

THE TENNESSEE
HISTORICAL AND ARCHITECTURAL
SURVEY MANUAL



Tennessee Historical Commission | State Historic Preservation Office | Updated 2020



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All activities shall be in compliance with the requirements of Executive Order 11246, as amended; Title VI of the Civil Rights Act of 1964, as amended, (78 Stat. 252; 42 U.S.C. §§ 2000d et seq.); Title V, Section 504 of the Rehabilitation Act of 1973, as amended, (87 Stat. 394; 29 U.S.C. §794); the Age Discrimination Act of 1975 (89 Stat. 728; 42 U.S.C. §§6101 et seq.); and with all other Federal laws and regulations prohibiting discrimination on grounds of race, color, sexual orientation, national origin, disabilities, religion, age, or sex.

Thank you to the following states for placing their survey manuals in an online format which helped guide the creation of the state of Tennessee's Survey Manual: Georgia, Kentucky, Michigan, Minnesota, Ohio, South Carolina, South Dakota, and West Virginia. Manual Prepared by Claire Meyer and Peggy Nickell.

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CHAPTER 1: INTRODUCTION

The mission of the Tennessee Historical Commission (THC) is to encourage the inclusive, diverse study of Tennessee's history for the benefit of future generations; to protect, preserve, interpret, operate, maintain, and administer historic sites; to mark important locations, persons, and events in Tennessee history; to assist in worthy publication projects; to review, comment on, and identify projects that will potentially impact state-owned and non-state owned historic properties; to locate, identify, record, and nominate to the NRHP all properties which meet NRHP criteria, and to implement other programs of the NHPA of 1966, as amended.

The Tennessee Historical Commission (THC), Tennessee's State Historic Preservation Office (SHPO) manages and leads preservation initiatives throughout the state. The THC, in part, administers the federal preservation program in Tennessee, a program which includes the National Register of Historic Places (National Register), Federal Historic Tax Credit Program, Section 106 Review and Compliance Program (Section 106), Certified Local Government Program (CLG) as well as the Tennessee Statewide Inventory. The duties of the THC are defined by the National Historic Preservation Act of 1966 (NHPA)¹. The THC also manages and administers federally funded grant programs, and state programs including the State Historic Sites Program, the Tennessee Wars Commission, the Historical Markers Program, and the Cemetery Preservation Program. The *Tennessee Historical and Architectural Survey Manual* (Manual) is intended to be a reference for historic preservation professionals and non-professionals alike who undertake surveys which identify, evaluate, and prepare survey documentation for historic properties in the state, excluding archaeological properties. The Manual does *not* provide standards for archaeological surveys. For more information on archaeology standards and guidelines, contact the Tennessee Division of Archaeology (TDOA) at (615) 741-1588.

The Manual is designed to provide guidance for all types of above-ground historic and architectural survey projects, including:

1. Surveys for preservation planning purposes, such as identification and evaluation of historic properties within a specific geographic area as a basis for further preservation activity.
2. Surveys which include the integration of cultural and historic resources into comprehensive planning efforts, or for preparation of nominations to the National Register.
3. Surveys funded by the federal Historic Preservation Fund (HPF) and administered by the SHPO.

¹ National Historic Preservation Act, 16 U.S.C. §§ 470a *et seq.* (2016), Accessed on 15 July 2020, <https://www.achp.gov/sites/default/files/2018-06/nhpa.pdf> .

4. Surveys required for compliance with Section 106 of the National Historic Preservation Act and other applicable federal and state regulations that require an agency to determine if historic properties will be affected by a project.
5. Surveys recommended by the SHPO for CLG requirements.

SURVEY IN TENNESSEE

The Manual provides guidance for the identification, evaluation, and documentation of above-ground historic and architectural resources, as one part of the THC's mission. THC's preservation plan has always included survey as a priority even if topics and areas of survey have changed over the years (see the [Tennessee Preservation Plan](#)) This version of the Manual replaces previous editions. It sets forth current policies, procedures, and standards for conducting above-ground historic and architectural resources surveys in Tennessee.

The THC has had an on-going survey and inventory program since the late 1960s. While most of these initial surveys were limited in scope and format, the information gathered provides a basis from which current methodology has evolved and is especially important today as many of these originally surveyed resources are no longer extant. After over 50 years of active field survey, approximately 80 of Tennessee's 95 counties have received some type of comprehensive survey effort. These past surveys have recorded over 170,000 resources.

County-wide comprehensive architectural surveys began in Tennessee in 1975. Initial efforts were conducted by full-time staff of the THC. In 1978, contracts were established with several state universities to begin survey efforts statewide, using staff and students of the universities. The survey form itself has gone through several evolutions. Beginning with a simple one-page form, it evolved into a rectangular chad computer card then in 1992 to a 4-page coded paper form that was used up to 2018. A digital copy of the 4-page form was developed and now has become the Survey123 Data Collector Application (Survey123 App). An online Viewer takes the acquired data within a database and makes it available for public use. The [THC Viewer](#) was developed with the assistance of the Tennessee Department of Transportation (TDOT) and the Fullerton Geo-Spatial Laboratory at MTSU.

Ultimately, all counties in Tennessee will be surveyed to locate, identify, and evaluate cultural resources. The existing data will be continuously supplemented and updated as the resources grow older and change, and as later structures acquire significance with time.

USES OF THE SURVEY

Survey Uses in Relation to the Section 106 Process

The inventory is used extensively by the THC in administering the state and federal programs for historic preservation, particularly the environmental review process put into place by Section 106 of the NHPA, which requires the review of all federally funded, federally licensed, or federally permitted projects that have the potential to affect historic resources. The inventory is a resource that can help provide a context for the architecture of a particular area. By examining the inventory data, the THC staff can see whether any properties within the project area have been previously studied as a basis for the review process. The digital survey form discussed in this manual should be completed for architectural surveys for Section 106 undertakings. More information on the Section 106 requirements and process is available [here](#).

Survey Uses in Relation to National Register

The THC also uses the survey in the nomination process for the National Register. The survey form is designed to indicate which properties are likely to be eligible for the National Register (flagged through the surveyor's opinion and survey final report), and to provide information for the preparations of nominations. When National Register applications are prepared by owners or other interested citizens, the THC uses the survey data to evaluate the property's significance relative to others that have also been recorded in the inventory, and to check the completeness of the information provided. For more information regarding the National Register criteria see Appendix D.

Survey Uses in Relation to Local Preservation Planning

The survey data is used by the THC local government agencies and organizations involved in project planning and development to forewarn them if historic properties will be affected by their projects. The inventory and published summary reports also serve to boost private citizens' awareness of the cultural heritage present in their own communities.

Survey Uses in Relation to Research

Although not used for research as much as it has been in the past, the inventory materials provide a permanent historical record of a county's resources at a particular point in time. The results of the survey are then used to refine the historic contexts. Surveys are also subject to further refinement, as contexts identify where additional information is needed. The inventory materials are made a part of the THC's archival records, and microfilm copies are available at the Tennessee State Library and Archives.

CHAPTER 2: INITIALIZING AND CONDUCTING THE SURVEY

In planning and coordinating a survey in Tennessee, it is very important in both the early planning stages and throughout the survey project, to work in close coordination with the THC. Many times, the survey is initiated by a grant from the HPF Grant Program which has scope of work already discussed and approved by the THC in contract form. Discussed in this chapter are recommended “best practices” instructions.

Survey Criteria

The survey criteria are basically any building, structure, object or site that is 50-years or older in construction. Resources that are 45-years and older can be included since surveys only occur every few years or more. This also allows for the acquisition of data on properties that may not be NR eligible now but could be in a few years. In addition, it allows for surveys not to be so immediately outdated if the younger buildings are included now.

So, for the sake of an example, the date is 2020. Anything that was built in 1970 or before needs to be surveyed. The surveyor should look for such things as buildings, outbuildings (such as barns, garages, etc.), sites, objects, bridges, markers, manmade landscape features, or anything that might meet the age requirement. For survey purposes, a property should not be excluded solely on the basis of its condition if its historic features remain in place.

Checking for National Register-eligibility is another part of the survey criteria. The surveyor should look for individual resources that meet the National Register criteria, as well as, look for grouping of properties that might meet the criteria for a National Register Historic District. See Appendix D for more information. Only a small percentage of the resources inventoried may be individually eligible for the National Register; the remainder will be recorded for the purpose of establishing an historic context for the geographic area.

In addition to the above, the survey criteria include the scope of work in the written contract or agreement between the THC and the grantee, consultant or company.

Initializing the Survey

It is recommended that before beginning the actual survey, the project manager contacts the THC Survey Coordinator(s) for a discussion regarding the scope of work and the survey criteria. This can be done in person by appointment, by virtual meeting, or by email.

Gathering Historic Data at THC

It is suggested that the project manager or surveyor gather information archived by the THC on previously surveyed resources in their area. This can be done by accessing the THC Viewer for the database information in the form of a CSV and downloading early photographs of the previously

surveyed properties (Note: Photographs have been scanned and are currently being uploaded to an archive and attached to the Survey ID in the THC Viewer. Check with the THC Survey Coordinators for photographs if not seen on the Viewer. (At the time of this manual update, it is a work-in-progress.) USGS Maps are also still a good primary source to have as it gives location data on resources and informs you of the construction dates of those resources.

Also, the project manager should check for National Register-listed properties, Formal Determination of Eligibility Files or other data within their survey area located in the Information Files Index and the National Register-listed property list located on the THC website under Federal Programs and [Survey of Historic Resources](#).

Research within the Community

It is recommended that before field survey begins or early in the project, some preliminary research should be done. This will provide the surveyor with a basic orientation to the area's development. Early maps and historical accounts may reveal dates and transportation routes, economic evolution, and original town boundaries. Evaluation of this information will indicate area which might contain concentrations of historic sites and structures.

Additionally, research should be conducted utilizing public records, county histories, newspapers, personal interviews, and historic publications. Secondary sources such as recent histories of the area should also be consulted. Historic photographs should also be checked, and interviews should be conducted with local historians and long-term residents. Much of this information can be found at the city or county library or local historical society. The information which results from this preliminary research will be valuable in compiling an historical and architectural overview of the survey area, which is required as part of the survey project's final report.

As the survey progresses, it may be necessary to conduct additional research, to fill information gaps that are discovered as more is learned about the area, and to find additional information on individual resources. The data gathered can be used in the narratives that are prepared for the final survey reports on the historical and architectural developments of the survey area. Interviews with county historians and knowledgeable individuals with long associations to area can be very useful.

Public Participation

1. Local organizations such as historical societies, preservation organizations, planning departments, professional organizations, and neighborhood associations, should be contacted early in the survey project.
2. Comments from local organizations should be considered in planning and conducting the survey and survey plan.

3. Local police and/or sheriffs' departments should also be made aware that surveyors will be in the area.
4. If the survey will be conducted by an organization based outside the survey location, it may be a good idea to have a local contact person, such as a local planning department. A local person with a base of operations can take phone calls, receive mail, assist surveyors with problems they may encounter, and possibly, contribute to the survey by providing historical information. However, this is not always available.
5. Notification should also be given through public notices on local governmental websites, in local newspapers and through public meetings prior to, during and at the conclusion of the survey.

Training of Surveyors

Surveyors should be experienced and/or have an educational background in historic preservation or a related field. Ideally, surveyors should meet the Department of the Interior's qualifications, as outlined in 36 CFR Part 61. For surveyors who do not meet the qualifications or have never surveyed in the state, they should/can contact the THC survey coordinators for Training.

Surveying

The National Park Service (NPS) recognizes two basic categories of survey techniques. The first is the "reconnaissance" level survey, also known as the "walk-over" or "windshield" survey. The second category is the "intensive" level survey. Most of the surveys contracted by the THC involve an intensive approach in which every resource is evaluated, and those over the 50-year criteria are recorded.

1. Windshield/Reconnaissance Survey

A preliminary investigation, or reconnaissance, will be conducted to determine the actual distribution of resources throughout the project area. The surveyor should drive selected streets and roads for a general assessment of the extant cultural resources, noting typical property types and styles as well as any that are unique to the area. Some specific properties may be marked on the map to aid in deciding what route will be driven during the intensive survey phase.

2. Intensive Survey

For an Intensive Survey, all roads in the survey area must be driven and all properties inventoried according to the criteria and/or scope of work of the project. Using a highlighter to indicate on the field maps, such as USGS Quadrangle Maps, which roads were driven. This ensures that complete coverage is obtained, and that no area was missed.

Also, for an Intensive Survey, the Tennessee Historical and Architectural Resources Inventory Form is used to record/inventory information on each property, its architecture,

its environment, and the categories for its significance (see Chapter 4, Completing the Tennessee Historical and Architectural Resource). This form is now captured with the Survey123 App. Please note that outbuildings are not given their own Survey ID. It or they are included withing the Survey ID assigned to the primary building. Digital photographs should be taken of each property and associated outbuildings (see Chapter 6, Photographs). Each site's location is recorded within the Survey123 App or on either USGS quadrangle maps or on city tax maps (see Chapter 5, Mapping). It is recommended but not required for the surveyor to attempt to contact the occupant and/or owner to collect additional information. Photographs and mapping along with the architectural data is captured by the Survey 123 app.

During the Entire Survey Process

Important! The project coordinator will need to contact the THC if there are any changes in the plan, matters of scheduling, scope of the project, methodology, budget, or any other aspect of the project. Any changes must be approved in writing by the THC. This is vital when the survey is connected to a grant and/or on a set schedule. Changes may take time to be processed.

CHAPTER 3: COMPLETION AND FINAL PRODUCT

The survey materials must be completed and submitted to the THC by the deadline established in the agreement or grant contract. The THC staff will then review the materials for conformance with the survey standards set forth in this manual, and with the survey agreement or scope of work in a grant contract when appropriate. In most cases the final survey product will include the following materials:

If Using the Survey123 App

- Final Report (see below)
- Project Number given to the Survey123 App Survey Forms. (Forms will be submitted in accordance with the guidelines discussed in Chapter 4.)

If Not Using the Survey123 App

- Final Report (see below)
- Completed digital forms on all properties (Forms will be submitted in accordance with the guidelines discussed in Chapter 4.)
- Photographs of all properties (Photographs will be submitted in accordance with the guidelines discussed in Chapter 5.)
- Final Maps will be submitted in accordance with the guidelines discussed in Chapter 6.

FINAL REPORT OUTLINE

The final report on the survey project must be submitted with the survey.

1. Title Page

- Title and location of the survey, including incorporated municipality and county
- Author(s) / Principal Investigator(s), including contributors, and organizational affiliation and qualifications.
- Name of client, lead, or sponsoring agency or organization for whom report was prepared, including contract or permit numbers.
- Report status (draft, final, etc.) and date of completion.
- If the project was supported by a federal grant, the federally required statement acknowledging NPS and SHPO support and compliance with non-discriminatory policies.

2. Acknowledgements (optional)

3. Table of Contents (paginated)
4. List of Figures, Plates, and Tables (paginated)
5. Project Summary / Management Summary
 - Name of Survey
 - A summary of the project objectives and expected results of the project.
 - Precise boundaries of survey area including square miles covered, with justification if appropriate.
 - Number and type of properties surveyed.
 - Beginning and ending dates of survey project.
 - Location maps
6. Survey Methodology
 - Description of preliminary research and field methods employed, including mention of any problems encountered.
 - Discussion of criteria used in evaluation of the historical and architectural significance of properties in the survey area.
 - Summary of any methodological changes made during the survey.
 - Methods that were employed to assure that all resources were identified.
7. Historical Overview: Provide a narrative discussion of the historical and architectural development of the survey area, based on thorough research. The principal purpose is to establish a historical context for evaluating the significance and integrity of properties within the survey area. Cite all primary and secondary sources used in preparing the report in footnotes and in the bibliography.
 - Organize the overview around the major historical themes and events that shaped the development of the survey area. Focus on the properties recorded during the survey and identify associations between extant properties and significant persons, trends, and events in local history. Information uncovered through research about notable properties that are no longer extant should also be presented, followed by an explanation of the historical trends or factors that led to their destruction.
 - The historical overview does not need to convey all recorded history about the project area from the beginning of time to the present. Rather, discuss research findings and present informed analysis in an effort to understand the significant properties, building types, and architectural styles that define the historical character of the survey areas.

- The following is a list of potential topics to address, if applicable, to your survey area. Not all need to be addressed but at the least the foremost themes that have been encountered during the survey.
 - Geographical setting of survey area (location, topography, and environmental characteristics)
 - Early recorded history (Native Americans, early European settlers, origins of town and place names)
 - Early development (establishment and incorporation of towns, population growth, initial phases of community development)
 - Public infrastructure (construction of government and public buildings such as county courthouses, city halls, and jails)
 - Economy (development of agriculture, commerce, and industry)
 - Transportation (use of natural waterways and construction of roads, canals, and railroads)
 - Religion (founding of churches and construction of religious buildings)
 - Education (construction of schools and libraries)
 - Ethnic and minority history
 - Race relations and segregation
 - Social history (labor history, women’s history, gender history, LGBTQ history)
 - Entertainment and recreation (theaters and fairgrounds)
 - Social activities (civic and fraternal organizations, festivals, and events)
 - Significant persons
 - Landscapes (parks, tree-lined streetscapes, designed landscapes)
 - Important builders and architects

8. Previously and Newly Recorded Properties Identified with the Survey Area

- Properties listed in the National Register.
- Properties determined eligible for listing in the National Register.
- Properties determined not eligible for listing in the National Register.
- Properties requiring additional research to determine National Register eligibility.

9. Evaluation of Survey Data

- This section should contain evaluations and recommendations as to which surveyed resources are eligible for listing in the National Register of Historic Properties, accompanied by a statement as to why it does or does not meet the National Register criteria for listing. The statement of significance (or non-significance) should discuss the property within the appropriate historic and/or architectural context. Cite relevant criteria (A, B, C, D) and/or Criteria

Considerations (A through G), the area(s), period(s), and level of significance. (See Appendix D) Recommendations should consider both individual properties and the potential for historic districts.

10. Architectural Overview

- Architectural styles and property types, particularly folk or vernacular properties associated with or indigenous to the area.
- Unusual or outstanding structures or groups of structures that might form an historic district.
- Reference to specific properties in the inventory, by site number, that are associated with the above items.
- Mention of exceptionally important properties that are no longer extant

11. Conclusion: The conclusion may include recommendations of the surveyor on possible National Register-eligible properties and districts.

12. Bibliography: All primary and secondary sources used in preparing the historical overview should be listed in the bibliography along with where they can be found. The bibliography should be divided into two major sections: primary sources and secondary sources. In some cases, it may be advisable to further divide primary sources by type (e.g., books, articles, manuscripts, maps, and so forth). All citations should be in the format specified by the most recent edition of the Chicago Manual of Style.

CHAPTER 4: COMPLETING THE TENNESSEE HISTORICAL AND ARCHTECTURAL RESOURCE FORM

Located on the THC website under Federal Programs and Survey of Historic Resources are two in-depth tutorials with directions on how to access and download the Survey123 App and the current version of the Resource form. Download the following Survey tutorials first:

[Survey123 for ArcGIS Getting Started](#)

[Survey123 for ArcGIS Data Tutorial](#)

Once the steps in the two manuals have been followed, continue with the following instructions on how to complete the Resource Form. Asterisk (*) shows a required field.

While the actual survey itself calls for survey of buildings, structures, objects and sites, the Survey123 App is set up mainly for residential buildings and most structures. For other resources and how and what to include on the Survey123 App, see Appendix C. Sites do not include archaeological locations or sites. Contact TDOA if some of these are within the project area.

PROPERTY DETAILS

*SURVEY DATE: Date you are examining the resource, should automatically put the current date.

*SURVEYOR NAME: Enter the name of the surveyor.

*SURVEYOR EMAIL: Enter surveyor email

*SURVEYOR AFFILIATION: Organization surveyor is working for

*PROJECT ID: Determine a name for project, use for all properties within the project survey. Ex: "2020 I-65 Project" or "Coffee County Survey"

*COUNTY: Each county will have a two-letter abbreviation. Example: Davidson – DV. See Appendix D for a list of all county abbreviations.

*FIELD NUMBER: This number is used as temporary identifier for a specific resource. Resources are numbered consecutively as they are recorded. Use HS-1, HS-2, HS-3, etc. for your survey project. THC Survey Coordinators will assign permanent Survey Id numbers after the information has been reviewed.

HISTORIC NAME: The historic name ordinarily reflects one or more of the following:

- Original owner,
- Significant persons or events associated with the property type,
- Original or later uses of the property, and/or
- Innovative or unusual characteristics of the property or historic name, such as “Rattle & Snap”.

If no historic name can be determined, leave blank. Example: Johnson-Cole House, John Morgan Homestead.

COMMON NAME: This is the name of the current owner or the name by which the property is known today. Examples: Patsy Cline Home, the Round Barn, Madisonville Bridge, etc.

*STREET NUMBER, *STREET NAME, *CITY, *ZIPCODE: Current address of the property.

PRESENT OWNER NAME: The owner of record, including full name. This can be gotten from the Property Tax Information.

QUAD NUMBER: This is the number assigned to each 7-1/2-minute USGS quadrangle, and it is printed in the lower right corner. Example: 310 NE. All Quadrangle numbers should be noted prior to beginning the survey and can be acquired from the TN Survey Coordinators, if necessary.

OTHER MAPS: Use this space if maps other than USGS Quad maps are used to locate the resource. Insert the parcel number here especially if in a city or municipal area.

PROPERTY LOCATION: Using the mapping function, place the red pin on the on the main building for the property you are surveying, giving accurate latitude and longitude data.

YEAR OF CONSTRUCTION: Record the year in which the resource was constructed, within +/- 5 years. **Do not give “circa” dates.**

BUILDER: Give the name of the builder if known. This can also be the architect. Please note which it is or both. For example, William Strickland, Architect. If not known, leave blank.

PROPERTY STATUS

NR ELIGIBLE: Yes/No.

If, **in the opinion of the surveyor**, the property meets the requirements for listing on the National Register, choose “Yes”. If not, choose “No”. The general criteria for National Register eligibility are listed in Appendix D and should be used when trying to determine eligibility.

ELIGIBILITY DETERMINED BY:

- Surveyor: A determination from a consultant in field, not an official determination.
- Staff Opinion: National Register Coordinators at the THC have stated a property is/isn't eligible for the National Register but not proceed further in the process.
- Consensus: National Register Coordinators at the THC have agreed a property is/ isn't eligible based on a determination by another agency such as TDOT, etc.
- Formal: A formal Determination of Eligibility (DOE) by the National Register Keeper has been conducted but the property is not officially listed on the National Register.
- Listed: Officially listed already on the National Register (can be included in a district or individual nomination).

HISTORICAL COMMENTS: List any anecdotes, oral histories, proximity to / relation to other historical properties.

PROPERTY USE DETAILS

ETHNIC AFFILIATION: Choose one or as many ethnic affiliations as related with the property.

- African American
- Asian-American
- Hispanic
- Native American
- White, not Hispanic
- Other

ETHNIC AFFILIATION OTHER: If an ethnic affiliation is not listed above, type it into the text box.

INFORMANT: If different from present owner, note who gave information.

ORIGINAL USE DETAILS

ORIGINAL USE: Note the original use of the property. After selecting the use from the list, a secondary category will appear to note the type (with the exception of the “Not

applicable”, “Structure abandoned/unoccupied”, and “Other structure” as there are no further types).

Not Applicable

Residential Structure

Single family dwelling
Multiple family dwelling
Boarding house
Outbuilding- carriage house
Outbuilding- garage
Other residential

Multi-unit guest facility

Hotel/Motel
Motor court
Resort/Lodge
Other Multi-unit guest facility

Commercial building

General retail store
Specialty retail or shop
Market or grocery
Wholesale store
Warehouse/Storage
Showroom
Shopping center
Bank or exchange
Office
Newspaper building
Telephone building
Radio/Television building/tower
Tavern/Bar
Restaurant/Cafeteria
Laundromat
Other Commercial building

Religious structure

Church
Synagogue
Monastery/Convent
Church hall/Religious education facility
Grave house(s)/Related structures
Manse/Vicarage

Mosque
Shrine
Brush Arbor
Temple
Religious monument
Communal society
Other Religious structure

Government building

Town/City hall
Courthouse
Post office
Community building
Fire station
Police station
Penal facility
Legislative facility
Military facility (government)
Office building (government)
Water Treatment facility
Dam
Powerhouse
Maintenance facility
Other Government building

Educational facility

School- Public/Private
College/University
Research facility
Museum
Library
Radio/Television station (education)
Dormitory
Steam plant/Power plant (education)
Administration (education)
Classroom(s)
President’s house
Archive
Art gallery

Other Educational facility
Social/Humanitarian facility
Clubhouse/Lodge
Welfare group facility
Hospital/Institution
Sanitarium
Shelter mission
Rest home
Childcare facility
Doctor's office
Rural/Regional health facility
Other Social/Humanitarian facility
Transportation structure
Service station
Service garage
Bus/Truck terminal
Railroad depot
Airport
Hanger
Livery
Car barns
Bridge
Other Transportation structure
Recreational facility
Hunting lodge
Boat dock/house
Sports arena/facility
Dance/skate hall
Pavilion
Theater
Camp
Park/Fair
Zoo
Arcade
Other Recreational facility
Industrial/Manufacturing structure
Gristmill
Sawmill
Cotton gin
Woolen mill/factory

Textile or clothing mill/factory
Roller mill
Stave mill
Furniture manufacturing facility
Other wood products manufacturing facility
Animal-powered mill/press
Food processing facility
Distillery/Brewery
Brick/ceramic manufacturing facility
Tannery
Blacksmith shop
Furnace/Forge
Mine/extractive industry
Ice plant
Machine manufacturing/repair
Plastics facility
Printing facility
Tool & Die
Chemical plant
Assembly plant
Glassworks
Other Industrial/Manufacturing structure
Agriculture
Barn/Crop storage
Barn/Animal shelter
Barn/Tobacco
Barn/Dairy
Crib
Smokehouse
Springhouse
Shop (agricultural)
Stable
Granary
Mill (non-commercial)
Other Agriculture
Military facility
Fort
Stand/Ordinary (military)
Armory

Barn (military)
 Maintenance structure
 Barracks
 Mess
 Brig/Stockade
 Hangar (military)
 PX
 Quonset hut (military)
 Hospital (military)
 Tower (military)
 Magazine

Administrative office (military)
 Other Military facility
Science & Technology
 Laboratory
 Research & development facility
 Wind tunnel
 Observatory
 Other Science & Technology
Structure abandoned/unoccupied
Other structure

ORIGINAL USE OTHER: If selecting "Other" in any category for Use or Type, describe in more detail here.

PRESENT USE DETAILS

PRESENT USE: Note the current use of the property. After selecting the use from the list, a secondary category will appear to note the type (with the acceptance of the "Not applicable", "Structure abandoned/unoccupied", and "Other structure" as there are no further types).

Not applicable
Residential Structure
 Single family dwelling
 Multiple family dwelling
 Boarding house
 Outbuilding- carriage house
 Outbuilding- garage
 Other residential
Multi-unit guest facility
 Hotel/Motel
 Motor court
 Resort/Lodge
 Other Multi-unit guest facility
Commercial building
 General retail store
 Specialty retail or shop
 Market or grocery
 Wholesale store

Warehouse/Storage
 Showroom
 Shopping center
 Bank or exchange
 Office
 Newspaper building
 Telephone building
 Radio/Television building/tower
 Tavern/Bar
 Restaurant/Cafeteria
 Laundromat
 Other Commercial building
Religious structure
 Church
 Synagogue
 Monastery/Convent
 Church hall/Religious education facility

Grave house(s)/Related structures

Manse/Vicarage

Mosque

Shrine

Brush Arbor

Temple

Religious monument

Communal society

Other Religious structure

Government building

Town/City hall

Courthouse

Post office

Community building

Fire station

Police station

Penal facility

Legislative facility

Military facility (government)

Office building (government)

Water Treatment facility

Dam

Powerhouse

Maintenance facility

Other Government building

Educational facility

School- Public/Private

College/University

Research facility

Museum

Library

Radio/Television station (education)

Dormitory

Steam plant/Power plant (education)

Administration (education)

Classroom(s)

President's house

Archive

Art gallery

Other Educational facility

Social/Humanitarian facility

Clubhouse/Lodge

Welfare group facility

Hospital/Institution

Sanitarium

Shelter mission

Rest home

Childcare facility

Doctor's office

Rural/Regional health facility

Other Social/Humanitarian facility

Transportation structure

Service station

Service garage

Bus/Truck terminal

Railroad depot

Airport

Hanger

Livery

Car barns

Bridge

Other Transportation structure

Recreational facility

Hunting lodge

Boat dock/house

Sports arena/facility

Dance/skate hall

Pavilion

Theater

Camp

Park/Fair

Zoo

Arcade

Other Recreational facility

Industrial/Manufacturing structure

Gristmill

Sawmill

Cotton gin

Woolen mill/factory

Textile or clothing mill/factory

Roller mill
 Stave mill
 Furniture manufacturing facility
 Other wood products manufacturing facility
 Animal-powered mill/press
 Food processing facility
 Distillery/Brewery
 Brick/ceramic manufacturing facility
 Tannery
 Blacksmith shop
 Furnace/Forge
 Mine/extractive industry
 Ice plant
 Machine manufacturing/repair
 Plastics facility
 Printing facility
 Tool & Die
 Chemical plant
 Assembly plant
 Glassworks
 Other Industrial/Manufacturing structure
Agriculture
 Barn/Crop storage
 Barn/Animal shelter
 Barn/Tobacco
 Barn/Dairy
 Crib
 Smokehouse
 Springhouse

Shop (agricultural)
 Stable
 Granary
 Mill (non-commercial)
 Other Agriculture
Military facility
 Fort
 Stand/Ordinary (military)
 Armory
 Barn (military)
 Maintenance structure
 Barracks
 Mess
 Brig/Stockade
 Hangar (military)
 PX
 Quonset hut (military)
 Hospital (military)
 Tower (military)
 Magazine
 Administrative office (military)
 Other Military facility
Science & Technology
 Laboratory
 Research & development facility
 Wind tunnel
 Observatory
 Other Science & Technology
Structure abandoned/unoccupied
Other structure

PRESENT USE OTHER: If selecting "Other" in any category for Use or Type, describe in more detail here.

LOCATION: Is this structure in its original location?

- Original
- Moved: If the structure has been moved, once this option has been selected, a box asking for "Date Moved" will appear. Give the year moved.

ENDANGERED: Choose one or as many options that are endangering the property.

- None/Property stable
- Neglect/Deterioration
- Inappropriate, Non-Historic or Abusive Alterations
- Agriculture
- Private Development
- Industry
- Urban Encroachment

ENDANGERED OTHER: If a property is endangered for a reason not listed, describe it in detail here.

PHOTOS (See *Chapter 5: Photographs* for more details)

***DATE PHOTOS TAKEN:** Date you are photographing the resource, should automatically put the current date.

***FAÇADE:** At least one (1) photo is required.

- Camera icon: Should open the camera on your device, if applicable.
- Folder icon: Should open the stored photos on your device, if applicable.

View 2:

- Camera icon: Should open the camera on your device, if applicable.
- Folder icon: Should open the stored photos on your device, if applicable.

View 3

- Camera icon: Should open the camera on your device, if applicable.
- Folder icon: Should open the stored photos on your device, if applicable.

View 4

- Camera icon: Should open the camera on your device, if applicable.
- Folder icon: Should open the stored photos on your device, if applicable.

***OUTBUILDINGS/OTHER STRUCTURES:**

YES or NO

If YES: After selecting “yes”, a secondary section will appear to add photos of outbuildings.

Outbuilding 1 info: Insert information about this building, type, materials, details, etc. in Outbuilding Comments.

- Outbuilding 1:
 - Camera icon: Should open the camera on your device, if applicable.
 - Folder icon: Should open the stored photos on your device, if applicable.

Outbuilding 2 info: Insert information about this building, type, materials, details, etc. in Outbuilding Comments.

- Outbuilding 2:
 - Camera icon: Should open the camera on your device, if applicable.
 - Folder icon: Should open the stored photos on your device, if applicable.

Outbuilding 3 info: Insert information about this building, type, materials, details, etc. in Outbuilding Comments.

- Outbuilding 3:
 - Camera icon: Should open the camera on your device, if applicable.
 - Folder icon: Should open the stored photos on your device, if applicable.

Outbuilding 4 info: Insert information about this building, type, materials, details, etc. in Outbuilding Comments.

- Outbuilding 4:
 - Camera icon: Should open the camera on your device, if applicable.
 - Folder icon: Should open the stored photos on your device, if applicable.

Outbuilding Comments: Insert information about the outbuildings photographed above. Include information like type, materials, details, etc. For example, 1930 single bay, gable roof garage of concrete block. If multiple outbuildings, make sure to label the description to the photo.

MORE PHOTOS

MORE PHOTOS:

YES or NO

If YES: After selecting “yes”, a secondary section will appear to add information and the additional photos.

Photo 1 info: Insert information about the photo in More Photos Comments

- Photo 1:
 - Camera icon: Should open the camera on your device, if applicable.

- Folder icon: Should open the stored photos on your device, if applicable.

Photo 2 info: Insert information about the photo in More Photos Comments

- Photo 2:
 - Camera icon: Should open the camera on your device, if applicable.
 - Folder icon: Should open the stored photos on your device, if applicable.

Photo 3 info: Insert information about the photo in More Photos Comments

- Photo 3:
 - Camera icon: Should open the camera on your device, if applicable.
 - Folder icon: Should open the stored photos on your device, if applicable.

Photo 4 info: Insert information about the photo in More Photos Comments

- Photo 4:
 - Camera icon: Should open the camera on your device, if applicable.
 - Folder icon: Should open the stored photos on your device, if applicable.

ARCHITECTURAL DETAILS

PRIMARY AND SECONDARY ARCHITECTURAL STYLES:

- | | |
|-------------------------------------|--------------------------|
| • Not Applicable | • Storybook |
| • Neo-Mansard | • Asiatic |
| • Mansard | • Japanese |
| • Deconstructivism | • Stack House |
| • Post Modern | • Contemporary |
| • Brutalism | • International |
| • New Formalism | • Shed |
| • A-frame | • Raised Ranch |
| • Organic | • Transitional Ranch |
| • Prefabricated (Modern) | • Art Moderne |
| • Kit House | • Art Deco |
| • Earthen House | • Prairie Style |
| • Geodesic Dome | • Craftsman |
| • Manufactured Housing- Single Wide | • Minimal Traditional |
| • Manufactured Housing- Double Wide | • Bungalow |
| • Mobile Home | • Tudor Revival |
| • Split-Level- Bi | • English Cottage |
| • Split-Level- Tri | • Dutch Colonial Revival |

- Shingle Style
- Sullivanesque / Chicago Style
- Mediterranean
- Cape Cod
- Spanish Colonial Revival
- Classical Revival
- Georgian Revival
- Colonial Revival
- Renaissance Revival
- Egyptian Revival
- Four-Square
- Stick Style
- Queen Anne / Eastlake
- 19th Century Commercial
- Shotgun
- 20th Century Commercial
- Romanesque
- Gothic / Carpenter Gothic
- I-House
- Second Empire
- Italianate
- Greek Revival
- Federal
- Unknown
- Other

STYLE OTHER: If selecting “Other” in the Primary or Secondary Architectural Style category, describe in more detail here.

NOTE: You don’t have to have a style name for everything. If there is no style; then there needs to be a plan. You can have both a style and a plan.

CONSTRUCTION: Choose one or as many structural construction materials that are used for the building. Note: Construction may not be visible and is often different from the exterior siding.

- Frame
- Log
- Brick
- Stone
- Steel
- Concrete Block
- Concrete Panel
- Formed Concrete
- Post & Beam
- Other

CONSTRUCTION OTHER: If the construction type used is not listed, describe it in detail here.

NUMBER OF STORIES: Select the number of stories the property has.

- 1 Story
- 1.5 Stories
- 2 Stories
- 2.5 Stories
- 3 Stories
- 4 Stories
- 5 Stories
- > 5 Stories

ROOF CONFIGURATION: Choose the roof configuration that the property has.

- Gable
- Gable with Parapet
- Clipped Gable/Jerkinhead
- Salt Box

- Hip
- Pyramid
- Gambrel
- Mansard
- Bellcast
- Flat
- Flat with Parapet
- Butterfly
- Slant
- Cross-Hipped
- Hip & Gable
- Built-up
- Other

ROOF CONFIGURATION OTHER: If the roof configuration type is not listed, select “Other” on question 44 and describe it in detail here.

ROOF MATERIAL: Choose one or as many roof materials that are used for the building.

- Asphalt shingles
- Metal
- Wooden Shakes
- Slate
- Tile
- Terra Cotta
- Porcelain Enamel
- Fiberglass
- Other

ROOF MATERIAL OTHER: If the roof material type is not listed, select “Other” on question 46 and describe it in detail here.

ROOF ORIGINAL:

- Yes
- No

WINDOWS ORIGINAL:

- Yes
- No

WINDOW MATERIAL:

- Wood
- Steel/Metal
- Aluminum
- Vinyl
- Other

WINDOW MATERIAL OTHER: If the window material type is not listed, select “Other” on question 50 and describe it in detail here.

WINDOW TYPE:

- Double-Hung
- Triple-Hung
- Stationary
- Casement
- Ribbon
- Horizontal
- Sliding Track
- Jalousie
- Picture
- Hopper
- Pivot
- Awning
- Other

WINDOW TYPE OTHER: If the window type is not listed, select “Other” on question 52 and describe it in detail here.

LIGHTS / PANES: Noted as 00/00.

PORCH CONFIGURATION:

- Full
- 3/4
- 1 Bay Central
- 1 Bay Other
- Wrap-around
- Other

PORCH CONFIGURATION OTHER: If the porch configuration is not listed, select “Other” on question 55 and describe it in detail here.

PORCH HEIGHT (STORIES):

- 1 Story
- 1.5 Stories
- 2 Stories
- 2.5 Stories
- 3 Stories
- 4 Stories
- 5 Stories
- > 5 Stories

PORCH INTEGRITY:

- Original
- Altered
- Removed / No Replacement
- Reconstruction
- New Construction
- Other

PORCH INTEGRITY OTHER: If the porch integrity description is not listed, select “Other” on question 58 and describe it in detail here.

WALLCOVERING / SIDING:

- Log
- Weatherboard
- Board & Batten
- Brick
- Brick Veneer
- Stone
- Stone Veneer
- Stucco
- Fiber Cement Siding
- Asbestos Shingle
- Masonite
- EFIS (Exterior Finish Insulation System)
- Shingle
- Vinyl Siding
- Aluminum Siding
- Simulated Masonry
- Glass Block
- Metal-Crimped or Corrugated
- Vertical Panels of Plywood/ Wood Particle Board (modern)
- Asbestos Cement
- Fiberboard
- Porcelain Enamel
- Blown Concrete
- Other

WALLCOVERING / SIDING: If the wallcovering/siding is not listed, select “Other” on question 60 and describe it in detail here.

CHIMNEY

YES or NO

Yes: After selecting “yes”, a secondary section will appear to add information about chimney details.

NUMBER OF CHIMNEYS: When entering the number of chimneys, a new section will appear asking for information about each chimney.

LOCATION OF FIRST CHIMNEY

(this section will repeat determined by the number of chimneys entered above).

- Exterior End
- Interior End
- Exterior other than End
- Interior Central
- Other Interior
- Other

MATERIAL OF FIRST CHIMNEY

(this section will repeat determined by the number of chimneys entered above).

- Brick
- Stone
- Brick & Stone
- Wood (Mud Cat)
- Other

FOUNDATION MATERIAL: Choose one or as many foundation materials that are used for the building.

- Wood
- Stone
- Brick
- Cast Concrete
- Concrete Block
- Other

FOUNDATION MATERIAL OTHER: If the foundation material is not listed, select “Other” under Foundation Material and describe it in detail here.

FOUNDATION CONFIGURATION:

- Basement
- Continuous
- Pier
- Slab
- Other

FOUNDATION CONFIGURATION OTHER: If the foundation configuration is not listed, select “Other” on Foundation Configuration and describe it in detail here.

HISTORIC PLAN:

- One Room
- Double-Pen
- Dog-Trot
- Central Hall
- Hall & Parlor
- Rectangular
- Square
- Irregular
- Standard Commercial
- T-Shaped
- Gable Front
- Gable Front & Wing (Gabled Ell)
- Side Gable Massed Plan (Modern)
- Two-Story Massed Plan (Modern)
- Gable & Hip
- Other

HISTORIC PLAN OTHER: If the historic plan is not listed, select “Other” on Historic Plan and describe it in detail here.

PRIMARY WING(S) OR ADDITION(S):

- Rear Shed
- Rear L
- Rear T
- Side
- Prow
- Other Front
- Additional Stories
- Other

SECONDARY WING(S) OR ADDITION(S):

- Rear Shed
- Rear L
- Rear T
- Side
- Prow
- Other Front
- Additional Stories
- Other

OTHER WING(S) OR ADDITION(S): If the primary / secondary wing(s) or addition(s) are not listed, select “Other” on both Primary and Secondary Wings and describe it in detail here.

LANDSCAPE FEATURE(S) PRESENT:

YES or NO

If Yes: After selecting “yes”, a secondary section will appear to add landscape feature types; choose one or as many options that apply.

- Formal Garden
- Cemetery
- Park
- Statuary
- Rural
- Farm
- Planned Community
- Other

LANDSCAPE FEATURE OTHER: If the landscape feature is not listed, select “Other” on Landscape Feature above and describe it in detail here.

SURVEYOR NOTES

ARCHITECTURAL COMMENTS: Record any information about the resource not covered in the preceding variables. Information regarding alterations, stylistic details and/or historic data may be recorded here. For example: knee brace brackets; chamfered corner, vergeboard in the gable field.

CHAPTER 5: PHOTOGRAPHS

Photographs are one of the best records of properties. As part of the survey, photographs are valuable data which visually reproduce the written information contained on the completed survey form, and which allow the comparison of one property to another or the ability to compare the property over a period of time.

Photo requirements:

- Images shall be clear, in-focus, and show each elevation of the building, structure or object, as well as, all outbuildings, depending on permission to access the property. Four photos per building is ideal but 2 is suggested and at least 1 of the façade (front or main entry side) is required (this can be an oblique-see below).
- Outbuilding photographs can be grouped together in one photograph (if possible) or separate and usually only require one or two photographs.
- Minimal visual intrusions (e.g., cars, trees, signs) shall be present in photographs
- Pixel dimension on your camera should be at least 6-8 megapixels
- Photos should be submitted through the Survey123 App along with the survey form
- If photos are taken from a camera or have been downloaded on to a computer, click on the folder icon in the Survey123 App and it will take you to a browser that will allow you to locate the photo and then click to enter it into the Survey123 App.

A few pointers will make the photography easier and will result in better pictures:

- Do not take photographs facing into the sun.
- Taking photographs from an angle which shows two complete elevations or facades is called an “oblique”. Each individual property should be photographed twice, ideally, from opposite corners or obliques of the building. If vegetation or other factors prohibit this, try to photograph the elevation or side of the building that shows the most architectural information.
- Whenever possible, avoid including elements such as people, cars, traffic signals, etc.
- Trees can obscure buildings, so find an angle which does not include any, whenever possible. Fall, winter, and early spring are the best seasons for photographing buildings.
- Take time to focus the camera, and carefully frame the shot; such efforts will enhance the quality of the resulting photo.
- Complicated buildings with many architectural features may require several shots. Do not be reluctant to take extra photographs. Remember, this may be the only time the resource is recorded.
- If not using the Survey123 App, photographs should be labeled with the temporary/Field ID in ascending order after a decimal point. For example: HS-1; HS-1.2, HS-3, etc. They can be saved on a flash drive or put on the THC FTP site. Contact the Survey Coordinator for how to access the FTP.

CHAPTER 6: MAPPING AND MAPS

Maps are one of the most important aspects of a survey record. While street addresses may change over time, map locations are a permanent record showing the exact location of a property. Additionally, mapping allows users of survey data to examine the spatial layout and geographical distribution of historic properties, which can help identify potential historic districts. The maps are also useful in preparing publications, such as tour guides to historic sites and buildings. Finally, in the event a survey form is lost, if more information is needed, or new photographs are required, an accurate map ensures that the property can be easily located. With the introduction of the 911 system in the mid-1980s, rural routes and box numbers were done away with and an actual address with a street number and street name was attached to properties.

The ability to see everything from space has changed the face of survey. Latitude and Longitude coordinates have replaced the UTM usually obtained through the measurements of the United States Geological Survey (USGS) 7.5 Minute Series topographical quadrangle maps. These USGS maps can still be used but the technology within the Survey123 App catches the location and records it at the push of a button. USGS quadrangles may still be used in a survey as it identifies other features besides location. They are helpful when out in the field to identify building dates of construction and knowing where you are going and where you have already been. USGS quadrangles are no longer required to be submitted with a survey.

While the ability to get the locational coordinates is now in the Survey123 App, the following must also be on the form to enable verification of the location:

1. Street number and Street Name
2. Parcel number (put in “other maps” section)
3. Latitude and Longitude coordinates (only if you are not using the App-if using the App, it will automatically record it when you hit the button to mark the location.) Make sure to place the pointer right on top of the roof of the primary building.

These three items allow for the triangulation of surveyed locations if the Survey123 App isn't being used or doesn't work. However, if WiFi isn't available, the surveyor can go back and mark the location when they get service back. Both the Street number and name along with the parcel number can all be gotten on the [TN Property Tax Map Viewer](#). Latitude and longitude coordinates can be obtained on numerous and readily available mapping programs.

APPENDIX

List of Appendices

Appendix A: Suggested Reading for Additional Information and Architectural Identification and Description

Appendix B: Other Historical and Architectural Resources.

Appendix C: County Abbreviations for Tennessee

Appendix D: "National Register Eligibility" Criteria

APPENDIX A: Suggested Reading for Architectural Identification and Description

- Blumenson, John J. G. *Identifying American Architecture: A Pictorial Guide to Styles and Terms, 1600-1945*. Walnut Creek, CA: AltaMira Press, 1995.
- Burden, Ernest. *Illustrated Dictionary of Architecture*. New York: McGraw-Hill, 2002.
- Ching, Francis D. K. *A Visual Dictionary of Architecture*. New York: Van Nostrand Reinhold, 1997.
- Cloues, Richard, Ph.D. *The Ranch House Initiative, Mid-20th Century Ranch Houses in Georgia*. Georgia Department of Natural Resources, Historic Preservation Division, 2010.
<https://gadnr.org/sites/default/files/hpd/pdf/RanchHouseInitiative.pdf>.
- Cromley, Elizabeth C. and Thomas Carter. *Invitation to Vernacular Architecture: A Guide to the Study of Ordinary Buildings and Landscapes*. Knoxville: University of Tennessee Press, 2005.
- Curtis, William J. R. *Modern Architecture Since 1900*. New York: Phaidon Press, 2012.
- Foster, Gerald. *American Houses: A Field Guide to the Architecture of the Home*. New York: Houghton Mifflin, 2004.
- Glassie, Henry. *Vernacular Architecture*. Bloomington, IN: Indiana University Press, 2000.
- Gottfried, Herbert and Jan Jennings. *American Vernacular Design 1870-1940: An Illustrated Glossary*. New York: Van Nostrand Reinhold, 1985.
- Harris, Cyril M. *American Architecture: An Illustrated Encyclopedia*. New York: W. W. Norton & Company, 1998.
- , ed. *Illustrated Dictionary of Historic Architecture*. New York: McGraw-Hill, 1977.
- Hitchcock, Henry-Russell and Philip Johnson. *The International Style*. New York: W. W. Norton & Company, 1995.
- Howard, Hugh. *Dr. Kimball and Mr. Jefferson: Rediscovering the Founding Fathers of American Architecture*. New York: Bloomsbury, 2006.
- Howe, Barbara J., Dolores A. Fleming, Emory L. Kemp, and Ruth Ann Overbeck. *Houses and Homes: Exploring Their History*. Edited by David E. Kyvig and Myron A. Marty. Lanham, MD: AltaMira Press, 1997.
- Kieckhefer, Richard. *Theology in Stone: Church Architecture From Byzantium to Berkeley*. New York: Oxford University Press, 2004.
- Kreyling, Christine, Wesley Paine, Charles W. Watterfield, Jr., and Susan Ford Wiltshire. *Classical Nashville: Athens of the South*. Nashville: Vanderbilt University Press, 1996.

- Longstreth, Richard. *The Buildings of Main Street: A Guide to American Commercial Architecture*. Walnut Creek, CA: AltaMira Press, 2000.
- McAlester, Virginia Savage. *A Field Guide to American Houses: The Definitive Guide to Identifying and Understanding America's Domestic Architecture*. New York: Random House, 2013.
- Murtagh, William J. *Keeping Time: The History and Theory Preservation in America*. New Jersey: John Wiley & Sons, Inc., 2006.
- National Cooperative Highway Research Program. *A Model for Identifying and Evaluating the Historic Significance of Post-WWII Housing*. Various Editors and Contributors.
<https://www.nap.edu/catalog/22709/a-model-for-identifying-and-evaluating-the-historic-significance-of-post-world-war-ii-housing>.
- Patrick, James. *Architecture in Tennessee: 1768-1897*. Knoxville: University of Tennessee Press, 1981.
- Rifkind, Carole. *A Field Guide to American Architecture*. New York: Plume, 1980.
- Roth, Leland M. *American Architecture: A History*. Cambridge, MA: Westview, 2001.
- Tyler, Norman, Ted J. Ligibel, and Ilene R. Tyler. *Historic Preservation: An Introduction to Its History, Principles, and Practice*. New York: W. W. Norton & Company, 2009.
- Upton, Dell and John Michael Vlach, eds. *Common Places: Readings in American Vernacular Architecture*. Athens, GA: University of Georgia Press, 1986.
- Walker, Lester. *American Homes: The Landmark Illustrated Encyclopedia of Domestic Architecture*. New York: Black Dog & Leventhal, 2014.
- West, Carroll Van West, ed. *The Tennessee Encyclopedia of History and Culture, version 3.0*.
<https://tennesseeencyclopedia.net/>.
- White, Anthony and Bruce Robertson. *Architecture & Ornament: A Visual Guide*. New York: McGraw-Hill, 1990.
- Wright, Gwendolyn. *USA: Modern Architecture in History*. London: Reaktion Books, 2008.

APPENDIX B: OTHER HISTORICAL AND ARCHITECTURAL RESOURCES

The survey includes not only buildings but structures, objects and sites. The Survey123 is set up mainly for buildings and most structures. Three commonly surveyed resources that don't fit very well are commercial buildings, cemeteries and bridges. If there are survey resources that do not fit into most of the questions on the form, make sure to fill out the questions in the following categories if possible:

- Property Details
- Property Status
- Property Use (includes Original Use and Present Use)
- Photos
- Architectural Details (fill any detail that applies)
- Surveyor Notes (Architectural Comments-describe the resource)

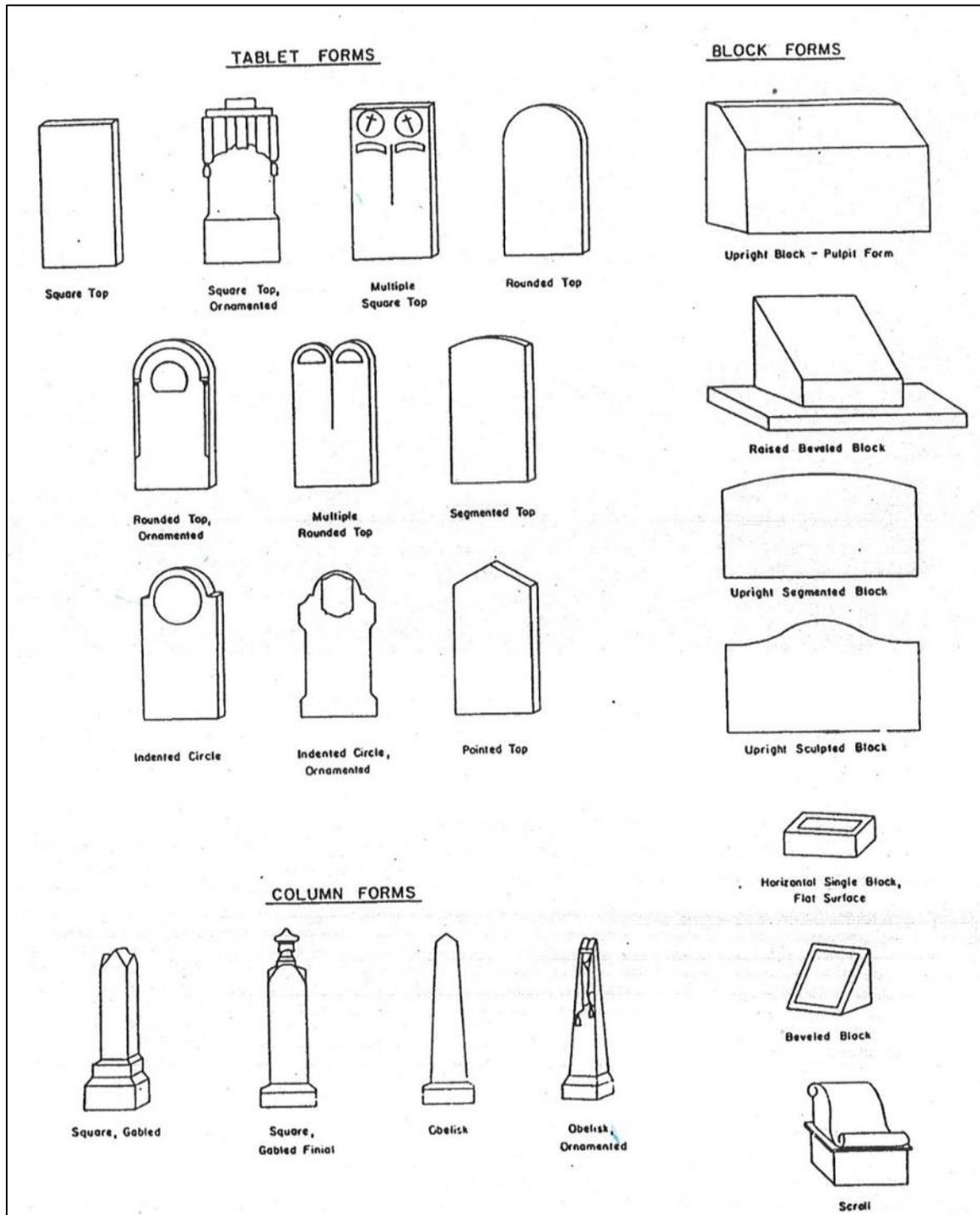
NOTE: The Architectural Comments section has a character limit so you may need to keep it short. Not everything on the list will fit but that is ok. Fit what you can.

Details for Cemeteries:

As of 2020, the THC has created a new state program called the Cemetery Preservation Program. This program includes the inventory and survey of cemeteries located in the State of Tennessee both public and private. Data from the Survey Program will be shared with this new program. Descriptive information of the cemetery is always helpful along with photographs for identification but most important is locational data for the cemeteries. If the surveyor would like to add more than locational data, below is a list of optional items that the surveyor may include in the Historical and Architectural Comments on the Survey123 App. Asterisks denote required information.

- Name of Cemetery*
- Location*
- Active or Not Active
- Fraternal Organizations Represented
- Veterans Represented
- Wars Represented
- Approximate Number of Markers
- Types of Markers
- Stone Arrangement
- Marker Materials
- Stone Arrangements
- Landscape Features

ZOOM IN for Clearer Image



Courtesy of: The Indiana Historic Sites and Structures Inventory, Survey Manual for Architectural and Historic Resources, Division of Historic Preservation and Archaeology and Department of Natural Resources 2008. Adapted from Nutty (1984). Updated by Amy Walker.

Architectural Details for Commercial Buildings:

Commercial buildings are another commonly surveyed building type. Important to note when surveying commercial buildings: Commercial buildings are surveyed by the building and *not* the storefront. A commercial building can have numerous storefronts with different addresses, but it can be the same building. This can often be determined by the roofline or by the size and detailing of the building. For example, if a building at 202-208 Main Street has four storefronts but is one building, this would be recorded as one building on one survey form. Do not separate each storefront into its own survey form.

Descriptions of some of the features indicated below can go in the Architectural Comments and in Architectural Details such as windows, roof, doors, window, etc.

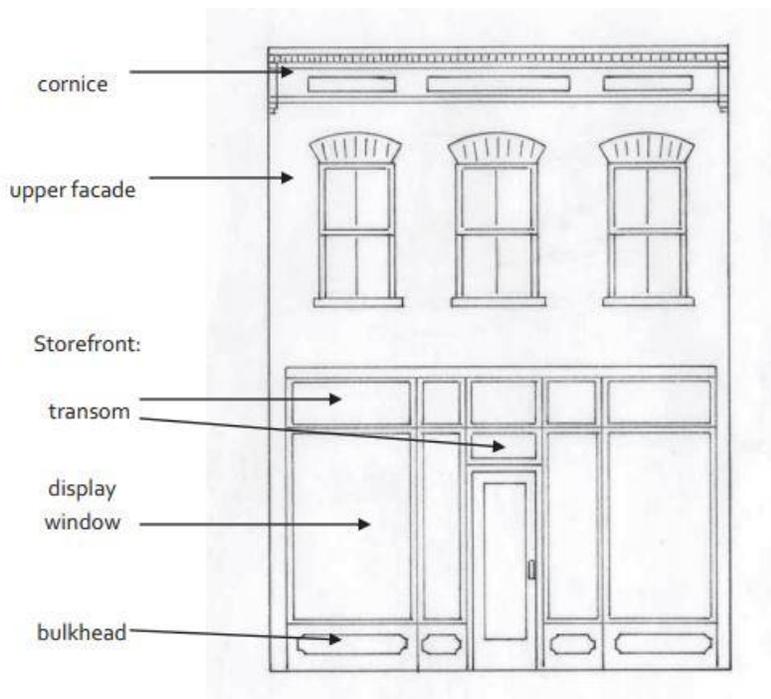


Image courtesy of Phil Thomason

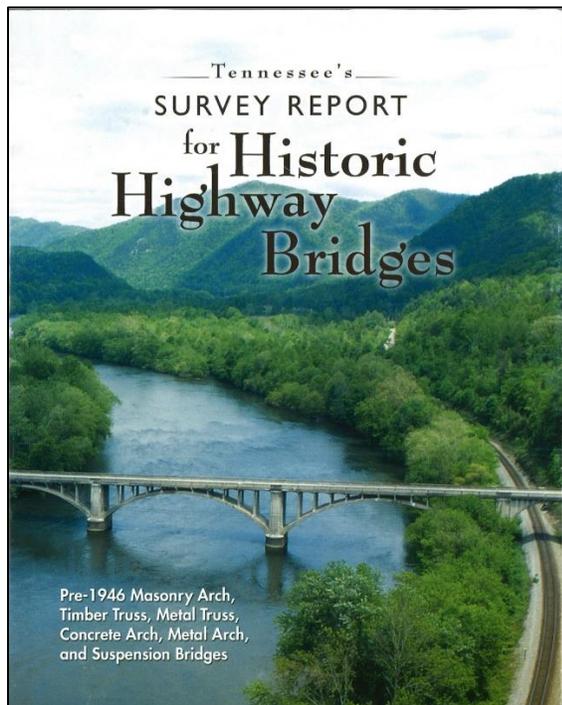
Details for Bridges

Bridges are structures that can be surveyed. Below is a list of details for bridges. The most common bridges include highway or local and state road bridges and railroad bridges. TDOT has extensively documented the road bridges in Tennessee and there is a reference book (pictured below) that they have published that includes their findings. Chapters 4 and 5 in the TDOT bridge book include detailed images of several types of bridges. The book is also available on-line at the link shown below the image. Bridges tend to be constructed of stone, metal or concrete. Railroads crisscrossed the state at one time and there are many bridges that still remain that have not been

surveyed. Some of these smaller railroads would have been part of the early logging and mining operations in the state or still may be in use. Many of these used metal as their material for bridges. A poster was developed that includes images of all types of truss metal bridges. The poster can be accessed on-line at website noted below the poster image below.

Descriptions of some of the features indicated below can go in the Historical Comments, Architectural Comments and in Architectural Details on the Survey123 App.

- *Location – water source it is over and on what road-even a nearest address would be helpful
- *Owner information such as the name of the railroad, state or county or local government
- *Type of Bridge – Stone, Masonry, Metal, Concrete
- Bridge Name/Number Plate, if available
- Builder Plaque
- Truss Type
- Abutments and Piers
- Decking
- Railing and Balustrade



<https://www.tn.gov/content/tn/tdot/structures-/historic-bridges/historic-highway-bridge-report.html>

TRUSSES

A STUDY BY THE
HISTORIC AMERICAN ENGINEERING RECORD

TRUSS BRIDGES

THROUGH TRUSS **PONY TRUSS** **DECK TRUSS**

ROOF TRUSSES

STRUCTURAL CONNECTIONS

TRUSS IDENTIFICATION: NOMENCLATURE

 KING POST	 PRATT	 BALTIMORE (PETIT)	 WARREN
 QUEEN POST	 PRATT HALF-HIP	 PENNSYLVANIA PETIT	 WARREN
 BURR ARCH TRUSS	 TRUSS LEG BEDSTEAD	 LENTICULAR (PARABOLIC)	 DOUBLE INTERSECTION WARREN
 TOWN LATTICE	 FINK	 GREINER	 FOGHAM
 HOWE	 CAMELBACK	 DOUBLE INTERSECTION PRATT	 POST
 BOWSTRING ARCH-TRUSS	 CAMELBACK	 SCHNEIDER	 BILLMAN
 WADDELL 'A' TRUSS	 KELLOGG	 K-TRUSS	 FINK
 WICHERT	TRUSSES HISTORIC AMERICAN ENGINEERING RECORD		 STEAIND
TRUSS IDENTIFICATION: BRIDGE TYPES			

For larger and clearer image: <https://www.nps.gov/hdp/samples/HAER/truss.htm>

APPENDIX C: County Abbreviations for Tennessee

AN: Anderson	HN: Hamilton	MO: Morgan
BD: Bedford	HK: Hancock	OB: Obion
BN: Benton	HM: Hardeman	OV: Overton
BE: Bledsoe	HR: Hardin	PY: Perry
BT: Blount	HW: Hawkins	PT: Pickett
BY: Bradley	HD: Haywood	PK: Polk
CP: Campbell	HE: Henderson	PM: Putnam
CN: Cannon	HY: Henry	RH: Rhea
CL: Carroll	HI: Hickman	RE: Roane
CR: Carter	HO: Houston	RB: Robertson
CH: Cheatham	HS: Humphreys	RD: Rutherford
CS: Chester	JK: Jackson	ST: Scott
CE: Claiborne	JE: Jefferson	SQ: Sequatchie
CY: Clay	JN: Johnson	SV: Sevier
CK: Cocke	KN: Knox	SY: Shelby
CF: Coffee	LK: Lake	SH: Smith
CT: Crockett	LA: Lauderdale	SW: Steward
CU: Cumberland	LR: Lawrence	SL: Sullivan
DV: Davidson	LS: Lewis	SU: Sumner
DR: Decatur	LN: Lincoln	TP: Tipton
DK: DeKalb	LD: Loudon	TR: Trousdale
DS: Dickson	MC: Macon	UC: Unicoi
DY: Dyer	MD: Madison	UN: Union
FY: Fayette	MI: Marion	VB: Van Buren
FN: Fentress	ML: Marshall	WR: Warren
FR: Franklin	MU: Maury	WG: Washington
GB: Gibson	MN: McMinn	WY: Wayne
GL: Giles	MY: McNairy	WK: Weakley
GR: Grainger	MG: Meigs	WH: White
GN: Greene	MR: Monroe	WM: Williamson
GY: Grundy	MT: Montgomery	WI: Wilson
HB: Hamblen	ME: Moore	

APPENDIX D: National Register Eligibility Criteria

The National Register Criteria²

To be considered eligible, a property must meet the National Register Criteria for Evaluation. This involves examining the property's significance, age, and integrity.

Significance: Is the property associated with events, activities, or developments that were important in the past? With the lives of people who were important in the past? With significant architectural history, landscape history, or engineering achievements? Does it have potential to yield information about our past through archeological investigation?

Age and Integrity: Is the property old enough to be considered historic (generally at least 50 years old) and does it still look much the way it did in the past?

Criteria for Evaluation: The quality of significance in American history, architecture, archaeology, 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 history or prehistory**.

Criteria Considerations: Ordinarily cemeteries, birthplaces, graves of historical figures, properties owned by religious institutions or used for religious purposes, structures that have been moved from their original locations, reconstructed historic buildings, 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:

² Adopted from the National Park Service, National Register of Historic Places website:
<https://www.nps.gov/subjects/nationalregister/index.htm>

- 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 primarily significant 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 associated with his or her productive life; or
- d. A cemetery that derives its primary importance 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 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.