section 8.0. Name, Location and Photo are required for Non-Parcel resources.

10.2 Reshaping Non-Parcel Resources

Reshape: Click on the "Non-Parcel Resource" button on the FiGSS toolbar.

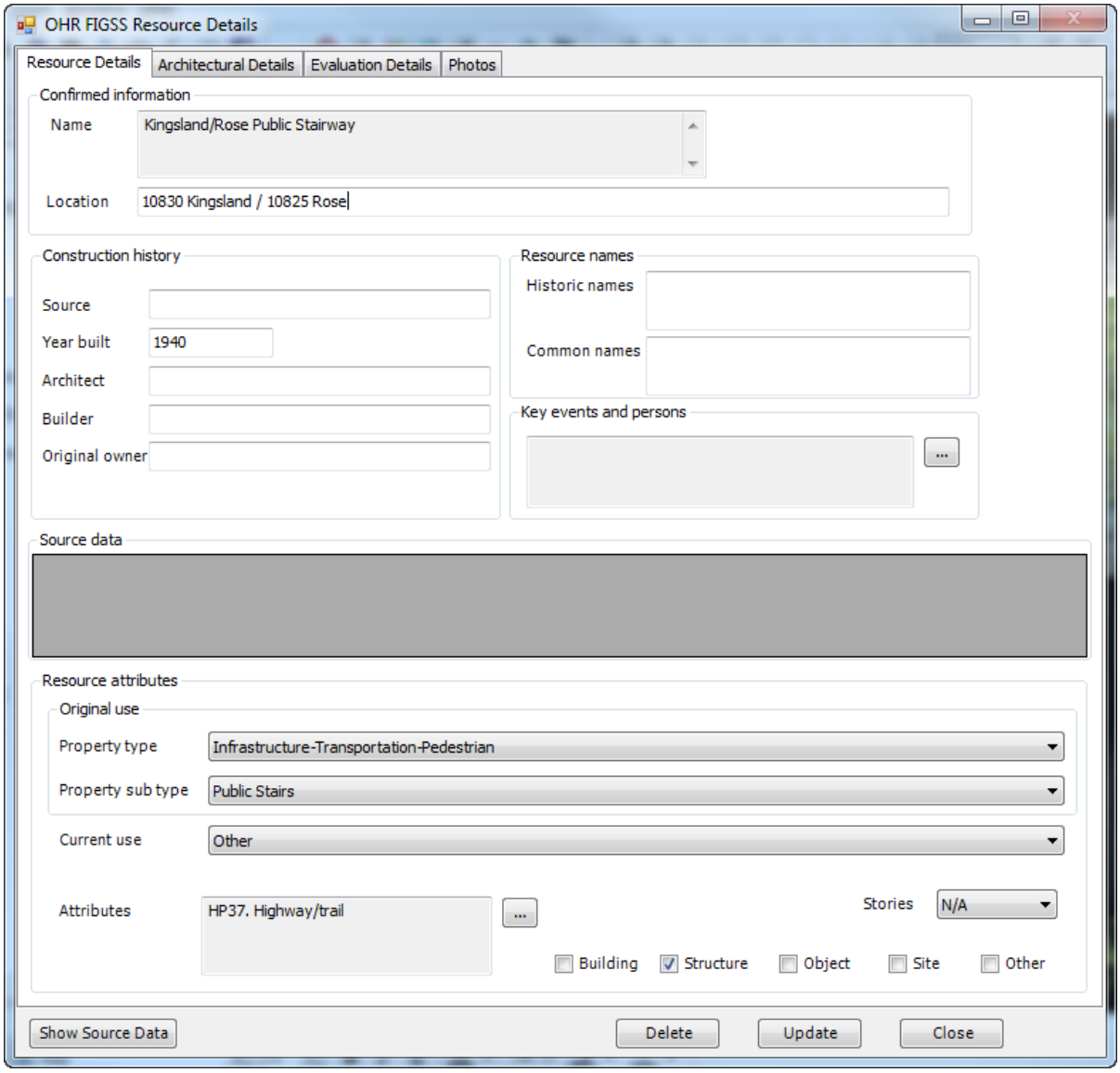
- Click "Reshape" and then "Proceed."
- Click on the non-parcel resource polygon you want to reshape.
- Draw a new polygon to reshape the non-parcel resource and click "yes" when prompted.

10.3 Editing Non-Parcel Resources

View/Edit Attributes/Delete: Click on the "Non-Parcel Resource" button from the FiGSS toolbar.

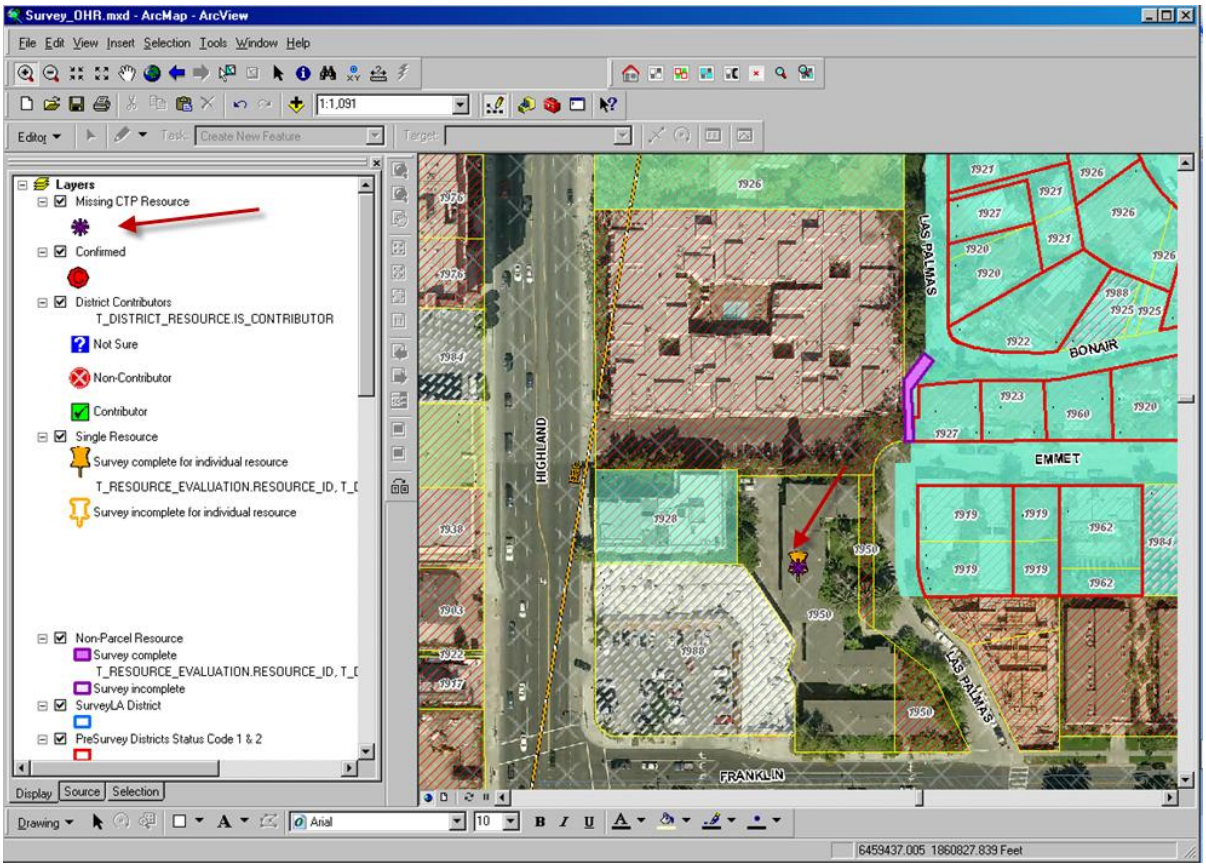
- Click "View/Edit Attributes/Delete" and then "Proceed."

- The “Resource Details” screen will appear and can be edited or deleted the same as for Individual Resources.



11.0 USING THE CTP CORRECTOR

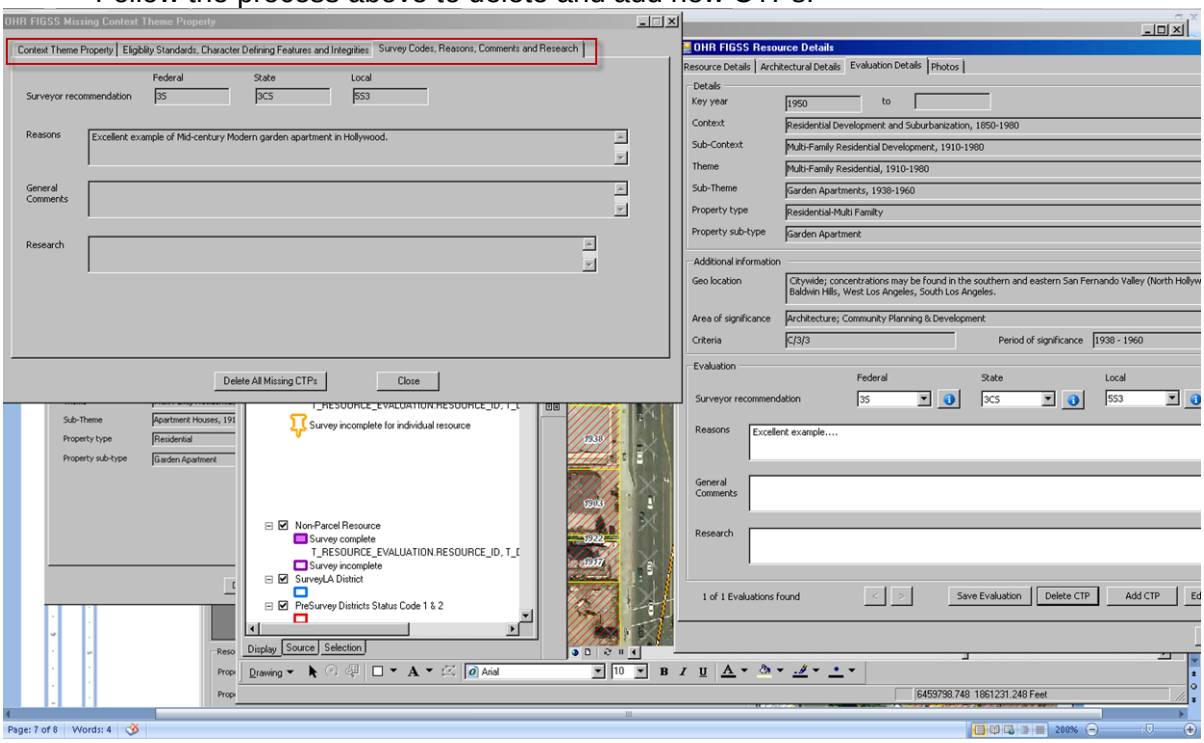
The OHR is still in the process of making edits to the CTP tables and will continue to do so as the surveys progress. This means that the CTP tables are regularly replaced in the FiGSS. For those CTP combinations that have been edited and replaced AFTER you have completed an evaluation, you will need to replace the old "missing" CTP with the "new" CTP as part of your final data revisions. To assist with replacing the CTPs, a CTP Comparison Report has been developed by property address and district name.

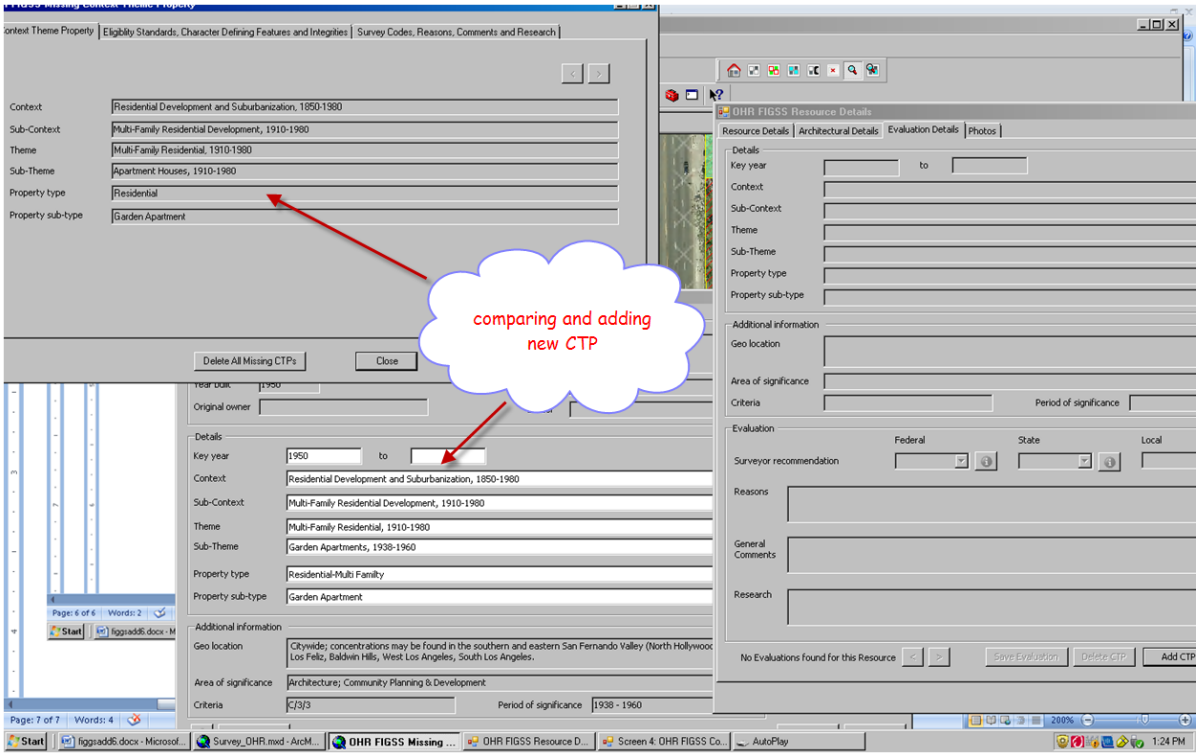


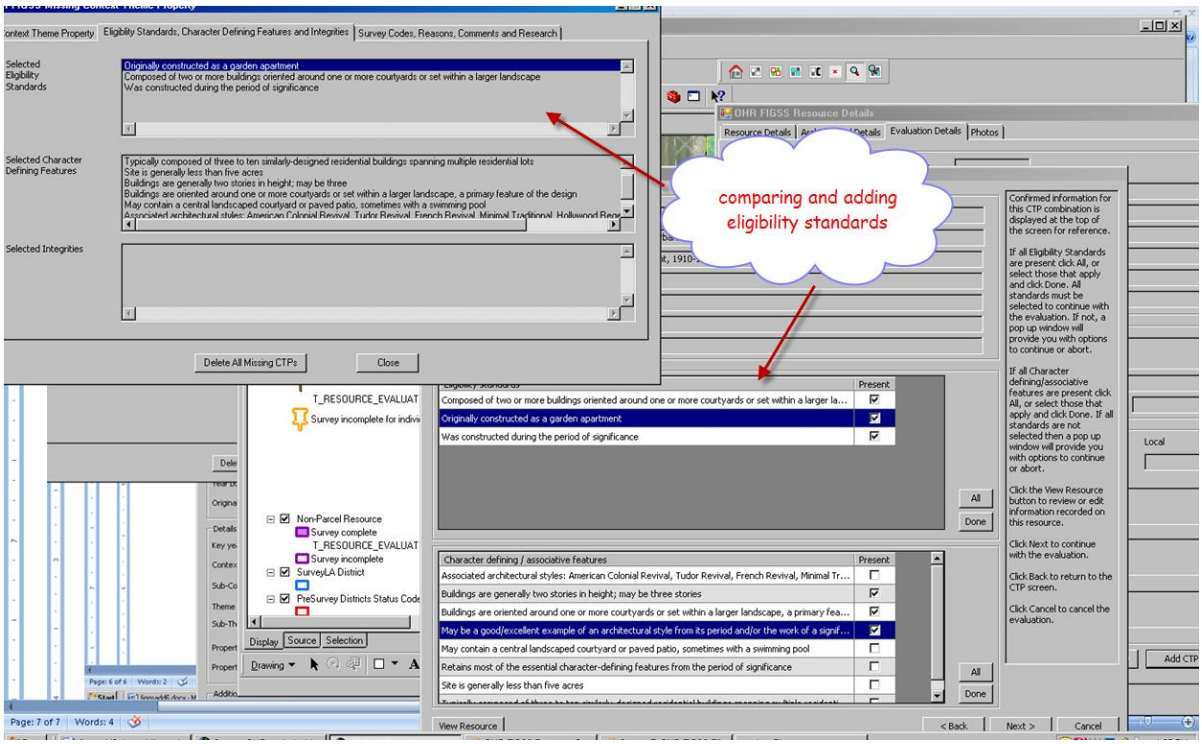
11.1 Editing the CTP

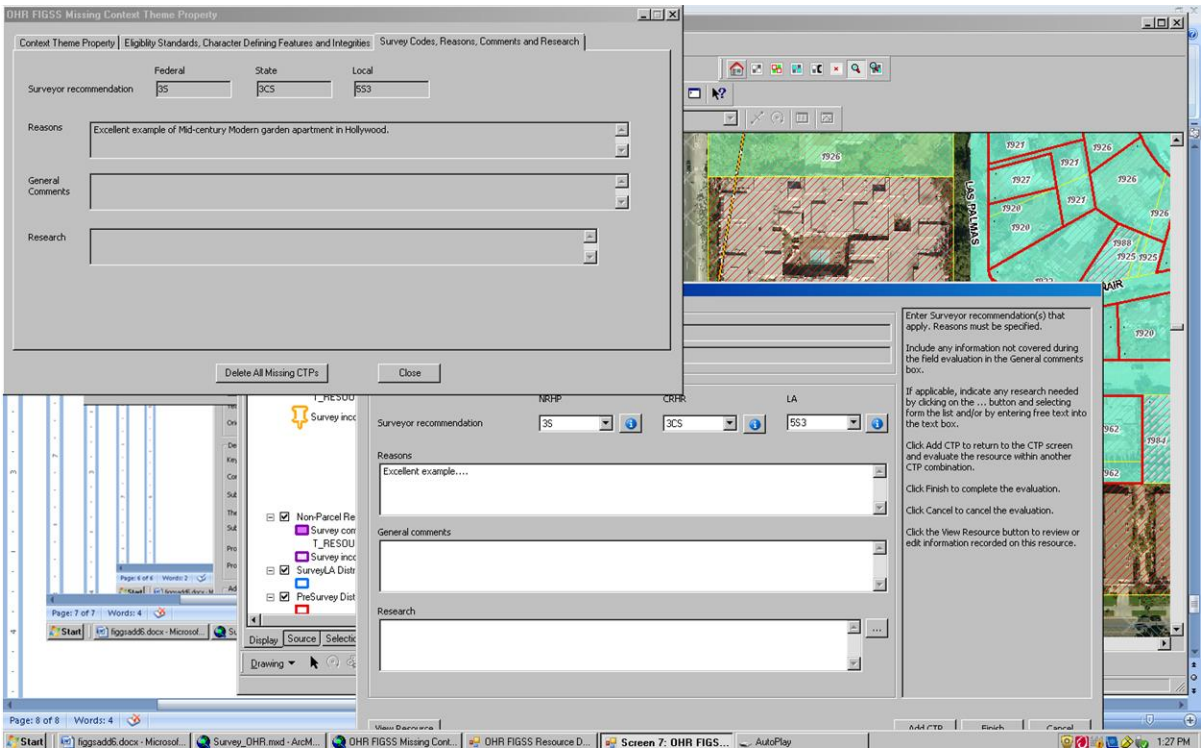
For individual properties, view the property data by using the " " layer on the map. The pop-up message will ask if you want to delete the CTPs. Before deleting, the new evaluation(s) must be completed. The "old" CTP information and evaluation is available for viewing and comparing to the "new CTP." When new evaluations are complete, delete any "old" CTPs.

For historic districts, use the CTP Comparison Report to identify missing CTPs. Follow the process above to delete and add new CTPs.






comparing and adding eligibility standards



12.0 THE 7RQ LAYER

The 7RQ Status Code (and associated map layer) indicates properties located within a survey area that were not evaluated for SurveyLA. Generally these are properties that were not identified as potentially significant based on visual observation or any preloaded information, but may also include designated resources that were not re-evaluated. The general concept behind this is to have every parcel accounted for, even if not evaluated as significant. Because the 7RQ layer slows the application, it is best to apply this Status Code at the end of the survey process. But surveyors may use their own judgment in deciding when to apply the 7RQ.

To assign this Status Code, click on the 7RQ icon on the FiGSS toolbar and draw a polygon around (**outside**) the boundaries of the surveyed area. The pop-up message will ask if you are sure you want to assign 7RQ. After selecting yes, parcels will be cross-hatched that were not evaluated (do not have push pins or district boundaries) and will be added to the 7RQ layer. Note that the FiGSS allows you to still evaluate 7RQ-assigned parcels at any time.

13.0 MULTIPLE RESOURCES - SINGLE PARCEL; MULTIPLE PARCELS - SINGLE RESOURCE

Multiple Resources – Single Parcel
The application allows you to separately record multiple resources on a single parcel that are *individually significant* within the same or different contexts. Steps detailed in Section 8.0 above should be completed for these resources. After the evaluations are complete, push pins will appear on **each** resource. Do not complete separate evaluations for related features.

In some cases, multiple resources on a single parcel may be recorded as a district. This may apply for example when recording a bungalow court, school campus, religious property, historic vernacular landscapes and industrial properties. See Section 9.0 for instructions on recording districts.

Multiple Parcels – Single Resource
A single building should be recorded as an individual resource regardless of how many parcels it covers. Click on the portion of the building roof associated with the street address. For large buildings with void spaces, such as courtyards and parking lots, make sure you click on the rooftop of the building itself.

If the resource fronts on two streets, then photograph both sides of the resource and record as a single resource under one address (click on the portion of the building associated with the street address). If the resource has more than one address, and they do not appear in the Address box on Screen 1, then enter these in the Location field on Screen 1.

14.0 SURVEY TIPS

14.1 Safety Guidelines

- Carry a copy of the SurveyLA project introduction letter prepared by the OHR (including the Spanish version where relevant). You may need to show this to residents and tenants who want to understand what you are doing.
- Go out in teams of at least two at all times.
- Never walk down alleys.
- Consider surveying in the early morning hours before the businesses are open and when neighborhoods tend to be quieter.
- If surveying on foot, keep a vehicle close by.
- Do not leave survey equipment in or on unattended vehicles.

14.2 Photography Guidelines

Professional photographer Stephen Schafer has developed a SurveyLA online photo tutorial which provides information regarding techniques for taking historic resource photos that capture the most documentary data. The tutorial is a requirement of the Field Guide training and is available on the SurveyLA website at http://preservation.lacity.org/node/447.

Camera Setting: Photo frames on SurveyLA reports have been standardized so that images are not stretched. The width to height ratios of image dimensions are required to equal 1.33 to accommodate the report format.

General Guidelines for Photographing Individual Resources and Historic Districts

- STAY in the public right-of-way. No trespassing onto private property.
- **Do not schedule field work and photography during trash collection days.** You can check for service days in areas throughout the City at the website: http://www.lacity.org/san/solid_resources/refuse/services/find_day.htm
- Position the camera to avoid trash containers, litter, people, animals, car mirrors, car windows and reflections, surveyor's hats, arms, hands, fingers, etc.
- Take at least one photograph of every resource recorded, even if the resource is not visible behind walls, landscaping, etc.
- Try to fit any related features (i.e. garages, landscape features) in the frame with the primary resources. Take additional photos only when absolutely necessary.
- Try to keep the resource front-lit. Keep the sun over your shoulder whenever possible, and plan your survey route accordingly.
- When photographing buildings, remember the acronym FRoWSE, which stands for Foundation, Roof, Windows, Siding, and Entrance. Try to capture as many of these elements within the frame as possible.

- Take photographs of resources from an angle (3/4 view). This way, you capture valuable information about the size and depth of the resource.
- Let the resource fill as much of the frame as possible while still giving the resource context. This generally means limiting how much sky and street appear in the frame.
- When recording historic districts, in addition to photographing all contributors and non-contributors, take context views to include representative streetscapes that show the relationship of the buildings to each other, setbacks, building heights, landscape and hardscape features, etc.
- While you may need to provide some written information about the photo (e.g. if only part of a building is visible from the public right-of-way you may need to explain the view), do not spend excessive time writing photo descriptions.
- Neck straps will allow you more freedom of movement and lessen the chance of dropping your camera.

15.0 SURVEY/FiGSS CONTACT INFORMATION

SurveyLA Primary Contact:
Janet Hansen, Deputy Manager, Office of Historic Resources
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SurveyLA Data Manager
Problems with FiGSS - Data Loading, Importing and Exporting:
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Email: david.dieudonne@lacity.org

Fae Tsukamoto, GIS Database Maintenance Supervisor, GIS Division
Office: (213) 978-1420
Email: fae.tsukamoto@lacity.org

Appendix A:
Criteria for Evaluation

Criteria for Evaluation

A1: National Register of Historic Places (NR)

The National Register of Historic Places is the Nation's official list of cultural resources worthy of preservation. According to National Register Bulletin 15, in order to qualify for the register, a resource must meet the criteria for evaluation, which are:

CRITERIA FOR EVALUATION

The quality of significance in American history, architecture, archeology, engineering, and culture is present in districts, sites, buildings, structures, and objects that possess integrity of location, design, setting, materials, workmanship, feeling, and association, and:

a) That are associated with events that have made a significant contribution to the broad patterns of our history; or

b) That are associated with the lives of persons significant in our past; or

c) That embody the distinctive characteristics of a type, period, or method of construction, or that represent the work of a master, or that possess high artistic values, or that represent a significant and distinguishable entity whose components may lack individual distinction; or

d) That have yielded, or may be likely to yield, information important in prehistory or history.

CRITERIA CONSIDERATIONS:

Ordinarily cemeteries, birthplaces, or 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 shall not be considered eligible for the National Register. However, such properties will qualify if they are integral parts of districts that do meet the criteria or if they fall within the following categories:

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

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; or

c) A birthplace or grave of a historical figure of outstanding importance if there is no appropriate site or building directly associated with his or her productive life; or

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; or

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; or

f) A property primarily commemorative in intent if design, age, tradition, or symbolic value has invested it with its own exceptional significance; or

g) A property achieving significance within the past 50 years if it is of exceptional importance.

INTEGRITY:

Integrity is the ability of a property to convey its significance. To be listed in the National Register of Historic Places, a property must not only be shown to be significant under the National Register criteria, but it also must have integrity. The evaluation of integrity is sometimes a subjective judgment, but it must always be grounded in an understanding of a property's physical features and how they relate to its significance. Historic properties either retain integrity (this is, convey their significance) or they do not. Within the concept of integrity, the National Register criteria recognize seven aspects or qualities that, in various combinations, define integrity. To retain historic integrity a property will always possess several, and usually most, of the aspects. The retention of specific aspects of integrity is paramount for a property to convey its significance. Determining *which* of these aspects are most important to a particular property requires knowing why, where, and when the property is significant. The following sections define the seven aspects and explain how they combine to produce integrity.

The Seven Aspects of Integrity:

1) **Location** is the place where the historic property was constructed or the place where the historic event occurred.

2) **Design** is the combination of elements that create the form, plan, space, structure, and style of a property.

3) **Setting** is the physical environment of a historic property.

4) **Materials** are the physical elements that were combined or deposited during a particular period of time and in a particular pattern or configuration to form a historic property.

5) **Workmanship** is the physical evidence of the crafts of a particular culture or people during any given period in history or prehistory.

6) **Feeling** is a property's expression of the aesthetic or historic sense of a particular period of time.

7) **Association** is the direct link between an important historic event or person and a historic property.

A2: California Register of Historical Resources (CR)

The California Register program encourages public recognition and protection of resources of architectural, historical, archeological and cultural significance, identifies historical resources for state and local planning purposes, determines eligibility for state historic preservation grant funding and affords certain protections under the California Environmental Quality Act. According to Technical Assistance Bulletin #3, to become an historic resource, a site must be significant at the local, state, or national level under one or more of the following four criteria:

1) It is associated with events that have made a significant contribution to the broad patterns of local or regional history, or the cultural heritage of California or the United States; or

2) It is associated with the lives of persons important to local, California, or national history; or

3) It embodies the distinctive characteristics of a type, period, region, or method of construction, or represents the work of a master or possesses high artistic values; or

4) It has yielded, or has the potential to yield, information important to the prehistory or history of the local area, California, or the nation.

In addition to having significance, resources must have integrity for the period of significance. The period of significance is the date or span of time within which significant events transpired, or significant individuals made their important contributions. Integrity is the authenticity of a historical resource's physical identity as evidenced by the survival of characteristics or historic fabric that existed during the resource's period of significance. Alterations to a resource or changes in its use over time may have historical, cultural, or architectural significance. Simply, resources must retain enough of their historic character or appearance to be recognizable as historical resources, and to convey the reasons for their significance.

A3: City of Los Angeles Historic Cultural Monument (HCM)

Sec. 22.171.8.Monument Designation Criteria

A proposed Monument may be designated by the City Council upon the recommendation of the Commission if it:

(A) Meets at least one of the following criteria:

1) Is identified with important events in the main currents of national, State or local history, or exemplifies significant contributions to the broad cultural, political, economic or social history of the nation, state, city, or community; or

2) Is associated with the lives of Historic Personages important to national, state, city, or local history; or

3) Embodies the distinctive characteristics of a style, type, period, or method of construction; or represents a notable work of a master designer, builder or architect whose genius influenced his or her age; or possesses high artistic values; or

4) Has yielded, or has the potential to yield, information important to the pre-history or history of the nation, state, city or community; or

A4: Historic Preservation Overlay Zone (HPOZ)

A Historic Preservation Overlay Zone (HPOZ) is a significant concentration, linkage, or continuity of sites, buildings, structures, or objects united historically or aesthetically by plan or physical development. According to Section 12.20.3 of the City of Los Angeles Municipal Code, the criteria for the designation of an HPOZ are:

1) Adds to the Historic architectural qualities or Historic associations for which a property is significant because it was present during the period of significance, and possesses Historic integrity reflecting its character at that time; or

2) Owing to its unique location or singular physical characteristics, represents an established feature of the neighborhood, community or city; or

3) Retaining the building, structure, Landscaping, or Natural Feature, would contribute to the preservation and protection of a Historic place or area of Historic interest in the City.

	NRHP	CRHR	HCM	HPOZ
Significance	The quality of significance in American history, architecture, archeology, engineering and culture is present in districts, sites, buildings, structures, and objects.	An historical resource must be significant at the local, state, or national level under one or more of the following four criteria.	A historical or cultural monument is any site (including significant trees or other plant life located thereon), building, or structure of particular historical or cultural significance to the City of Los Angeles, such as historic structures or sites.	For the purposes of this section, no building, structure, Landscaping, or Natural Feature shall be considered a Contributing Element unless it is identified as a Contributing Element in the historic resource survey for the applicable Preservation Zone. Features designated as contributing shall meet one or more of the following criteria.
Criterion: Events (A, 1, 1)	That are associated with events that have made a significant contribution to the broad patterns of our history.	It is associated with **events** that have made a significant contribution to the broad patterns of local or regional history, or the cultural heritage of California or the United States.	Identified with historic personages or with **important events** in the main currents of national, state, or local history.	
Criterion: Persons (B, 2, 2)	That are associated with the lives of persons significant in our past.	It is associated with the lives of **persons** important to local, California, or national history.	Identified with **historic personages** or with important events in the main currents of national, state, or local history.	
Criterion: Design/ Construction (C, 3, 3)	That embody the distinctive characteristics of a type, period, or method of construction, or that represent the work of a master, or that possess high artistic values, or that represent a significant and distinguishable entity whose components may lack individual distinction.	It embodies the **distinctive characteristics** of a type, period, region, or method of construction, or represents the **work of a master** or possesses **high artistic values.**	Notable work of a **master builder, designer, or architect** whose individual genius influenced his or her age.	Owing to its unique location or singular physical characteristics, represents an established feature of the neighborhood, community or city.
Criterion: Other values	That have yielded, or may be likely to yield, information important in	It has yielded, or has the potential to yield, information important to the **prehistory or history** of the local area, California, or the nation.	The broad cultural, political, economic, or social **history** of the	Retaining the building, structure, Landscaping, or Natural Feature, would

(Archaeology, broad history, preservation) (D, 4)	prehistory or history.		nation, state, or community is reflected or exemplified; or Has yielded, or has the potential to yield, information important to the **pre-history or history** of the nation, state, city or community.	contribute to the preservation and protection of a historic place or area of Historic interest in the City.
Integrity	That possess integrity of location, design, setting, materials, workmanship, feeling, and association.	Integrity is the authenticity of an historical resource's physical identity evidenced by the survival of characteristics that existed during the resource's period of significance. Historical resources eligible for listing in the California Register must meet one of the criteria of significance described in section 4852(b) of this chapter and retain enough of their historic character or appearance to be recognizable as historical resources and to convey the reasons for their significance. Historical resources that have been rehabilitated or restored may be evaluated for listing. Integrity is evaluated with regard to the retention of location, design, setting, materials, workmanship, feeling, and association. It must also be judged with reference to the particular criteria under which a resource is proposed for eligibility. Alterations over time to a resource or historic changes in its use may themselves have historical, cultural, or architectural significance. It is possible that historical resources may not retain sufficient integrity to meet the criteria for listing in the National Register, but they may still be eligible for listing in the California Register. A resource that has lost its historic character or appearance may still have sufficient integrity for the California Register if it maintains the potential to yield significant scientific or historical information or specific data.		Adding to the Historic architectural qualities or Historic associations for which a property is significant because it was present during the period of significance, and possesses Historic integrity reflecting its character at that time.

Appendix B:
Historic Property Definitions

Historic Property Definitions

For the purposes of SurveyLA, historic properties will be classified as followed, according to NRHP Bulletin "How to Complete the National Register Registration Forms" page 15.

Building: Buildings such as a house, barn, church, hotel or similar construction, are created principally to shelter any form of human activity. The term building may also refer to a historically and functionally related unit.
Examples: Houses, barns, garages, social halls, city halls, churches, hotels, theaters, schools, stores.

Structure: A structure is distinguished from a building by its function which is generally for purposes other than creating human shelter.
Examples: Bridges, tunnels, systems of roads and paths, windmills, canals.

Object: An object is distinguished from buildings and structures as a construction that is primarily artistic in nature, relatively small in scale and simply constructed. While it may be intrinsically movable by nature or design, it is associated with a specific setting or environment. Historic objects are found in a setting appropriate to their significant historic use, role or character.
Examples: Sculpture, statuary, fountains, street lights.

Site: A site is the location of a significant event, a historic or prehistoric occupation of activity, building or structure, whether standing, ruined or vanished, where the location itself possesses historic, cultural or archaeological value, regardless of the value of any existing structure.
Examples: Cemeteries, designed landscapes, trails, village sites, natural features, ruins of historical buildings, gardens, grounds.

District: A district possesses a significant concentration, linkage, or continuity of sites, buildings, structures, or objects united historically or aesthetically by plan or physical development. Concentrated linkage and continuity of features refers to the interrelationship of the district's resources which can convey a visual sense of the overall physical environment, or be an arrangement of historically or functionally related properties. A district can comprise both features that lack individual distinction and individually distinctive features that serve as focal points. A district may contain both contributing and noncontributing properties.
Examples: School campuses, industrial complexes, residential neighborhoods, civic center, central business districts, parks, estates, transportation networks, canal systems.

Appendix C:
Areas of Significance

Areas of Significance

Areas of significance are economic, social, artistic, cultural and environmental aspects associated with a property from which it derives significance. [Adapted from NRHP Bulletin "How to Complete the National Register Registration Form, "pages 38-41.

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.*

Art: *The creation of painting, printmaking, photography, sculpture, and decorative arts.*

Commerce: *The business of trading goods, services, 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, and 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 application 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 sports.*

Ethnic Heritage: *The history of persons having a common ethnic or racial identity.*

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, 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 efforts 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.*

Appendix D:

Resource Attribute Codes and Definitions

Resource Attribute Codes and Definitions

Source: California Office of Historic Preservation, *Instructions for Recording Historical Resources*, Appendix 4: Resource Attribute Codes

HP1. Unknown: No reasonable guess can be made about the historic use or function of the resource.

HP2. Single Family Property: A building constructed to house one family.

HP3. Multiple Family Property: Any building providing longer than temporary lodging for more than one person or household, e.g., duplexes, apartment buildings, dormitories, bunkhouses, etc.

HP4. Ancillary Building: Barns, outhouses, detached garages, carriage houses, sheds, etc.

HP5. Hotel/Motel: Any building or group of buildings providing temporary lodging for travelers.

HP6. Commercial Building, 3 stories and under: Any type of building dealing with management, retail sales, or marketed services, e.g., stores, banks, gas stations, office buildings, etc. Do not include basement in height count.

HP7. Commercial Building, over 3 stories: Do not include basement in height count.

HP8. Industrial Building: Any building where the manufacture or distribution of products occurs, e.g., canneries, mills, foundries, warehouses, etc.

HP9. Public Utility Building: Any building that houses services available to the public at large, e.g., firehouses, power houses, electrical substations, etc.

HP10. Theater: Any place where plays, variety shows, motion pictures, etc., are presented. Includes amphitheaters.

HP11. Engineering Structure: A structure not covered in any other category, e.g., docks, runways, water towers, etc.

HP12. Civic Auditorium: Publicly owned buildings for concerts, speeches, etc.

HP13. Community Center/Social Hall: Any building designed to hold meetings of social groups, e.g., fraternal halls, women's clubs, boy scout cabins, etc.

HP14. Government Buildings: Any building designed to house government administration or transactions, e.g., post offices, city halls, county courthouses, etc.

HP15. Educational Building: Any building with an educational purpose, e.g., schools, libraries, museums, etc.

HP16. Religious Building: Any building holding religious ceremonies or connected the operations of religious organizations, e.g., churches, seminaries, parsonages, etc.

HP17. Railroad Depot: Stations and other buildings connected to the operation of railroads and streetcars, e.g., sheds, roundhouses, etc.

HP18. Train: Engines, streetcars, and rolling stock.

HP19. Bridge: Any overpass for automobiles, trains, pedestrians, etc.

HP20. Canal/Aqueduct: Any artificial waterway for transportation or irrigation. Includes large pipes, conduits, drainage ditches, and bridge-like structures for carrying water.

HP21. Dam: Any barrier constructed to hold back water.

HP22. Lake/River/Reservoir: Any inland body of water, natural stream of water, or place where water is collected and stored.

HP23. Ship: Any vessel able to navigate inland or ocean waters.

HP24. Lighthouse: Any building or structure from which ships are guided by sight or sound.

HP25. Amusement Park: An outdoor place with various amusement buildings, structures, or devices. Includes zoological parks.

HP26. Monument/Mural/Gravestone:

1) Any object with a commemorative or artistic purpose, e.g., statue, obelisk, sculpture, etc.; or

2) Any painting, photograph, etc. on a wall or ceiling.

HP27. Folk Art: Any object that expresses the artistic capacities of a people without being the product of formal training.

HP28. Street Furniture: Any object that is permanently placed near a street, e.g., fire hydrants, streetlights, benches, curbstones, hitching posts, etc.

HP29. Landscape Architecture: Any place in which trees, bushes, lawns, fountains, walls, etc. have been arranged for aesthetic effect.

HP30. Trees/Vegetation: Any plant, whether planted or growing naturally, not part of a landscape plan.

HP31. Urban Open Space: Any area that has experienced little building or other development within in a city limits, e.g., parks, grounds, or large open lots.

HP32. Rural Open Space: Any area that has experienced little building or other development outside city limits.

HP33. Farm/Ranch: Any place where crops or animals are raised.

HP34. Military Property: Any property owned by one of the US armed services, including the National Guard.

HP35. New Deal Public Works Project: Any property built under one of the public works programs of the New Deal. Includes properties aided by funds or personnel from the Works Progress Administration (WPA) and successors, Public Works Administration (PWA), Civilian Conservation Corps (CCC), etc.

HP36. Ethnic Minority Property: Any property closely associated with events, individuals, groups, or social patterns important in the history of an ethnic group. Includes properties designed by important ethnic group members. Add further information by including the name of the ethnic group involved. The OHP has abbreviations for five groups, so put these two letters in front of the name: AA African Americans, CH Chinese, JA Japanese, LA Latino, NA Native Americans. The Office will adopt other abbreviations as properties associated with other ethnic groups are identified.

HP37. Highways/Trail: Any roadway, from freeway to footpath.

HP38. Women's Property: Any property closely associated with events, individuals, groups, or social patterns important in the history of women. Includes work of women designers as well as buildings such as YWCAs and women's clubs.

HP39. Other: If no other code applies, enter HP39.

HP40. Cemetery: Burial ground with monuments (except archeological sites).

HP41. Hospital: Any facility for treatment of the sick.

HP42. Stadium/Sports Arena: Any structure or building that provides a place in which sporting events are viewed.

HP43. Mine: Any structure or building connected with mining, e.g., mine shafts, head frames, stamp mills, shops, etc.

HP44. Adobe Building/Structure:

HP45. Unreinforced Masonry Building:

HP46. Walls/Gates/Fences:

Appendix E:

Acronyms

Acronyms Used in this Guide

APN: Los Angeles County Assessor's Parcel Number

CEQA: California Environmental Quality Act

CHRIS: California Historical Resources Information System

CR: California Register of Historical Resources

CRA: Community Redevelopment Agency

DPR: Department of Parks and Recreation, State of California

FiGSS: Field Guide Survey System

GCI: Getty Conservation Institute

GIS: Geographic Information System

HCM: City of Los Angeles Historic-Cultural Monument

HCS: Historic Context Statement

HPOZ: Historic Preservation Overlay Zone

HRI: California State Historic Resources Inventory

MPD: Multiple Property Documentation

NPS: National Park Service

NR: National Register of Historic Places

OHP: Office of Historic Preservation, State of California

OHR: Office of Historic Resources, City of Los Angeles

SHPO: State Historic Preservation Officer, California

SurveyLA: Los Angeles Historic Resource Survey

ZIMAS: Zoning Information and Map Access System

Appendix F:
CHR Status Codes

California Historical Resource Status Codes

1 Properties listed in the National Register (NR) or the California Register (CR)

1D Contributor to a district or multiple resource property listed in NR by the Keeper. Listed in the CR.
1S Individual property listed in NR by the Keeper. Listed in the CR.
1CD Listed in the CR as a contributor to a district or multiple resource property by the SHRC
1CS Listed in the CR as individual property by the SHRC.
1CL Automatically listed in the California Register – Includes State Historical Landmarks 770 and above and Points of Historical Interest nominated after December 1997 and recommended for listing by the SHRC.

2 Properties determined eligible for listing in the National Register (NR) or the California Register (CR)

2B Determined eligible for NR as an individual property and as a contributor to an eligible district in a federal regulatory process. Listed in the CR.
2D Contributor to a district determined eligible for NR by the Keeper. Listed in the CR.
2D2 Contributor to a district determined eligible for NR by consensus through Section 106 process. Listed in the CR.
2D3 Contributor to a district determined eligible for NR by Part I Tax Certification. Listed in the CR.
2D4 Contributor to a district determined eligible for NR pursuant to Section 106 without review by SHPO. Listed in the CR.
2S Individual property determined eligible for NR by the Keeper. Listed in the CR.
2S2 Individual property determined eligible for NR by a consensus through Section 106 process. Listed in the CR.
2S3 Individual property determined eligible for NR by Part I Tax Certification. Listed in the CR.
2S4 Individual property determined eligible for NR pursuant to Section 106 without review by SHPO. Listed in the CR.
2CB Determined eligible for CR as an individual property and as a contributor to an eligible district by the SHRC.
2CD Contributor to a district determined eligible for listing in the CR by the SHRC.
2CS Individual property determined eligible for listing in the CR by the SHRC.

3 Appears eligible for National Register (NR) or California Register (CR) through Survey Evaluation

3B Appears eligible for NR both individually and as a contributor to a NR eligible district through survey evaluation.
3D Appears eligible for NR as a contributor to a NR eligible district through survey evaluation.
3S Appears eligible for NR as an individual property through survey evaluation.
3CB Appears eligible for CR both individually and as a contributor to a CR eligible district through a survey evaluation.

3CD Appears eligible for CR as a contributor to a CR eligible district through a survey evaluation.
3CS Appears eligible for CR as an individual property through survey evaluation.

4 Appears eligible for National Register (NR) or California Register (CR) through other evaluation

4CM Master List - State Owned Properties – PRC §5024.

5 Properties Recognized as Historically Significant by Local Government

5D1 Contributor to a district that is listed or designated locally.
5D2 Contributor to a district that is eligible for local listing or designation.
5D3 Appears to be a contributor to a district that appears eligible for local listing or designation through survey evaluation.
5S1 Individual property that is listed or designated locally.
5S2 Individual property that is eligible for local listing or designation.
5S3 Appears to be individually eligible for local listing or designation through survey evaluation.
5B Locally significant both individually (listed, eligible, or appears eligible) and as a contributor to a district that is locally listed, designated, determined eligible or appears eligible through survey evaluation.

6 Not Eligible for Listing or Designation as specified

6C Determined ineligible for or removed from California Register by SHRC.
6J Landmarks or Points of Interest found ineligible for designation by SHRC.
6L Determined ineligible for local listing or designation through local government review process; may warrant special consideration in local planning.
6T Determined ineligible for NR through Part I Tax Certification process.
6U Determined ineligible for NR pursuant to Section 106 without review by SHPO.
6W Removed from NR by the Keeper.
6X Determined ineligible for the NR by SHRC or Keeper.
6Y Determined ineligible for NR by consensus through Section 106 process – Not evaluated for CR or Local Listing.
6Z Found ineligible for NR, CR or Local designation through survey evaluation.

7 Not Evaluated for National Register (NR) or California Register (CR) or Needs Revaluation

7J Received by OHP for evaluation or action but not yet evaluated.
7K Resubmitted to OHP for action but not reevaluated.
7L State Historical Landmarks 1-769 and Points of Historical Interest designated prior to January 1998 – Needs to be reevaluated using current standards.
7M Submitted to OHP but not evaluated - referred to NPS.
7N Needs to be reevaluated (Formerly NR Status Code 4)
7N1 Needs to be reevaluated (Formerly NR SC4) – may become eligible for NR w/restoration or when meets other specific conditions.
7R Identified in Reconnaissance Level Survey: Not evaluated.
7W Submitted to OHP for action – withdrawn.

Appendix G:

Additional Sources of Information

Additional Sources of Information

SurveyLA

SurveyLA Website:
http://www.surveyla.org

City of Los Angeles Office of Historic Resources Website:
http://preservation.lacity.org

Getty Conservation Institute LA Survey Website:
http://www.getty.edu/conservation/field_projects/lasurvey/index.html

Survey Standards, Documentation, and Historic Context Statements

National Register Bulletin: Guidelines for Local Surveys: A Basis for Preservation Planning
http://www.nps.gov/history/nr/publications/bulletins/nrb24/

Secretary of the Interior's Standards for Identification:
http://www.nps.gov/history/local-law/arch_stnds_2.htm

Secretary of the Interior's Standards for Evaluation: http://www.nps.gov/history/local-law/arch_stnds_3.htm

Secretary of the Interior's Standards for Registration:
http://www.nps.gov/history/local-law/arch_stnds_4.htm

Secretary of the Interior's Standards for Historical Documentation:
http://www.nps.gov/history/local-law/arch_stnds_5.htm

Secretary of the Interior's Standards for Architectural and Engineering Documentation:
http://www.nps.gov/history/local-law/arch_stnds_6.htm

Consultant Qualifications

Secretary of the Interior's Professional Qualifications Standards
http://www.nps.gov/history/local-law/arch_stnds_9.htm

California Office of Historic Preservation (OHP)

OHP Publications and Forms
http://ohp.parks.ca.gov/?page_id=1069

OHP Instructions for Recording Historical Resources
http://ohp.parks.ca.gov/page/1054/files/manual95/pdf
OHP Technical Assistance Bulletin #8, User's Guide to the California Historical Resource Status Codes:

http://ohp.parks.ca.gov/pages/1069/files/tab8.pdf

Evaluation Criteria

National Register Criteria for Evaluation
http://frwebgate.access.gpo.gov/cgi-bin/getcfr.cgi?TITLE=60.4&PART=36&SECTION=4&TYPE=PDF

California Register Criteria for Evaluation
http://www.leginfo.ca.gov/cgi-bin/displaycode?section=prc&group=05001-06000&file=5020-5029.5

City of LA Historic-Cultural Monument (HCM) Ordinance
http://preservationla.org/files/Cultural%20Heritage%20Ordinance.pdf

City of Los Angeles HPOZ Ordinance
http://preservationla.org/files/Citywide%20HPOZ%20Ordinance.pdf

Multiple Property Documentation

NPS Bulletin, How to Complete the National Register Multiple Property Documentation Form
http://www.nps.gov/history/nr/publications/bulletins/nrb16b/nrb16b.pdf

NPS NRHP Multiple Property Documentation Form (Form 10-900-b)
http://www.nps.gov/history/nr/publications/downloads/nrform-10-900b.pdf

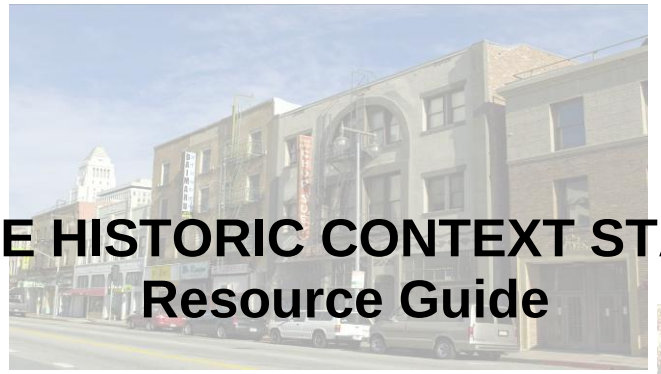
Designation Information

National Park Service National Register Information System (NRIS)
http://www.nr.nps.gov/
(web site includes information on individual resources and historic districts listed in the National Register as well as Multiple Property listing)

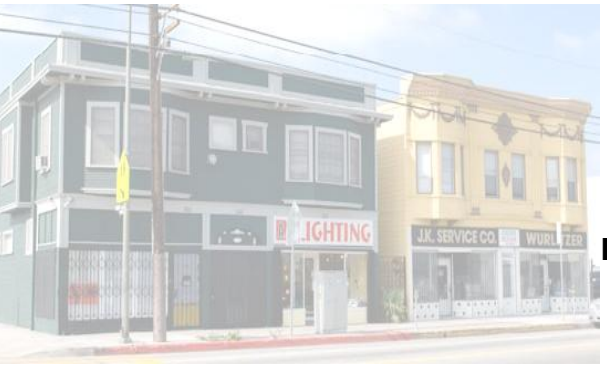
Department of City Planning Zone Information and Map Access System
http://zimas.lacity.org
(to access information on designated resources see the “Find Historic Properties” ZIMAS tutorial at http://preservation.lacity.org/survey/find).

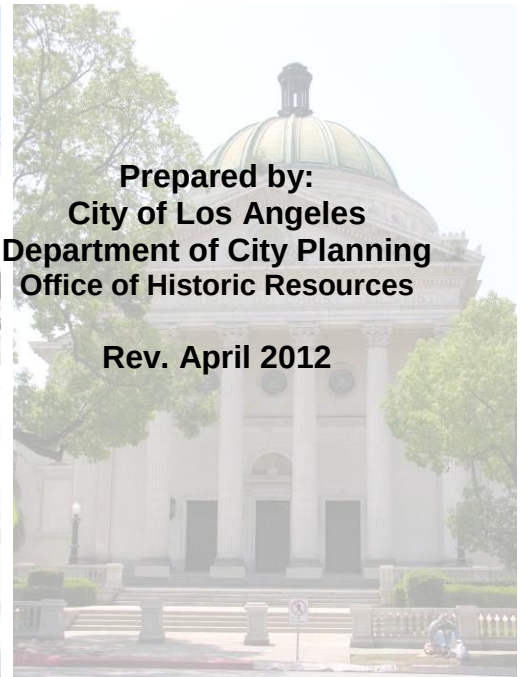
SurveyLA

Los Angeles Historic Resources Survey



CITYWIDE HISTORIC CONTEXT STATEMENT
Resource Guide





Prepared by:
City of Los Angeles
Department of City Planning
Office of Historic Resources

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SURVEYLA HISTORIC CONTEXT STATEMENT RESOURCE GUIDE

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WELCOME NOTE FROM THE OFFICE OF HISTORIC PRESERVATION

Congratulations on being part of Survey LA! The eyes of the world, literally, are upon you as you engage in this daunting but vitally important task! As reiterated in the Secretary of the Interior's *Standards and Guidelines for Archeology and Historic Preservation*, "the development of historic contexts is the foundation for decisions about the identification, evaluation, registration and treatment of historic properties, and surveys."

Several aspects of SurveyLA aside from the number of parcels and the survey area set it apart from typical local government surveys. One is the level of public participation and the extent of multi-disciplinary collaboration among academics, public historians, professional consultants, volunteers and other interested participants. Another is the melding of advanced electronic data capture technology with the best-practices, context-based, multiple property documentation approach to streamline fieldwork and provide solid information for planning purposes.

As you go about the work of researching and writing the themes and contexts, I encourage you to consider the following:

- Historic context statements are a specialized form of historical writing with specific goals and requirements. They are not intended to be a chronological recitation of a community's significant historical events or noteworthy citizens or a comprehensive community history. Nor are they intended to be academic exercises demonstrating prodigious research, the ability to cite a myriad of primary and secondary resources, and write complex and confusing prose comprehensible only to professionals in the field. Rather, historic context statements need to be direct, to the point, and easily understood by the general public.

- Historic context statements are intended to provide a framework for identifying and evaluating resources by focusing on and concisely explaining *what* aspects of geography, history and culture significantly shaped the physical development of a community or region's land use patterns and built environment over time, *what* important property types were associated with those developments, *why* they are important, and *what* characteristics they need to have to be considered an important representation of their type and context.

- By focusing on property types rather than on individual buildings or architectural styles, and providing clear criteria for evaluating significance and integrity, a good context provides a template for identifying, evaluating and developing plans for the treatment of historical resources even in the absence of complete knowledge of individual properties. "Property types" is the concept that links history with the built environment.

- Information included in historic contexts need to pass the "*so what*" test. When researching or writing, it helps to ask, "So what information does this sentence, paragraph, or section provide to help explain how land use patterns developed or why the built environment looks the way it does today?" Wars, fires, expositions, arrivals of the rail roads and street car lines, visits by presidents, and other such events generally serve as historical markers or frame time periods. But unless a

connection is made between that information about what happened in the past and how it shaped today's built environment, then "so what." For example, a description of what native peoples ate, wore or made their houses from hundreds of years ago will not pass the "so what" test unless it is connected with *where* they collected or processed their resources and how their land use patterns shaped those of later inhabitants.

- Land use patterns and the built environment are expressions of the ideas and cultural practices of individuals and groups in response to the climate, geography, economy, politics, technology, and available resources in a particular locale. Only when the context writer makes an explicit connection between the history and the extant land use patterns or built environment, will the historic context pass the "so what" test and be a useful tool for integrating historic preservation into land-use planning.

Whether one views historic preservation as an important strategy in economic development and sustainability, as a matter of stewardship for the benefit of future generations, or as a compromising of individual property rights, home owners, developers, planners, and local government officials want better information and more efficient and cost–effective methods of getting it. The methodology and electronic tools being developed and used to carry out SurveyLA will influence the way contexts and historic resource surveys are done throughout the country. What an opportunity for all of us to be a part of shaping the future of preservation in Los Angeles and California! Pat your self on the back, take a deep breath, and then get to work!

Marie Nelson
Survey/CLG Coordinator
Office of Historic Preservation
Sacramento, California
August 2009

1.0 INTRODUCTION

The City of Los Angeles, Department of City Planning, Office of Historic Resources (OHR), in collaboration with the Getty Foundation and the Getty Conservation Institute (GCI), is completing SurveyLA, a multi-year project to identify and record significant historic and cultural resources throughout Los Angeles. One of the greatest challenges of SurveyLA is developing survey tools and methods that meet accepted federal and state survey guidelines and standards and provide streamlined, cutting-edge approaches to conducting field work in a city that comprises 466 square miles and 880,000 legal parcels. Working under the guidance provided by the GCI, the OHR is leading the development of a citywide historic context statement (HCS) using the Multiple Property Documentation (MPD) approach. Participation in the HCS provides a unique opportunity for historians, architectural historians, historic preservation professionals and others to collaborate and contribute meaningfully to a project that is setting new standards for historic resources surveys. The OHR prepared this resource guide for use by the many authors of the HCS. The guide includes an overview of the purpose, organization, and content of the HCS, provides an outline and structure for developing work plans, and illustrates how the HCS will be used in the field to guide the identification and evaluation of resources.

2.0 THE CONTEXT STATEMENT AND THE MULTIPLE PROPERTY DOCUMENTATION APPROACH

A historic context statement (HCS) is a narrative, technical document that guides the survey and evaluation of historic resources. Historic contexts differ from other types of narrative histories in that they identify important themes in history and then relate those themes to extant historic resources, or associated property types. Themes may relate to development patterns and trends, such as Post WWII Suburbanization, as well as social, cultural and historical topics such as the Civil Rights Movement. Historic contexts establish the significance of themes and related topics and provide specific guidance to field surveyors regarding the physical and associative characteristics a property must have to be a good example of a type.

Developing a comprehensive HCS for a city as large and complex as Los Angeles is an extreme challenge. Since 2006 the OHR has worked with consultants to develop an outline, format and structure for the HCS and a team of over 40 historic preservation professionals, interns and volunteers have completed numerous parts of the HCS in draft form. The format of the HCS complies with the standards and guidelines for surveys set forth by the National Park Service (NPS) and the California State Office of Historic Preservation (OHP). The effectiveness of the draft HCS has been tested during the pilot survey phase of SurveyLA and the results have been used to inform this resource guide.

Multiple Property Documentation Approach

The NPS has adopted standards to guide context-based surveys and the preparation of historic context statements in the *Secretary of the Interior's Standards for Preservation Planning.* As well, the NPS has developed the Multiple Property Documentation (MPD) approach to streamline the identification and evaluation of thematically-related historic

properties as outlined in the National Register Bulletin, *How to Complete the National Register Multiple Property Documentation Form*. The MPD format not only serves as the organizing framework for the SurveyLA HCS, but also provides the structure for the custom-designed survey software which is being used to conduct the field surveys. A copy of the National Register Bulletin is included with this resource guide; all writers should read the bulletin before starting any work on the HCS. Writers less versed in standard historic preservation terminology and practice are also encouraged to review the Appendices in this document.

The Multiple Property Documentation approach organizes the themes, trends and patterns of history shared by properties into historic contexts; identifies and describes property types that represent the contexts; and provides eligibility standards to guide evaluation. As a management tool, this approach can furnish essential information for historic preservation planning because it evaluates properties on a comparative basis within a given geographical area and because it can be used to establish preservation priorities based on historical significance.

2.1 Organization of the SurveyLA HCS

The SurveyLA HCS consists of nine broad contexts which cover the period from about 1780 to 1980 and are specific to the City of Los Angeles. Each of the contexts is comprised of a number of themes and sub-themes (see outline). The overall HCS includes an introductory chapter which summarizes the overarching forces in Los Angeles' history and development and tees-up the contexts. When complete, the HCS will also include appendices such as biographies of Los Angeles architects, builders and designers and a Los Angeles history timeline. The HCS structure is designed to avoid repetition, be expandable over time, and focus on extant resources. It serves as a resource tool for professional field surveyors to identify and evaluate significant resources as well as a source of information for the general public. The OHR plans to make the HCS available in hard copy and electronically via the SurveyLA website (www.surveyla.org).

SurveyLA's Contexts

- Spanish and Mexican Colonial-Era Settlement, 1781-1849
- Pre-Consolidation Communities of Los Angeles, 1850-1932
- Residential Development & Suburbanization, 1880-1980
- Commercial Development, 1850-1980
- Industrial Development, 1850-1980
- The Entertainment Industry, 1908-1980
- Public and Private Institutional Development, 1850-1980
- Architecture and Engineering, 1850-1980
- Cultural Landscapes, 1850-1980

3.0 WRITING THEMES

This section of the Resource Guide details the overall content of each theme and provides direction for writing theme narrative. The following Section 4.0 provides instruction for developing theme work plans and associated in-progress deliverables. **In all cases, writers should develop work plans to review with OHR before writing any theme narrative.**

> Not all themes fit neatly into a single context and theme topics often overlap. You will likely discover this while thinking through your narrative and preparing the outline. Contact the OHR to discuss topics which may be addressed under more than one theme to avoid duplication in writing efforts among team members. The OHR can plan conference calls and meetings to discuss with other writers as needed.

The SurveyLA HCS Theme Development Outline (page 12) illustrates the content and structure of each theme in accordance with the National Register Bulletin, *How to Complete the National Register Multiple Property Documentation Form*. Each component is discussed in detail below.

3.1 Theme Names

The OHR has provided theme names which may be revised at the discretion of writers. When selecting a name for a theme or sub-theme be concise and to the point. The name should clearly reflect the theme content.

3.2 The Narrative Statement of Significance:

The professional field surveyors are using the historic context/themes to guide their field work for SurveyLA using the MPD format.

- The narrative statement of significance should be direct, succinct, clearly establish why the theme is significant to Los Angeles, and tee-up all related important property types.
- The statement of significance is not intended to be the definitive history of a theme; rather, it should provide just enough information to establish significance. There is no predetermined expectation for length of the narrative.
- The narrative should clearly focus on **extant resources** and provide just enough information to establish significance and identify important property types. In addition, the narrative should reference designated resources as appropriate.
- Information that does not relate to extant resources is considered background and (if needed) should precede or introduce the theme. Note that several themes may have one background/introduction section and general background information on historic periods and major trends in Los Angeles history will be included in the introductory chapter of the citywide HCS.

- The narrative needs to be easily readable by the general public and enable them to understand why this theme is important in Los Angeles – why we would consider these buildings eligible for designation.
- The "Summary Statement of Significance" should clearly state (in a page or less) why a theme is important in Los Angeles history. This statement will be used on the DPR historic resources survey forms (developed by the California Office of Historic Preservation) and will guide decision-making by field surveyors regarding your eligibility standards.
- All themes need to stand alone within each context as discrete discussions (although there may be references and/or links to other related themes).
- Photographs and other illustrations of property types/styles should focus on Los Angeles resources (you may use examples from elsewhere to illustrate general concepts relating to the theme). Photographs selected should be exemplary so as to illustrate the expected quality of a property determined significant.
- Architects, builders, designers, important persons, companies, etc. may be listed at the end of the narrative as applicable, before the Summary Statement of Significance. Note: When the architect or designer is the reason for significance of a property, then the Statement of Significance would include a discussion of the body of work and why it is important.

3.3 Property Types

Property types tie the historic contexts and related themes to specific historic properties so that significance can be assessed. A property type is a grouping of properties characterized by common physical or associative attributes. Physical attributes include style, design, architectural details, method of construction and other features. Associative attributes include the property's relationship to important persons or groups, activities and events, based on information such as dates, functions, cultural affiliations, and relationship to important research topics.

Property type analysis is a tool for evaluating related properties. The end product of this is the eligibility standards. (National Register Bulletin: How to complete the National Register Multiple Property Documentation Form)

- Property type names should generally be taken from the list provided by the OHR. This ensures consistency among various writers. Contact the OHR for a copy of the list.
- Property type discussions should include **only** property types within the City of Los Angeles.
- Property types should include both individual properties and historic districts.
- A property type should not merely represent a theme, but should be an important representation of a theme.
- Property type narrative should generally describe the type, discuss geographic locations where likely to occur within Los Angeles, and expected condition.

- Property Type Significance – The narrative should indicate why a type is a significant representation of the theme. You may need to develop separate discussions for each property type where applicable.
- Potential District Groupings – Where applicable, potential historic districts should be identified for each property type. Describe the character-defining features of the district as a whole such as street patterns, setbacks, massing, etc.

3.4 Eligibility Standards

The eligibility standards (called Registration Requirements in the MPD approach) detail the physical characteristic and/or associative qualities a resource must possess to be an important example of a property type. The standards are one of the most important parts of the theme as they are used directly in the field by surveyors to guide the identification and evaluation of resources. OHR staff will work with writers in developing the standards.

- Writers will develop a set of eligibility standards to guide the identification and evaluation of property types within a theme.
- As illustrated in Section 5.0, eligibility standards are comprised of four parts
    - General eligibility Standards
    - Character defining features
    - Integrity Considerations
    - Integrity Aspects
- The eligibility standards should be developed as a list of bullet points for ease of use in the field. Field surveyors will select eligibility standards from the lists as applicable to the property being surveyed. This format is explained further and illustrated in section 5.0 of the Guide.
- The general "eligibility standards" indicate the qualitative relationship of the property type to the theme. These standards set up the strength of the association to a theme needed for a property to be considered significant and important. *A property type must meet all of the general eligibility standards to continue with the survey.*
- Character-defining/associative features – A list of those physical and/or associative characteristics of the property type needed to convey significance. Character-defining features for historic districts relate to a district as a whole (i.e., the district as the resource). These should be concise, clear, and easy to follow. A property does not need to have all character-defining features identified in a list to meet overall eligibility standards.
- Integrity considerations – These considerations provide information to guide surveyors in evaluating integrity. They may include alteration considerations (allowable alterations, character defining features that must be present). These considerations may be written as a list or as a narrative (narrative should be concise).
- Integrity aspects – These are the National Register's seven aspects of integrity – location, design, setting, materials, workmanship, feeling, and association (see Appendix A for a discussion of the integrity aspects). A property type needs to retain those aspects of integrity required to convey significance. Of the seven, indicate those that are generally required.

- Generally, the eligibility standards will apply to only one criterion for evaluation (for example National Register C and California Register 3). This is because the standards likely vary depending on the criterion. For example, a property significant under a theme relating to architecture (physical attributes) would generally require a higher degree of design integrity that a property determined significant for its association (associative attributes) with an event. However, if the eligibility standards are the same for two or more criteria they can be developed together.
- Eligibility Standards guide the evaluation of resources and historic districts according to National Register of Historic Places (NR), California Register of Historical Resources (CR) and City criteria for evaluation (Historic-Cultural Monument or HCM and Historic Preservation Overlay Zone or HPOZ). See Appendix A for a summary of these criteria.
- Eligibility Standards are based on an understanding of known examples of important property types in relation to the above criteria. The standards take into account the physical and associative qualities a property type must have as well as integrity requirements.
- The OHR will assist writers in developing eligibility standards and applying the applicable *California Historical Resource Status Codes* (see 3.7).

General Tips for Writing Standards for SurveyLA's Architecture Themes

- Architectural styles are sub-themes of broader architecture themes

- The following eligibility standards may be used to identify resources which may have regional or neighborhood significance although it is not the best example citywide:
    - Represents a rare example of the type or sub-type in the neighborhood or region of the city in which it is located

- Resources do not need to have all character defining features of a style.

- Every character defining feature of the style does not need to be included in your list. Think of it as the essential CDFs.

- One set of eligibility standards may cover a variety of property types. For example, if the character defining features do not vary greatly for Spanish Colonial Revival from institutional, residential, commercial, industrial, then only one set of standards will be developed. Then important variations by property type may be a separate bullet point under character defining features. For example, for Spanish Colonial Revival you might say "If the property is industrial, then…"

- Potential districts may be comprised of various styles, often dating from one period (such as the Arts & Crafts Movement). Neighborhoods (Arts & Crafts Neighborhoods of Los Angeles) would be a sub-theme and eligibility standards for districts will only need to be written once

.

3.5 Period of Significance

The period of significance for a theme/sub-theme should include the data range(s) established by the narrative statement of significance and represented by the identified property types.

3.6 Areas of Significance

Areas of significance are economic, social, artistic, cultural and environmental aspects associated with a property from which it derives significance as identified in the NRHP Bulletin "How to Complete the National Register Registration Form," and attached as Appendix B. A property type may have more than one area of significance.

3.7 SurveyLA and the California Historical Resource (CHR) Status Codes

Background

The OHP developed National Register Status Codes in 1975 as a standardized system for classifying historical resources in the state's Historic Resources Inventory. In 2003, these codes were revised to reflect the application of California Register and local criteria and the name was changed to California Historical Resource (CHR) Status Codes. Status Codes are assigned to properties or historic districts through a survey process and as a result of varying regulatory processes. Appendix C includes the full list of the Status Codes, which range from 1-7. Code categories 1-5 reflect properties determined eligible for designation according to the criteria established for the National Register, California Register and local government criteria for significance. Code categories 6-7 generally identify properties that do not meet established criteria for significance, have not been evaluated, or need to be re-evaluated.

While Status Codes are standardized for statewide use, the OHP allows local governments to adopt elaborations for local planning purposes. The Office of Historic Resources (OHR) added new codes in the 6-7 categories to reflect SurveyLA field methods and standards and the subsequent adoption process for survey results. Generally, the new codes refine and clarify survey findings for properties and areas that do not appear to be significant historic resources or that are not evaluated. These codes follow the logic established for the CHR status codes and have been developed in coordination with Marie Nelson, Historian II and Survey Coordinator for the OHP, and have been adopted by the City's Cultural Heritage Commission. Many writers are not familiar with the use of the Status Codes; these writers are encouraged to contact the OHR for further explanation and clarification.

Field surveyors will apply the following CHR Status Codes when evaluating properties for SurveyLA. Asterisks identify those codes developed for SurveyLA:

3S – Appears eligible for NR as an individual property through survey evaluation

3CS – Appears eligible for CR as an individual property through survey evaluation

5S3 – Appears to be individually eligible for local listing or designation through survey evaluation

6LQ* – Determined ineligible for local listing or designation as a historic district through a survey process; neighborhood or area may warrant special consideration for local planning.

6Y – Determined ineligible for NR by consensus through Section 106 process – Not evaluated for CR or Local listing

6Z – Found ineligible for NR, CR or Local designation through survey evaluation

7SQ* – Individual property assessed for significance in accordance with the SurveyLA Multiple Property Documentation approach, but does not meet eligibility standards.

7RQ* – Individual property identified in a SurveyLA Survey – Not evaluated

QQQ* – Additional research needed

3.8 Guidelines for Applying the Status Codes for SurveyLA

The following guidelines for the applicability of CHR Status Codes for SurveyLA have been developed in consultation with the HCS consultant team, SurveyLA advisory and peer review committees and OHP. The guidelines should be considered when developing Eligibility Standards.

For SurveyLA, the quality of significance, or strength of the association of a resource to a context/theme, is the same for National Register (NR), California Register (CR) and local eligibility. The differences lie in integrity standards and age requirements. SurveyLA methodology applies the aspects of integrity in a similar way for CR and local level of significance with more aspects of integrity required for NR. In some cases, a resource of exceptional local significance may be determined eligible for designation as an City Historic-Cultural Monument (HCM) with less aspects of integrity than may be required for the CR (such as the Boyle Hotel in Boyle Heights). Exceptions also occur in the case of local historic districts (called Historic Preservation Overlay Zones in Los Angeles), where integrity standards for the district as a whole may less than those required for CR and NR. Note that the CR, HCM and HPOZ criteria do not include age requirements (may be younger than 50 years of age).

3.9 Notes on Chapter 1 and Appendices

Chapter 1 – Introduction to the Historic Context Statement

Chapter 1 of the HCS presents an overview of the overarching forces that shaped Los Angeles. It is intended to serve as a point of orientation for the context statement and will set up what the reader/surveyor will encounter in other chapters – contexts, themes and property types. Historic Resources Group (HRG) completed a draft of Chapter 1 early on in the process of planning for the HCS. Much of the information provided is detailed and may be useful for theme development. The draft is available from the OHR. Writers should review the draft and use sections to inform the themes as appropriate. (Note: Keep track of what sections you use so that we can make the appropriate changes to Chapter 1).

Appendices: Architects, Designers and Builders Biographies

This appendix is intended for general reference information on important architects, designers and builders (including landscape architects). The OHR has assigned specific volunteers to this task, but writers are encouraged to submit information for inclusion as available (including a list of known works in Los Angeles). This does not have to be in a specific format (e.g. may be excerpts from others reports, studies, publications, etc.). Send to OHR via email - *janet.hansen@lacity.org*.

4.0 DEVELOPING WORK PLANS

The OHR requests that writers prepare work plans for developing themes. Generally, work plans provide: an outline of the theme content and structure, a preliminary list of important property types that represent the theme, a list of designated and known resources relating to the theme, a bibliography of sources to be used, and research tasks which need to be completed to fully develop the theme. Each of these components is discussed further below. Work plans are essential for ensuring that writers have a clear understanding of their theme, avoid repetition where topics overlap and focus on information useful for conducting the field surveys.

Theme content should relate to important **extant** resources that will be identified and evaluated for SurveyLA. If research and other information indicate that there are no extant resources (or only a few) to represent a theme, no narrative would be developed. Similarly, no theme narrative would need to be developed for themes where resources are already designated. For example, public libraries constructed up to 1930 have been designated under a National Register Multiple Property Documentation form (1987) so the theme narrative relating to public libraries (under Public and Private Institutional Development) would not need to cover that period of time. However, the designated resources should be referenced as part of the theme so it is clear to the reader why they are not included in SurveyLA.

To assist writers in developing work plans, the OHR has compiled a SurveyLA Bibliography and a List of Designated Resources within the City of Los Angeles, organized by theme/property types. Copies are included with this resource guide. The OHR also maintains hard-copy subject files (organized by contexts, themes and geographic areas),

which are valuable to writers for research purposes. We encourage you to contribute research materials to these files for future use and reference.

4.1 Work Plan Tasks

The OHR has an extensive list of highly-qualified volunteers available to assists writers with the tasks listed below; assignments can be made based on specific instructions provided by the writers. Email requests to janet.hansen@lacity.org.

Background Information

- Gather and review existing information and publications on the theme including previous surveys, reports, nominations, articles, books, websites, etc. See SurveyLA Bibliography.
- Compile a list of designated properties and districts relating to the theme (local, state, and federal). See List of Designated Resources.
- Identify "at risk topics" (if applicable) where there are no or potentially very few resources remaining (for which further research is needed to determine if it will be fully developed as a theme). Prioritize topics.
- Develop a list of known resources relating to the theme (not designated) based on research sources, personal knowledge, etc. Include address or location information and how the resource relates to the theme. Note: This list may be added to throughout the theme development process.
- ➢ *In-Progress Deliverable*: *Draft bibliography of sources to be used to write the narrative, list of designated and known resources*

Research

- Identify topics that require additional research, as needed.
- Identify and specify research sources as applicable and available.
- Identify additional materials needed to develop the themes such as customized maps.
- ➢ *In-Progress Deliverables: List of research tasks and additional materials needed. Tasks need to be specific and focused – not open-ended*

Theme Outline

- Identify key topics to be addressed.
- Identify background/introduction information vs. theme narrative. What topics will introduce your theme? What topics will be specific to the theme narrative?
- Identify sub-themes as appropriate.
- Identify areas where themes may overlap with other themes. For example, Post WWII Suburbanization may have areas of overlap with Multi-Family Residential Development.
- List important property types and sub-types.

- *In-Progress Deliverable and Meeting: Theme outline; meet with OHR to review*

The theme outline should include:
- Context name
- Sub-context names (as applicable)
- Theme name
- Sub-theme name(s) (as applicable)
- Key topics to be discussed in narrative
  - Sequencing of topics (background vs. theme narrative)
- Areas of potential overlap with other themes
- Important property types and sub-types
- Period(s) of Significance
- Geographic Location(s) of resources
- Bibliography

Reconnaissance Field Work

- Identify and complete reconnaissance-level field work (as needed) to confirm location and condition of extant property types. (Note: Some of this may be possible using online tools such as Google Maps or Microsoft LiveSearch)
- *In-Progress Deliverable: Description of field work/research needed*

Photography and Illustrations

- Identify specific properties and districts which may be photographed to illustrate the theme narrative and property types. Identify other illustrations needed such as maps, historic photographs, advertisements, etc.
- *In-Progress Deliverable: List of properties to photograph and other illustrations needed*

Develop a Timeline

Contact the OHR to develop a schedule for submitting deliverables.

SurveyLA HCS – THEME DEVELOPMENT TEMPLATE

Notes on Writing Narratives:

- All narrative text should be succinct, clear and to the point
- Narrative is not intended to be the definitive history of a theme – just sufficient to establish significance
- Themes should relate to extant resources

Notes on Naming Themes:

- Names appear in the FiGSS and need to be brief and clear for use in the field

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Denotes fields that are part of the FiGSS (see screen shots)

1. Context & Sub-Context:

- *Name(s) (select from HCS Outline)

2. Theme(s) and Sub-themes

- *Name of themes and sub-themes (select from HCS Outline)
- Background narrative to set up the theme. Note that several themes/sub-themes may have one background/introduction section
- Narrative discussion of theme significance (include information specific to Los Angeles). Should introduce and tee up associated property types
- Summary Statement of Significance (succinct paragraph – will be used to auto-populate DPR forms)

3. Associated Property Type(s)

- *Identify types and sub-types by name –see OHR list
- Property Type Association and/or Description
- Property Type Significance (used to auto-populate DPR forms)
- *Geographical Location – Where in Los Angeles the types are likely to occur – areas of concentrations vs. scattered resources; be specific about neighborhoods and address both individual properties and historic districts
- *Area(s) of Significance (per National Register Bulletin, page 40-41)
- *Criterion (National Register, California Register and Local criteria)
  NOTE: Generally a theme relates to only one criterion; a theme may relate to more than one if the eligibility standards are the same)
- *Period of Significance – Date range for the significance of the theme/sub-theme with narrative justification for the period

4. Eligibility Standards (individual properties and districts – if districts are not expected to be found then narrative should indicate that)

- *General Eligibility Standards
- *Character defining/Associative features
- *Integrity aspects (with notes if applicable)
- *Integrity Considerations

5. Applicable CHR Status Codes

- Indicate all that apply. For example if a property meets eligibility standards for the NR, CR and HCM then list 3S, 3CS and 5S3

6. Other

- Sources of Information (may includes sources of additional information for further reading)
- Photos of the best extant examples of the property types
- Graphics to illustrate the theme
- List/table of designated & known resources within the context/theme

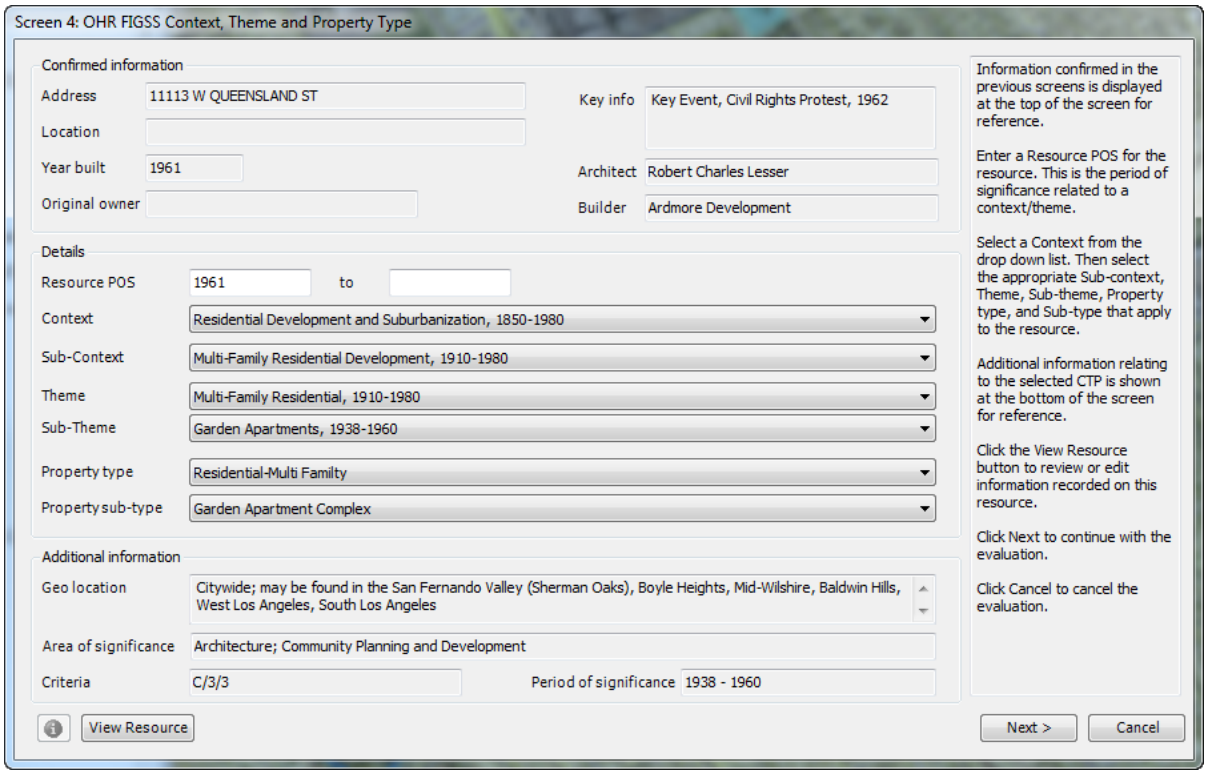
5.0 THE HCS AND THE FIELD GUIDE SURVEY SYSTEM (FiGSS)

The City Planning Department Systems and GIS Division, in collaboration with the OHR and consultants, have used the HCS framework as the basis for developing a custom mobile field application to conduct SurveyLA field work – the Field Guide Survey System or FiGSS. The overall concept behind the FiGSS is to provide surveyors with the information they need **in the field** to identify and evaluate resources according to the defined contexts and themes and in an efficient and consistent manner. To do this, the HCS components are "translated" into data fields that are preloaded into the FiGSS.

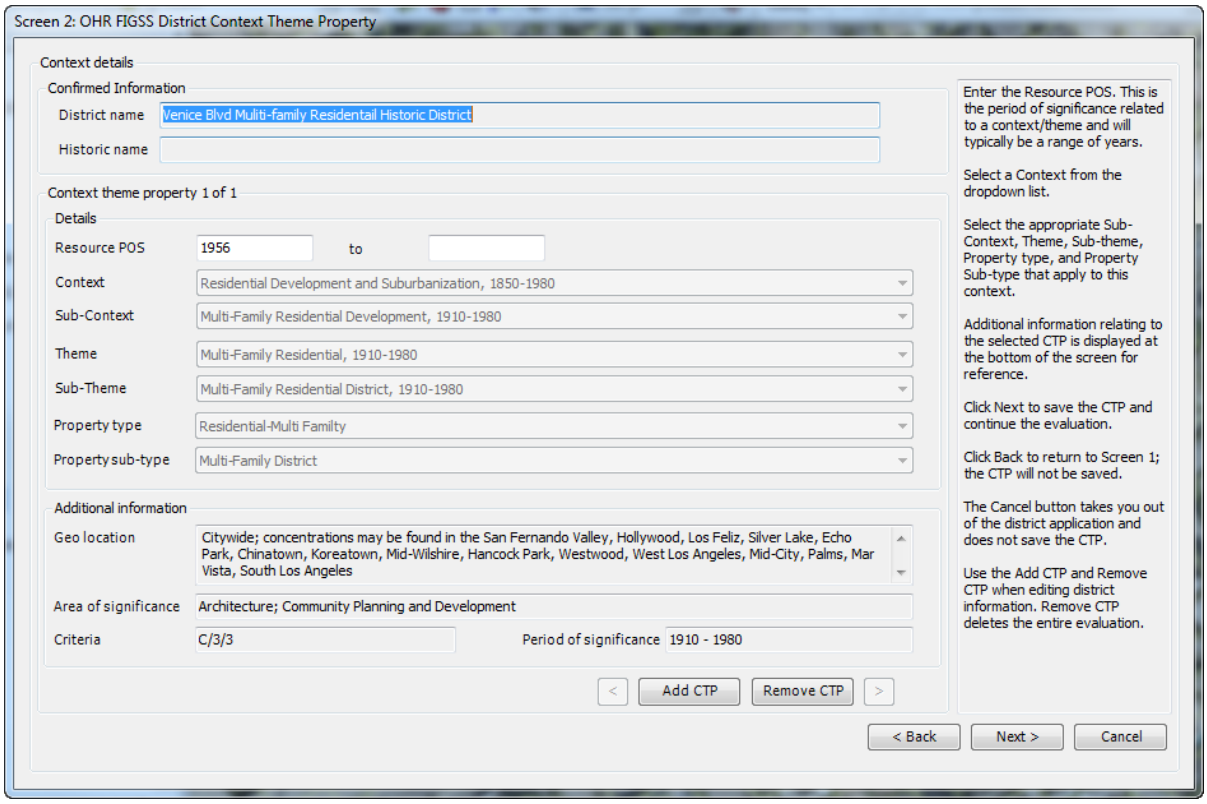
An understanding of how the HCS is directly used to conduct the survey is particularly important for theme writers. The most important part of the theme text the surveyors will see in the field are the context/theme/property type choices to select from and then the relevant four-part eligibility standards which are presented to them in bullet point format (including character-defining features, alteration considerations and integrity aspects).

5.1 Context, Theme and Property Type

The two screens below illustrate the Context, Theme and Property Type (CTP) choices available to field surveyors that relate to individual resources and historic districts. As illustrated under "Additional Information," the area of significance, period of significance and relevant evaluation criteria are provided for information only and are not editable.



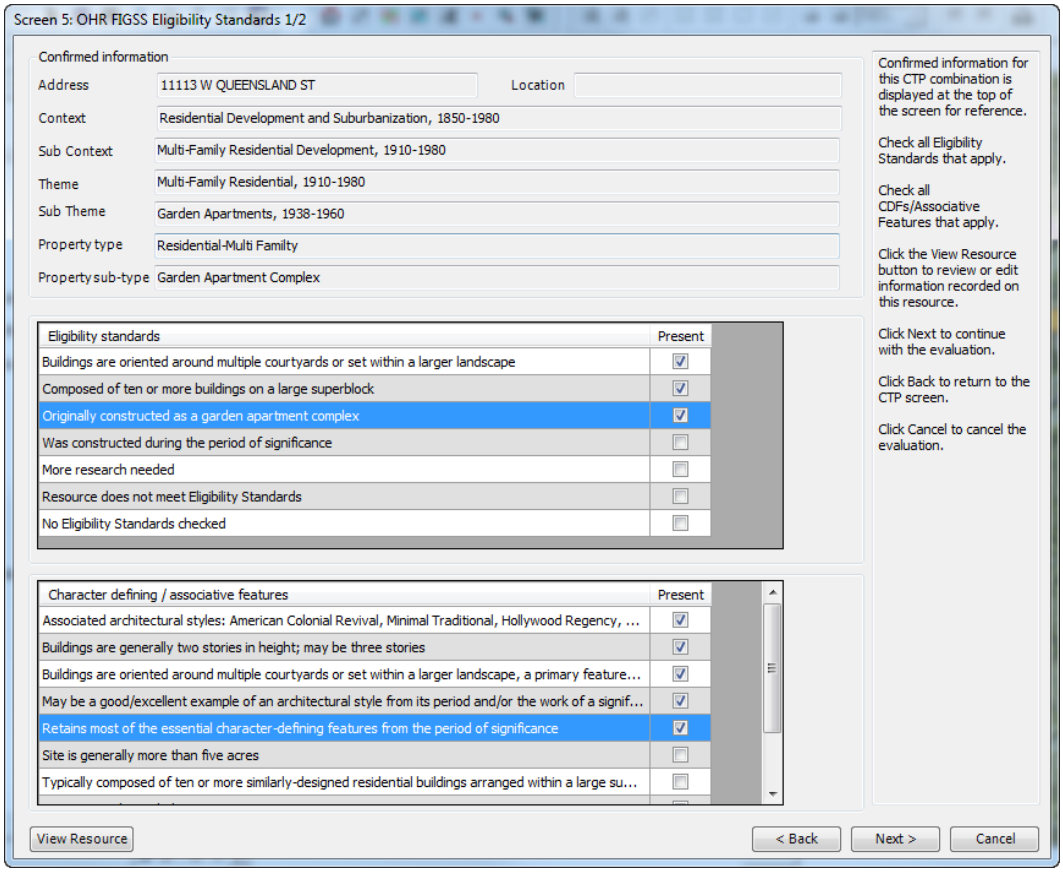
Individual Property



Historic District

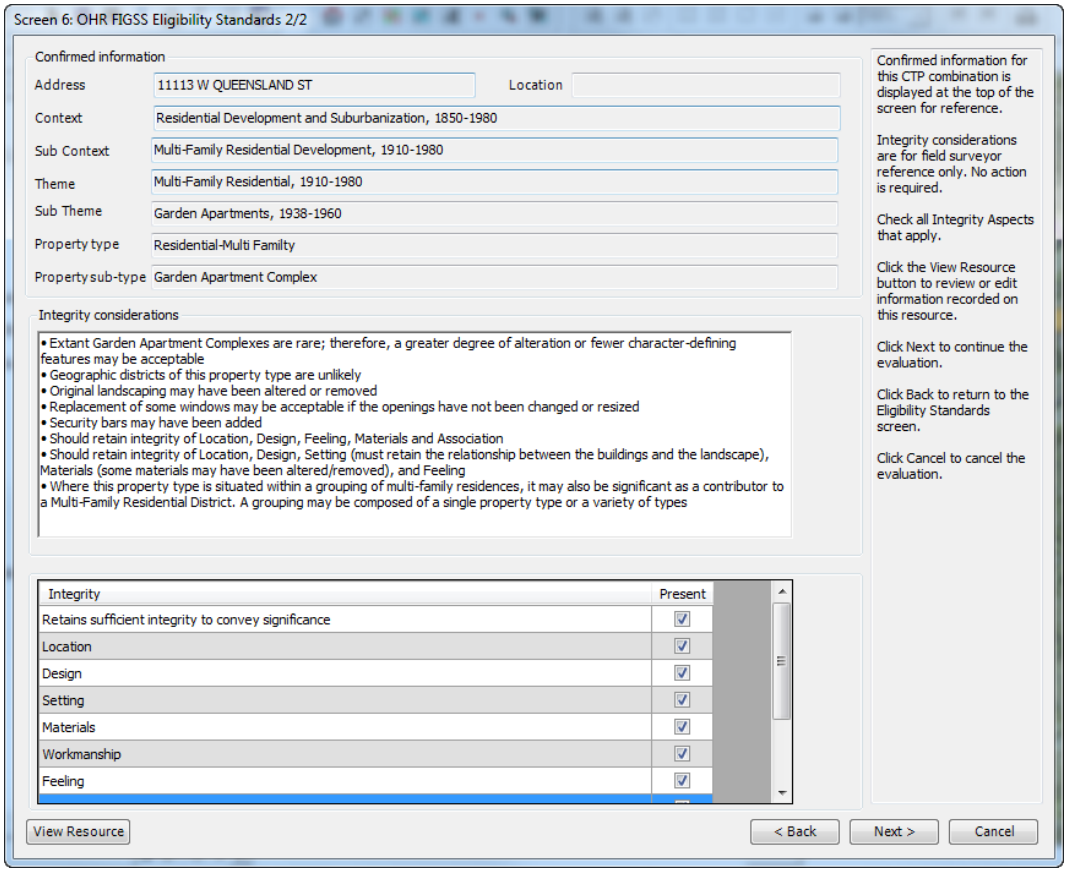
5.2 Eligibility Standards: 1 of 2

This screen illustrates the format for displaying the Eligibility standards and Character defining/associative features. Surveyors make selections from the lists provided. Lists should be concise and clear to guide the evaluation process. All Eligibility standards must be present to continue with the evaluation. All character defining/associative features do not need to be present.



5.3 Eligibility Standards: 2 of 2 (Integrity)

This screen illustrates integrity considerations that provide information regarding alterations, etc. to property types that may impact eligibility. These are intended to provide information to help guide decision-making about integrity aspects and do not require any action. All seven aspects of integrity are listed in the Integrity box. When writing the eligibility standards, indicate the aspect(s) of integrity required for a property to convey significance.


Screen 6: OHR FIGSS Eligibility Standards 2/2
Confirmed information
Address
11113 W QUEENSLAND ST
Location
Context
Residential Development and Suburbanization, 1850-1980
Sub Context
Multi-Family Residential Development, 1910-1980
Theme
Multi-Family Residential, 1910-1980
Sub Theme
Garden Apartments, 1938-1960
Property type
Residential-Multi Family
Property sub-type
Garden Apartment Complex
Integrity considerations
• Extant Garden Apartment Complexes are rare; therefore, a greater degree of alteration or fewer character-defining features may be acceptable
• Geographic districts of this property type are unlikely
• Original landscaping may have been altered or removed
• Replacement of some windows may be acceptable if the openings have not been changed or resized
• Security bars may have been added
• Should retain integrity of Location, Design, Feeling, Materials and Association
• Should retain integrity of Location, Design, Setting (must retain the relationship between the buildings and the landscape), Materials (some materials may have been altered/removed), and Feeling
• Where this property type is situated within a grouping of multi-family residences, it may also be significant as a contributor to a Multi-Family Residential District. A grouping may be composed of a single property type or a variety of types
Integrity
Present
Retains sufficient integrity to convey significance
Location
Design
Setting
Materials
Workmanship
Feeling
Confirmed information for this CTP combination is displayed at the top of the screen for reference.
Integrity considerations are for field surveyor reference only. No action is required.
Check all Integrity Aspects that apply.
Click the View Resource button to review or edit information recorded on this resource.
Click Next to continue the evaluation.
Click Back to return to the Eligibility Standards screen.
Click Cancel to cancel the evaluation.
View Resource
< Back
Next >
Cancel

Appendix A:
Criteria for Evaluation

Criteria for Evaluation

A1: National Register of Historic Places (NR)

The National Register of Historic Places is the Nation's official list of cultural resources worthy of preservation. According to National Register Bulletin 15, in order to qualify for the register, a resource must meet the criteria for evaluation, which are:

CRITERIA FOR EVALUATION:

The quality of significance in American history, architecture, archeology, engineering, and culture is present in districts, sites, buildings, structures, and objects that possess integrity of location, design, setting, materials, workmanship, feeling, and association, and:

a) That are associated with events that have made a significant contribution to the broad patterns of our history; or

b) That are associated with the lives of persons significant in our past; or

c) That embody the distinctive characteristics of a type, period, or method of construction, or that represent the work of a master, or that possess high artistic values, or that represent a significant and distinguishable entity whose components may lack individual distinction; or

d) That have yielded, or may be likely to yield, information important in prehistory or history.

CRITERIA CONSIDERATIONS:

Ordinarily cemeteries, birthplaces, or 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 shall not be considered eligible for the National Register. However, such properties will qualify if they are integral parts of districts that do meet the criteria or if they fall within the following categories:

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

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; or

c) A birthplace or grave of a historical figure of outstanding importance if there is no appropriate site or building directly associated with his or her productive life; or

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; or

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; or

f) A property primarily commemorative in intent if design, age, tradition, or symbolic value has invested it with its own exceptional significance; or

g) A property achieving significance within the past 50 years if it is of exceptional importance.

INTEGRITY:

Integrity is the ability of a property to convey its significance. To be listed in the National Register of Historic Places, a property must not only be shown to be significant under the National Register criteria, but it also must have integrity. The evaluation of integrity is sometimes a subjective judgment, but it must always be grounded in an understanding of a property's physical features and how they relate to its significance. Historic properties either retain integrity (this is, convey their significance) or they do not. Within the concept of integrity, the National Register criteria recognize seven aspects or qualities that, in various combinations, define integrity. To retain historic integrity a property will always possess several, and usually most, of the aspects. The retention of specific aspects of integrity is paramount for a property to convey its significance. Determining *which* of these aspects are most important to a particular property requires knowing why, where, and when the property is significant.

The Seven Aspects of Integrity:

1) **Location** is the place where the historic property was constructed or the place where the historic event occurred.

2) **Design** is the combination of elements that create the form, plan, space, structure, and style of a property.

3) **Setting** is the physical environment of a historic property.

4) **Materials** are the physical elements that were combined or deposited during a particular period of time and in a particular pattern or configuration to form a historic property.

5) **Workmanship** is the physical evidence of the crafts of a particular culture or people during any given period in history or prehistory.

6) **Feeling** is a property's expression of the aesthetic or historic sense of a particular period of time.

7) **Association** is the direct link between an important historic event or person and a historic property.

A2: California Register of Historical Resources (CR)

The California Register program encourages public recognition and protection of resources of architectural, historical, archeological and cultural significance, identifies historical resources for state and local planning purposes, determines eligibility for state historic preservation grant funding and affords certain protections under the California Environmental Quality Act. According to Technical Assistance Bulletin #3, to become an historic resource, a site must be significant at the local, state, or national level under one or more of the following four criteria:

1) It is associated with events that have made a significant contribution to the broad patterns of local or regional history, or the cultural heritage of California or the United States; or

2) It is associated with the lives of persons important to local, California, or national history; or

3) It embodies the distinctive characteristics of a type, period, region, or method of construction, or represents the work of a master or possesses high artistic values; or

4) It has yielded, or has the potential to yield, information important to the prehistory or history of the local area, California, or the nation.

In addition to having significance, resources must have integrity for the period of significance. The period of significance is the date or span of time within which significant events transpired, or significant individuals made their important contributions. Integrity is the authenticity of a historical resource's physical identity as evidenced by the survival of characteristics or historic fabric that existed during the resource's period of significance. Alterations to a resource or changes in its use over time may have historical, cultural, or architectural significance. Simply, resources must retain enough of their historic character or appearance to be recognizable as historical resources, and to convey the reasons for their significance.

A3: City of Los Angeles Historic Cultural Monument (HCM)

Below are the HCM designation criteria per Cultural Heritage Commission Ordinance. These criteria will be applied for SurveyLA and closely parallel National Register and California Register criteria.

Monument Designation Criteria

A proposed Monument may be designated by the City Council upon the recommendation of the Commission if it:

(A) Meets at least one of the following criteria:

1) Is identified with important events in the main currents of national, State or local history, or exemplifies significant contributions to the broad cultural, political, economic or social history of the nation, state, city, or community; or

2) Is associated with the lives of Historic Personages important to national, state, city, or local history; or

3) Embodies the distinctive characteristics of a style, type, period, or method of construction; or represents a notable work of a master designer, builder or architect whose genius influenced his or her age; or possesses high artistic values; or

4) Has yielded, or has the potential to yield, information important to the pre-history or history of the nation, state, city or community; or

A4: Historic Preservation Overlay Zone (HPOZ)

A Historic Preservation Overlay Zone (HPOZ) is a significant concentration, linkage, or continuity of sites, buildings, structures, or objects united historically or aesthetically by plan or physical development. According to Section 12.20.3 of the City of Los Angeles Municipal Code, the criteria for the designation of an HPOZ are:

1) Adds to the Historic architectural qualities or Historic associations for which a property is significant because it was present during the period of significance, and possesses Historic integrity reflecting its character at that time; or

2) Owing to its unique location or singular physical characteristics, represents an established feature of the neighborhood, community or city; or

3) Retaining the building, structure, Landscaping, or Natural Feature, would contribute to the preservation and protection of a Historic place or area of Historic interest in the City.

	NRHP	CRHR	HCM	HPOZ
Significance	The quality of significance in American history, architecture, archeology, engineering and culture is present in districts, sites, buildings, structures, and objects.	An historical resource must be significant at the local, state, or national level under one or more of the following four criteria.	A historical or cultural monument is any site (including significant trees or other plant life located thereon), building, or structure of particular historical or cultural significance to the City of Los Angeles, such as historic structures or sites.	For the purposes of this section, no building, structure, Landscaping, or Natural Feature shall be considered a Contributing Element unless it is identified as a Contributing Element in the historic resource survey for the applicable Preservation Zone. Features designated as contributing shall meet one or more of the following criteria.
Criterion: Events (A, 1, 1)	That are associated with events that have made a significant contribution to the broad patterns of our history.	It is associated with **events** that have made a significant contribution to the broad patterns of local or regional history, or the cultural heritage of California or the United States.	Identified with historic personages or with **important events** in the main currents of national, state, or local history.	
Criterion: Persons (B, 2, 2)	That are associated with the lives of persons significant in our past.	It is associated with the lives of **persons** important to local, California, or national history.	Identified with **historic personages** or with important events in the main currents of national, state, or local history.	
Criterion: Design/ Construction (C, 3, 3)	That embody the distinctive characteristics of a type, period, or method of construction, or that represent the work of a master, or that possess high artistic values, or that represent a significant and distinguishable entity whose components may lack individual distinction.	It embodies the **distinctive characteristics** of a type, period, region, or method of construction, or represents the **work of a master** or possesses **high artistic values.**	Notable work of a **master builder, designer, or architect** whose individual genius influenced his or her age.	Owing to its unique location or singular physical characteristics, represents an established feature of the neighborhood, community or city.

Criterion: **Other values (Archaeology, broad history, preservation)** ***(D, 4)***	That have yielded, or may be likely to yield, information important in prehistory or history.	It has yielded, or has the potential to yield, information important to the **prehistory or history** of the local area, California, or the nation.	The broad cultural, political, economic, or social **history** of the nation, state, or community is reflected or exemplified; or Has yielded, or has the potential to yield, information important to the **pre-history or history** of the nation, state, city or community.	Retaining the building, structure, Landscaping, or Natural Feature, would contribute to the preservation and protection of a historic place or area of Historic interest in the City.
Integrity	That possess integrity of location, design, setting, materials, workmanship, feeling, and association.	Integrity is the authenticity of an historical resource's physical identity evidenced by the survival of characteristics that existed during the resource's period of significance. Historical resources eligible for listing in the California Register must meet one of the criteria of significance described in section 4852(b) of this chapter and retain enough of their historic character or appearance to be recognizable as historical resources and to convey the reasons for their significance. Historical resources that have been rehabilitated or restored may be evaluated for listing. Integrity is evaluated with regard to the retention of location, design, setting, materials, workmanship, feeling, and association. It must also be judged with reference to the particular criteria under which a resource is proposed for eligibility. Alterations over time to a resource or historic changes in its use may themselves have historical, cultural, or architectural significance. It is possible that historical resources may not retain sufficient integrity to meet the criteria for listing in the National Register, but they may still be eligible for listing in the California Register. A resource that has lost its historic character or appearance may still have sufficient integrity for the California Register if it maintains the potential to yield significant scientific or historical information or specific data.		Adding to the Historic architectural qualities or Historic associations for which a property is significant because it was present during the period of significance, and possesses Historic integrity reflecting its character at that time.

Appendix B:
Areas of Significance

Areas of Significance

Areas of significance are economic, social, artistic, cultural and environmental aspects associated with a property from which it derives significance. [Adapted from NRHP Bulletin "How to Complete the National Register Registration Form, "pages 38-41].

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.*

Art: *The creation of painting, printmaking, photography, sculpture, and decorative arts.*

Commerce: *The business of trading goods, services, 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, and 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 application 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 sports.*

Ethnic Heritage: *The history of persons having a common ethnic or racial identity.*

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, 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 efforts 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**.***

Appendix C:
CHR Status Codes

California Historical Resource Status Codes

1 Properties listed in the National Register (NR) or the California Register (CR)

1D Contributor to a district or multiple resource property listed in NR by the Keeper. Listed in the CR.
1S Individual property listed in NR by the Keeper. Listed in the CR.
1CD Listed in the CR as a contributor to a district or multiple resource property by the SHRC
1CS Listed in the CR as individual property by the SHRC.
1CL Automatically listed in the California Register – Includes State Historical Landmarks 770 and above and Points of Historical Interest nominated after December 1997 and recommended for listing by the SHRC.

2 Properties determined eligible for listing in the National Register (NR) or the California Register (CR)

2B Determined eligible for NR as an individual property and as a contributor to an eligible district in a federal regulatory process. Listed in the CR.
2D Contributor to a district determined eligible for NR by the Keeper. Listed in the CR.
2D2 Contributor to a district determined eligible for NR by consensus through Section 106 process. Listed in the CR.
2D3 Contributor to a district determined eligible for NR by Part I Tax Certification. Listed in the CR.
2D4 Contributor to a district determined eligible for NR pursuant to Section 106 without review by SHPO. Listed in the CR.
2S Individual property determined eligible for NR by the Keeper. Listed in the CR.
2S2 Individual property determined eligible for NR by a consensus through Section 106 process. Listed in the CR.
2S3 Individual property determined eligible for NR by Part I Tax Certification. Listed in the CR.
2S4 Individual property determined eligible for NR pursuant to Section 106 without review by SHPO. Listed in the CR.
2CB Determined eligible for CR as an individual property and as a contributor to an eligible district by the SHRC.
2CD Contributor to a district determined eligible for listing in the CR by the SHRC.
2CS Individual property determined eligible for listing in the CR by the SHRC.

3 Appears eligible for National Register (NR) or California Register (CR) through Survey Evaluation

3B Appears eligible for NR both individually and as a contributor to a NR eligible district through survey evaluation.
3D Appears eligible for NR as a contributor to a NR eligible district through survey evaluation.
3S Appears eligible for NR as an individual property through survey evaluation.
3CB Appears eligible for CR both individually and as a contributor to a CR eligible district through a survey evaluation.

3CD Appears eligible for CR as a contributor to a CR eligible district through a survey evaluation.
3CS Appears eligible for CR as an individual property through survey evaluation.

4 Appears eligible for National Register (NR) or California Register (CR) through other evaluation

4CM Master List - State Owned Properties – PRC §5024.

5 Properties Recognized as Historically Significant by Local Government

5D1 Contributor to a district that is listed or designated locally.
5D2 Contributor to a district that is eligible for local listing or designation.
5D3 Appears to be a contributor to a district that appears eligible for local listing or designation through survey evaluation.
5S1 Individual property that is listed or designated locally.
5S2 Individual property that is eligible for local listing or designation.
5S3 Appears to be individually eligible for local listing or designation through survey evaluation.
5B Locally significant both individually (listed, eligible, or appears eligible) and as a contributor to a district that is locally listed, designated, determined eligible or appears eligible through survey evaluation.

6 Not Eligible for Listing or Designation as specified

6C Determined ineligible for or removed from California Register by SHRC.
6J Landmarks or Points of Interest found ineligible for designation by SHRC.
6L Determined ineligible for local listing or designation through local government review process; may warrant special consideration in local planning.
6T Determined ineligible for NR through Part I Tax Certification process.
6U Determined ineligible for NR pursuant to Section 106 without review by SHPO.
6W Removed from NR by the Keeper.
6X Determined ineligible for the NR by SHRC or Keeper.
6Y Determined ineligible for NR by consensus through Section 106 process – Not evaluated for CR or Local Listing.
6Z Found ineligible for NR, CR or Local designation through survey evaluation.

7 Not Evaluated for National Register (NR) or California Register (CR) or Needs Revaluation

7J Received by OHP for evaluation or action but not yet evaluated.
7K Resubmitted to OHP for action but not reevaluated.
7L State Historical Landmarks 1-769 and Points of Historical Interest designated prior to January 1998 – Needs to be reevaluated using current standards.
7M Submitted to OHP but not evaluated - referred to NPS.
7N Needs to be reevaluated (Formerly NR Status Code 4)
7N1 Needs to be reevaluated (Formerly NR SC4) – may become eligible for NR w/restoration or when meets other specific conditions.
7R Identified in Reconnaissance Level Survey: Not evaluated.
7W Submitted to OHP for action – withdrawn.

Appendix D:
Historic Property Definitions

Historic Property Definitions

For the purposes of SurveyLA, historic properties will be classified as followed, according to NRHP Bulletin “How to Complete the National Register Registration Forms” page 15.

Building: Buildings such as a house, barn, church, hotel or similar construction, are created principally to shelter any form of human activity. The term building may also refer to a historically and functionally related unit.
Examples: Houses, barns, garages, social halls, city halls, churches, hotels, theaters, schools, stores.

Structure: A structure is distinguished from a building by its function which is generally for purposes other than creating human shelter.
Examples: Bridges, tunnels, systems of roads and paths, windmills, canals.

Object: An object is distinguished from buildings and structures as a construction that is primarily artistic in nature, relatively small in scale and simply constructed. While it may be intrinsically movable by nature or design, it is associated with a specific setting or environment. Historic objects are found in a setting appropriate to their significant historic use, role or character.
Examples: Sculpture, statuary, fountains, street lights.

Site: A site is the location of a significant event, a historic or prehistoric occupation of activity, building or structure, whether standing, ruined or vanished, where the location itself possesses historic, cultural or archaeological value, regardless of the value of any existing structure.
Examples: Cemeteries, designed landscapes, trails, village sites, natural features, ruins of historical buildings, gardens, grounds.

District: A district possesses a significant concentration, linkage, or continuity of sites, buildings, structures, or objects united historically or aesthetically by plan or physical development. Concentrated linkage and continuity of features refers to the interrelationship of the district’s resources which can convey a visual sense of the overall physical environment, or be an arrangement of historically or functionally related properties. A district can comprise both features that lack individual distinction and individually distinctive features that serve as focal points. A district may contain both contributing and noncontributing properties.
Examples: School campuses, industrial complexes, residential neighborhoods, civic center, central business districts, parks, estates, transportation networks, canal systems.

Appendix E:
Additional Sources of Information

SurveyLA Historic Context Statement
Additional Sources of Information

Historic Contexts/National Register Multiple Property Documentation Forms

Example MPD Forms:
National Register website for MPD forms: http://www.nr.nps.gov. (Note: The website is frequently down. The application is being replaced by NPS Focus.)

OHR has the following hard copies in house:

Historic Residential Suburbs in the United States, 1830-1960:
http://www.nr.nps.gov/multiples/64500838.pdf

The Residential Architecture of Pasadena, CA, 1895-1918: The Influence of the Arts and Crafts Movement
http://www.nr.nps.gov/multiples/

Historic Resources Associated with African Americans in Los Angeles (2008)
(Not yet Available Online- Contact OHR for copy)

OHR Files:
OHR is maintaining sources on context themes in vertical files at their office, City Hall Room 620.

National Register Multiple Property Documentation/Bulletins

NPS Bulletin, How to Complete the National Register Multiple Property Documentation Form
http://www.nps.gov/history/nr/publications/bulletins/nrb16b/nrb16b.pdf

NPS NRHP Multiple Property Documentation Form (Form 10-900-b)
http://www.nps.gov/history/nr/publications/downloads/nrform-10-900b.pdf

SurveyLA

SurveyLA Website:
http://www.surveyla.org

City of Los Angeles Office of Historic Resources Website:
http://preservation.lacity.org

Getty Conservation Institute SurveyLA Website:
http://www.getty.edu/conservation/field_projects/lasurvey/index.html

Los Angeles Historic Resource Survey Project Publications Website:
http://www.getty.edu/conservation/field_projects/lasurvey/lasurvey_publications.html

Publications include:

Welch Howe, Kathryn, preparer. **The Los Angeles Historic Resource Survey Report: A Framework for a Citywide Historic Resource Survey**. Los Angeles: The Getty Conservation Institute, 2008. (120pp., 6.4MB)

Welch Howe, Kathryn, preparer. **Los Angeles Historic Resource Survey Assessment Project: Summary Report**. Los Angeles: The Getty Conservation Institute, 2001. (34pp., PDF format, 119KB)

Survey Standards, Documentation, and Historic Context Statements

National Register Bulletin: Guidelines for Local Surveys: A Basis for Preservation Planning
http://www.nps.gov/history/nr/publications/bulletins/nrb24/

Secretary of the Interior's Standards for Identification:
http://www.nps.gov/history/local-law/arch_stnds_2.htm

Secretary of the Interior's Standards for Evaluation:
http://www.nps.gov/history/local-law/arch_stnds_3.htm

Secretary of the Interior's Standards for Registration:
http://www.nps.gov/history/local-law/arch_stnds_4.htm

Secretary of the Interior's Standards for Historical Documentation:
http://www.nps.gov/history/local-law/arch_stnds_5.htm

Secretary of the Interior's Standards for Architectural and Engineering Documentation:
http://www.nps.gov/history/local-law/arch_stnds_6.htm

California Office of Historic Preservation (OHP)

OHP Publications and Forms
http://ohp.parks.ca.gov/?page_id=1069

OHP Instructions for Recording Historical Resources
http://ohp.parks.ca.gov/page/1054/files/manual95/pdf

OHP Technical Assistance Bulletin #8, User's Guide to the California Historical
Resource Status Codes:
http://ohp.parks.ca.gov/pages/1069/files/tab8.pdf

Evaluation Criteria

National Register Criteria for Evaluation

http://frwebgate.access.gpo.gov/cgi-bin/getcfr.cgi?TITLE=60.4&PART=36&SECTION=4&TYPE=PDF

California Register Criteria for Evaluation
http://www.leginfo.ca.gov/cgi-bin/displaycode?section=prc&group=05001-06000&file=5020-5029.5

City of LA Historic-Cultural Monument (HCM) Ordinance
http://preservationla.org/files/Cultural%20Heritage%20Ordinance.pdf

City of Los Angeles HPOZ Ordinance
http://preservationla.org/files/Citywide%20HPOZ%20Ordinance.pdf

Designation Information

National Park Service National Register Information System (NRIS)
http://www.nr.nps.gov/
(Website includes information on individual resources and historic districts listed in the
National Register as well as Multiple Property listing)

Department of City Planning Zone Information and Map Access System
http://zimas.lacity.org
(To access information on designated resources see the “Find Historic Properties” ZIMAS
tutorial at http://preservation.lacity.org/survey/find).