

REVISED GUIDELINES FOR HISTORIC REPORTS – 12/7/09

Purpose: To more closely align historic reports with the City's Historic Preservation Ordinance, to have the Guidelines reflect the current state of the art of historic reports, and to make finished reports easier to understand by making them more graphical.

A historic report is a survey and evaluation that is used to determine the significance of a historic building, site, or object. The survey contains a description of a historic resource as well as information about its historical background and surrounding area. The evaluation is based on specific historic evaluation criteria that has been developed for the City of San Jose, the California Register, and the National Register of Historic Places.

A historic report is necessary to determine the significance of a historic resource, and how a proposed project will affect its significance. The Department of Planning, Building and Code Enforcement (PBCE) will require an applicant to hire a qualified historical consultant to prepare a historic report when a project has the potential to affect a historic resource which is (1) either listed, or eligible for listing, on the National Register of Historic Places or the California Register, or (2) designated or eligible for designation as a City Landmark.

Uses of a Historic Report

The Department of PBCE will use a historic report as a resource to determine whether the project will result in a significant impact to historic resources. A project will have a significant effect on historic resources if it would demolish, or substantially alter, a historical resource which is (1) either listed, or eligible for listing, on the National Register of Historic Places or the California Register or (2) designated as a City Landmark. It is the responsibility of the Department of Planning, Building, and Code Enforcement to make a determination as to whether a project will have a significant impact on a potential resource under the California Environmental Quality Act (CEQA). If a project will not have a significant effect on the environment, the Department of PBCE will issue a Negative Declaration. Conversely, the Department of PBCE will require the preparation of an Environmental Impact Report (EIR) if it determines that the project will have significant effect on the environment. The Department of PBCE will also use a historic report to determine whether a property is eligible for listing on the City of San Jose Historic Resources Inventory, and designation as a City Landmark.

Prior to Drafting a Historic Report

Prior to drafting a Historic Report, discussing the scope of work of a historic report with the Historic Preservation section of the Planning Division is required. Please be prepared to discuss the project location, project description, and a description and disposition of all existing structures involved in a project. Be prepared to provide photographs of all structures.

Professional Qualifications

A person who prepares a historic report for the City of San Jose must, at minimum, (1) meet the professional qualifications on page 3 of the Guidelines for Historic Reports, and (2) be capable of meeting the following report requirements.

~~General Requirements~~

~~An applicant must submit two (2) administrative draft copies of a historic report to the Department of PBCE. The report should be written in a narrative tone. It must be checked for typographical errors, and proofread for proper syntax. All material facts, such as the date of construction, must contain references to sources of information. The report must contain subheadings and page numbers for clarity and organization. Maps, photographs, and figures should be labeled and integrated with the text of the report. The Department of PBCE will review the administrative draft copies, and forward comments to the consultant. The consultant must address the Department's comments before the historic report will be accepted and used for environmental review.~~

Format Requirements

A historic report prepared for the City of San Jose must conform to the following format:

A. Cover letter

A title page cover letter is required that contains the (1) name and address of property, (2) the name and address of the applicant, (3) the name and address of the consultant, and (4) completion date of the report, along with a brief narrative introducing the project.

~~B. Table of Contents~~

~~A table of contents is required that indicates the page numbers of each of the items from Sections C through I below.~~

~~C. Introduction~~

~~The introduction should include, but not be limited to, the (1) name of proposed project, (2) name of the developer, (3) description of the proposed project, (4) address, nearest cross streets, acreage, and Assessor's Parcel Numbers (APN) of property, (5) current use of the property, (6) names of the firm, principal and staff preparing the report and each of their professional qualifications, (7) beginning and completion dates for the report, (8) description of the research procedures used to prepare the report, and (9) current listing of the property on the City of San Jose Historic Resources Inventory.~~

~~D. DPR Forms 523 A & B, prepared according to State Guidelines, including:~~

B. Historical Background

The historical background should contain, but not be limited to, the (1) location map of

the property drawn to scale with north arrow, (2) historical context of the study area, and (3) historical development of the study area including facts concerning ownership, subdivision, construction dates, occupants, and uses of the property. ~~The report should concisely describe the historical background of the resource from the Spanish Period (1777-1822) to the present. Omission of facts during major periods is not acceptable.~~

C. Description of the Historic Resource

~~The description of the historic resource should concisely describe (1) the physical appearance and condition of the buildings, structures, objects, and natural features on the subject site, and (2) the architectural style and defining features of the exterior of the historic resource. Photographs are required for the exterior of the historic resource. Exterior photographs must show each side of the entire building. Interior photographs are required only for public projects. Annotated photographs graphically describing the character-defining features of the resource, provided on continuation sheets are required. Interior photographs must show the defining features of the building such as molding, wood work, and windows.~~

D. Evaluation for Significance

The evaluation for significance must include completed historic evaluations using the attached criteria for the following:

1. City of San Jose Historic Evaluation Criteria (a.k.a. the Tally). The sole purpose of the Tally is to determine whether a structure is a potential historic resource.
2. City of San Jose Qualitative Criteria, per Code Section 13.48.110
3. California Register
4. National Register of Historic Places Criteria (applicable only if the project involves Federal funds)

For each set of criteria, the report should analyze the historic background and description of the resource to determine if it qualifies for listing on the above registers, or designation as a City Landmark.

In addition, the report must evaluate the resource's potential to contribute to a district comprised of similar resources in the area. A district is composed of a significant concentration of sites or buildings conveying a visual sense of the overall historic environment or an arrangement of historically or functionally related properties.

Conclusions should be based on substantial evidence and an objective analysis of the information presented in the report. Substantial evidence can include (but is not limited to) a visual survey of similar buildings to determine a particular resource's significance. Staff reserves the right to request this type of supporting documentation.

G. Impacts of the Proposed Project

~~The impacts of the proposed project should describe how the project would affect the historic resource. It should contain a (1) project description, (2) site plan and floor plans, and (3) an analysis of the effects of proposed project on the historic resource. If the resource is part of a district, the analysis should also discuss impacts to other contributing structures in the district.~~

~~H. Mitigation~~

~~Mitigation should include feasible measures that would either avoid or reduce the effects of the proposed project. Mitigation may include, but should not be limited to, use of (1) the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Structures, (2) the State Historic Building Code, (3) project alternatives, (4) photo documentation using the Historic American Building Survey (HABS) or alternative standards, (5) an educational exhibit for public use, (6) an offer for salvage of building elements, (7) and relocation of the structure.~~

~~(N/A)~~

E. Appendices

The appendices must contain (1) a bibliography and a checklist of the literature cited and persons consulted, and (2) documents related to the history of the subject property such as articles, letters, and diagrams, and annotated photos graphically describing the character-defining features of the subject property., and (3) ~~a completed State Historic Resources Evaluation Form and a completed City of San Jose Evaluation Form for each historic resource evaluated by the report.~~

F. Impacts of the Proposed Project

The impacts of the proposed project should describe how the project would affect the historic resource. It should contain a (1) project description, (2) site plan and floor plans, and (3) an analysis of the effects of proposed project on the historic resource. If the resource is part of a district, the analysis should also discuss impacts to other contributing structures in the district. If the project includes changes to a designated CEQA resource (City Landmark, Cal Register or National Register-eligible resource), then the report needs to an analysis of the project's conformance with the Secretary of the Interior's Standards for the Rehabilitation of Historic Buildings (otherwise known as a Standards Analysis).

Professional Criteria

The following requirements are from the National Park Service (36 CFR Part 61) to evaluate the suitability of cultural resources professionals. They should be used as a guide in selecting a consultant to prepare historic resource evaluations for the City of San Jose.

History

The minimum professional qualifications in history are either (1) a graduate degree in history or a closely related field, or (2) a bachelor's degree in history or closely related

field plus one of the following:

- A. At least two years of full-time experience in research, writing, teaching, interpretation, or other demonstrable professional activity with an academic professional institution, historic organization, agency, or museum.
- B. Substantial research and publication in the field of history.
- C. Registered professional historian with the California Committee for the Promotion of History (CCPH).

Architectural History

The minimum professional qualifications in architectural history are either (1) a graduate degree in architectural history, art history, historic preservation, or closely related field, with a concentration in American architectural history, or (2) a bachelor's degree in architectural history, art history, historic preservation or closely related field plus one of the following:

- A. At least two years of full-time experience in research, writing or teaching in American architectural history or restoration architecture with an academic or professional institution such as a school, historic organization, agency or museum.
- B. Substantial contribution of research and publication in the field of American architectural history.

Architecture

The minimum professional qualifications in architecture are either a professional degree in architecture plus at least two years of full-time experience in architecture, or a State license to practice architecture.

Historic Architecture

The minimum professional qualifications in historic architecture are either a professional degree in architecture or a State license to practice architecture, plus one of the following:

- A. At least one year of graduate study in architectural history, preservation planning or closely related field; or
- B. At least one year of full-time professional experience dealing with historic preservation issues.

Qualitative Criteria of the City of San Jose

The purpose of this chapter is to promote the public peace, health, safety and welfare through the preservation of landmarks and districts and thereby stabilize neighborhoods and areas of the city; enhance, preserve and increase property values; carry out the goals and policies of the city's general plan, increase cultural, economic and aesthetic benefits to the city and its residents; preserve, continue and encourage the development of the city to reflect its historical, architectural, cultural, and aesthetic value or tradition; protect and enhance the city's cultural and aesthetic heritage; and promote and encourage continued private ownership and utilization of such structures.

Prior to recommending approval or modified approval, the historic landmarks

commission shall find that said proposed landmark has special historical, architectural, cultural, aesthetic, or engineering interest or value of an historical nature, and that its designation as a landmark conforms with the goals and policies of the general plan. In making such findings, the commission may consider the following factors, among other relevant factors, with respect to the proposed landmark:

1. Its character, interest or value as part of the local, regional, state or national history, heritage or culture;
2. Its location as a site of a significant historic event;
3. Its identification with a person or persons who significantly contributed to the local, regional, state or national culture and history;
4. Its exemplification of the cultural, economic, social or historic heritage of the city of San José;
5. Its portrayal of the environment of a group of people in an era of history characterized by a distinctive architectural style;
6. Its embodiment of distinguishing characteristics of an architectural type or specimen;
7. Its identification as the work of an architect or master builder whose individual work has influenced the development of the city of San José;
8. Its embodiment of elements of architectural or engineering design, detail, materials or craftsmanship which represents a significant architectural innovation or which is unique.

The Criteria of the California Register

The significance criteria for the California Register are similar to those used by the National Register of Historic Places. However, the California Register documents the unique history of California. The California Register consists of resources that are listed automatically, under the provisions of AB 2881, and those that may be listed by application and acceptance by the California Historical Resources Commission. The California Register automatically includes the following:

- A. California properties listed on, or formally determined eligible for, the National Register of Historic Places; and
- B. California Registered Historical Landmarks from No. 770 onward.

To be eligible for application and listing on the California Register, a historical resource must be significant at the local, state, or national level under one or more of the following four criteria:

- A. 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;

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

C. 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

D. 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, the resource should be at least 50 years old, and retain enough of its historic character or appearance to be recognized as a historic property, and to convey the reason for its significance.

The Criteria of the National Register of Historic Places (applicable only in projects involving Federal funds)

The following criteria are designed to guide the States, Federal agencies, and the Secretary of Interior in evaluating potential entries (other than areas of the National Park System and National Historic Landmarks) for the National Register: 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. Ordinarily cemeteries, birthplaces, or graves of historical figures, property 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 not 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 an historical figure of outstanding importance if there is no other appropriate site or building directly associated with his or her productive life; or

D. a cemetery that 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 structures 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 historical significance; or

G. a property achieving significance within the past 50 years if it is of exceptional importance. For further information on the National Register criteria and how to interpret them, contact the National Register office of the National Park Service at 600 Harrison Street, Suite 600, San Francisco, CA 94107-1372, or visit the National Register of Historic Places on the Internet at <http://www.cr.nps.gov/nr/>

HISTORIC EVALUATION CRITERIA

Note: The Tally has been updated to eliminate bonus points and change the hierarchy of significance to a determination of the structure either being a potential historic resource (33+ points), or a non-significant structure.

A. VISUAL QUALITY/DESIGN

1. EXTERIOR

Quality of form, composition, detailing, and ornament in part on originality, artistic merit, craftsmanship, sensitivity to surroundings and overall visual quality.

E Excellent
VG Very Good
G Good
FP Undistinguished

Applies to natural features as well as to man-made features. A “G” rating is appropriate for features which have any clearly identifiable visual or design value. An “E” rating is appropriate for features which, based on exterior visual quality alone, appear eligible for the National Register of Historic Places.

2. STYLE

Significance as an example of a particular architectural style, type, or convention.

E Especially fine or extremely early example if many survive; excellent example if few survive.
VG Good or early example if many survive; very good example if few survive.
G Good example
FP Of no particular interest.

3. DESIGNER

a. Designed or built by an architect, engineer, builder, artist, or other designer who has made significant contribution to the community, state, or nation.

E Designer of primary importance.
VG Designer of secondary importance.
G Designer of tertiary importance.
FP Designer unknown or of no particular importance.

The significance of the designer must itself be established before this criterion is applied. Normally, an especially active designer will be rated at least “G”.

OR

b. Significance as an example of vernacular architecture.

E Especially fine or early example if many survive (within the City); excellent example if few survive (within the City).
VG Very good or early example if many survive (within the City); good example if few survive (within the City).
G Good example (within the City).
FP Of no particular interest.

4. CONSTRUCTION

Significance as example of a particular structural material, surface material, or method of construction.

E Especially fine or very early example if few survive (within the City).
VG Especially fine or very early example if many survive; good example if few survive (within the City).
G Good example of any material or method not generally in current use.
FP Of no particular interest.

Examples of “especially fine” construction methods or structural materials include those which successfully address challenging structural problems, or which are treated as visible design elements that contribute significantly to the resource’s overall design quality, or which exhibit fine craftsmanship.

Examples of “especially fine” surface materials include stone (granite, marble) and terra cotta. Surface materials should be treated under this criterion only according to their type and according to the level of craftsmanship which they represent.

HISTORIC EVALUATION CRITERIA

5. SUPPORTIVE ELEMENTS

Fences, walls, out-buildings, trees, landscaping, and other secondary elements which are accessory to the feature being evaluated and are supportive of, or enhance the feature's notable qualities; also stores, institutions, and other tenants located within buildings.

- E Many especially fine or unusual supportive elements.
- VG One or several especially fine or unusual supportive elements.
- G Supportive elements, but none are especially fine or unusual.
- FP No supportive elements.

A supportive element considered "especially fine or unusual" is notable enough to warrant separate evaluation. A long-established non-residential tenant or occupant can be rated high if the tenant or occupant has special significance as measured by Criterion 6 (PERSON/ORGANIZATION).

B. HISTORY/ASSOCIATION

6. PERSON/ORGANIZATION

Associated with the life or activities of a person, group, organization, or institution that has made a significant contribution to the community, state, or nation.

- E Person/organization of primary importance intimately connected with the property.
- VG Person/organization of primary importance loosely connected, or person/organization of secondary importance intimately connected.
- G Person/organization of secondary importance loosely connected, or event of tertiary importance intimately connected.
- FP No connection with person/organization of importance.

The significance of the person, group, organization, or institution must itself be established before this criterion is applied. A person/organization of primary importance at the local level will have played a decisive and far reaching role in the development of San Jose as a community. Such significance may be at the local level. "Intimately connected" will often mean that the resource was intimately associated with an important period in the life or activities of the person, group, organization, or institution.

A person/organization of secondary importance at the local level will have played a major or leading (but not decisive) role in the development of San Jose as a community or a decisive role in the development of a particular neighborhood or of a particular ethnic group or segment of the community. The state and national/international levels are treated similarly.

If the feature has been significantly altered since the time of its association with the person/organization and if such alteration is not treated in Criteria Section "D", then the person/organization will be considered to be only "loosely connected" with the feature.

7. EVENT

Associated with an event that has made a significant contribution to the community, state, or nation.

- E Event of primary importance intimately connected with the property.
- VG Event of primary importance loosely connected, or event of secondary importance intimately connected.
- G Event of secondary importance loosely connected, or event of tertiary importance intimately connected.
- FP No connections with event of importance.

See comments for Criterion 6 (PERSON/ORGANIZATION).

HISTORIC EVALUATION CRITERIA

8. PATTERNS

Associated with and effectively illustrative of broad patterns of cultural, social, political economic, or industrial history, or of the development of the City, or of distinct geographic regions, or ethnic groups of particular well-defined era.

- E Patterns of primary importance intimately connected with property.
- VG Patterns of primary importance loosely connected, or patterns of secondary importance intimately connected.
- G Patterns of secondary importance loosely connected, or patterns of tertiary importance intimately connected.
- FP No connection with patterns of importance.

A helpful measure of this criterion is to consider how useful the feature would be for the teaching of cultural history.

A feature is normally “intimately connected” with a pattern if the feature exhibits the essence of the pattern. A feature is normally “loosely connected” with a pattern if the feature only exhibits the influence of the pattern. A pattern will normally be considered “intimately connected” (secondary or tertiary importance) with the feature if only a few associated with the pattern survive.

“Intimate” and “loose” connections for significantly altered features are treated the same way as for Criterion 6 (PERSON/ORGANIZATION).

9. AGE

Of particular age in relationship of the periods of development of buildings in the area.

- E Established prior to 1860.
- VG Built between 1860 and April 1906.
- G Built between May 1906 and 1945
- FP Built since 1945.

C. ENVIRONMENTAL/CONTEXT

10. CONTINUITY

Contributes to the visual, historic or other environmental continuity or character of the street area.

- E Helps establish the character of an area of primary importance or constitutes a district.
- VG Maintains the character of an area of primary importance or helps establish the character of an area of secondary importance or constitutes a feature group.
- G Compatible with the character of an area of primary importance or maintains the character of an area of secondary importance.
- FP Incompatible with an area of primary importance or not located in an area of primary or secondary importance.

“Area of primary or secondary importance” generally means a feature group, streetscape, district, or other area notable enough to warrant a separate evaluation. Areas of primary importance include potential City Landmark Districts or National Register Districts.

If the feature has been removed (i.e., given an “F” or “P” rating under Criterion 15 -STRUCTURAL REMOVALS), and the property has, therefore, become only a “site”, continuity should be evaluated by imagining the feature restored to its site, but in the existing surroundings.

11. SETTING

Setting and/or landscaping contributes to the continuity or character of the street, neighborhood, or area.

- E Of particular importance establishing the character of the area.
- VG Of importance in establishing or maintaining dominant character of the area.
- G Compatible with dominant character of the area.
- FP Incompatible with dominant character of the area, or unimportant.

HISTORIC EVALUATION CRITERIA

12. FAMILIARITY

Prominence or familiarity within the neighborhood, city or region.

- E A structure which may be taken as a symbol for the city or region as a whole.
- VG A conspicuous and familiar feature in the context of the city of region.
- G A conspicuous and familiar structure in the context of the neighborhood.
- FP Not particularly conspicuous or familiar.

A helpful measure of this criterion is to consider whether a typical resident of the neighborhood, city, or region would notice the feature and remember it.

If the feature has been removed, this criterion should be evaluated by considering the feature's role (if any) as a "landmark" prior to its removal.

D. INTEGRITY

13. CONDITION

Extent to which the feature has experienced deterioration.

- E No apparent surface wear or structural problems.
- VG Exhibits only minor surface wear.
- G Exhibits considerable surface wear or significant structural problems.
- FP Exhibits considerable surface wear and significant structural problems.

"Minor surface wear" generally means that no replacement of design elements due to deterioration is required.

"Considerable surface wear" generally means that some design elements have deteriorated to such an extent that they must be replaced.

"Significant structural problems" will generally be associated with sagging floor lines, out-of plumb walls and fire damage.

14. EXTERIOR ALTERATIONS

Degree of alteration done to important exterior materials and design features.

- E No changes or very minor changes.
- VG Minor alterations which do not change the overall character (e.g., ground floor remodeled, secondary cornice removed, large numbers of windows replaced, etc.).
- G Overall character changed, but recognizable (e.g., removal of major cornice/parapet, alteration of upper floors, or gross alteration of any major element).
- FP Altered beyond recognition.

Sometimes alterations which change the character of the feature have sufficient merit by themselves to warrant separate evaluations. An example might be a well-designed art deco remodeled storefront on a Victorian commercial building.

HISTORIC EVALUATION CRITERIA

15. STRUCTURAL REMOVALS

Extent to which wings, stories, roofs, and other important large scale structural components have been removed.

- E No important structural removals.
- VG Important portions of feature removed, but with other portions remaining.
- G Majority of building removed or entire feature removed, but with surviving traces (entry steps, trees, fences, etc.)
- FP Entire feature removed with no surviving traces.

The consideration given to “traces” in distinguishing a “G” from a “FP” rating will often “double count” supportive elements evaluated under Criterion 6 (PERSON/ORGANIZATION). This reflects the increased associative importance of these supportive elements when the main feature has been removed.

16. SITE

Relation of feature to its original site and neighborhood.

- E Has not been moved.
- VG Has been moved within the boundaries of its original site.
- G Has been relocated to a new site in the same neighborhood as the original site.
- FP Has been relocated to a new site in a different neighborhood.

“Original site” means the site occupied by the feature at the time the feature achieved significance, which in some cases may have been after the feature was constructed or established.

This criterion is less important if the feature is significant primarily for its visual quality or design (Criteria Section “A”) or is the surviving structure most importantly associated with a significant person, organization or event.

E. REVERSIBILITY

17. EXTERIOR

Extent to which integrity losses (see Criteria 13-16) can be reversed, and ease or difficulty of making such corrections.

- E Highly reversible. Almost all of original appears to exist, though covered.
- VG Reversible. Some original missing or badly damaged, but 2/3 or more appears to exist.
- G Not easily reversible. Only 1/3 to 2/3 of original appears to exist.
- FP Very difficult to reverse. Less than 1/3 of original appears to exist, or impossible to judge reversibility.

Materials easier to replicate - like shingles or rustic siding - rate higher than material difficult or expensive to replicate, such as terra cotta.

Process easy to undo - like shingles over rustic siding - rate higher than permanent processes like sandblasting.

Hierarchy of Significance

33+

Potential Historic Resource
(evaluate for possible status as a City
Landmark/Cal Register resource)

0-32

Non-significant structure

HISTORIC EVALUATION SHEET

Historic Resource Name: _____

Note: Complete all blanks. Use spaces to justify ratings. For example, a rating of "E" on No. 9, Age, would be justified by "Built in 1850".

A. VISUAL QUALITY/DESIGN

- | | | | | |
|------------------------------|---|----|---|----|
| 1. EXTERIOR _____ | E | VG | G | FP |
| 2. STYLE _____ | E | VG | G | FP |
| 3. DESIGNER _____ | E | VG | G | FP |
| 4. CONSTRUCTION _____ | E | VG | G | FP |
| 5. SUPPORTIVE ELEMENTS _____ | E | VG | G | FP |

B. HISTORY/ASSOCIATION

- | | | | | |
|------------------------------|---|----|---|----|
| 6. PERSON/ORGANIZATION _____ | E | VG | G | FP |
| 7. EVENT _____ | E | VG | G | FP |
| 8. PATTERNS _____ | E | VG | G | FP |
| 9. AGE _____ | E | VG | G | FP |

C. ENVIRONMENTAL/CONTEXT

- | | | | | |
|-----------------------|---|----|---|----|
| 10. CONTINUITY _____ | E | VG | G | FP |
| 11. SETTING _____ | E | VG | G | FP |
| 12. FAMILIARITY _____ | E | VG | G | FP |

D. INTEGRITY

- | | | | | |
|--------------------------------|---|----|---|----|
| 13. CONDITION _____ | E | VG | G | FP |
| 14. EXTERIOR ALTERATIONS _____ | E | VG | G | FP |
| 15. STRUCTURAL REMOVALS _____ | E | VG | G | FP |
| 16. SITE _____ | E | VG | G | FP |

E. REVERSIBILITY

- | | | | | |
|--------------------|---|----|---|----|
| 17. EXTERIOR _____ | E | VG | G | FP |
|--------------------|---|----|---|----|

REVIEWED BY: _____

DATE: _____

EVALUATION TALLY SHEET (Part I)

		<u>VALUE</u>				
A. <u>VISUAL QUALITY/DESIGN</u>	<u>E</u>	<u>VG</u>	<u>G</u>	<u>FP</u>		
1. EXTERIOR	16	12	6	0	_____	
2. STYLE	10	8	4	0	_____	
3. DESIGNER	6	4	2	0	_____	
4. CONSTRUCTION	10	8	4	0	_____	
5. SUPPORTIVE ELEMENTS	8	6	3	0	_____	
				<u>SUBTOTAL:</u>	_____	
B. <u>HISTORY/ASSOCIATION</u>	<u>E</u>	<u>VG</u>	<u>G</u>	<u>FP</u>		
6. PERSON/ORGANIZATION	20	15	7	0	_____	
7. EVENT	20	15	7	0	_____	
8. PATTERNS	12	9	5	0	_____	
9. AGE	8	6	3	0	_____	
				<u>SUBTOTAL:</u>	_____	
C. <u>ENVIRONMENTAL/CONTEXT</u>	<u>E</u>	<u>VG</u>	<u>G</u>	<u>FP</u>		
10. CONTINUITY	8	6	3	0	_____	
11. SETTING	6	4	2	0	_____	
12. FAMILIARITY	10	8	4	0	_____	
				<u>SUBTOTAL:</u>	_____	
				<u>"A" & "C" SUBTOTAL:</u>	_____	
				<u>"B" SUBTOTAL:</u>	_____	
				<u>TOTAL:</u>	_____	
				(Sum of A,B & C)		

EVALUATION TALLY SHEET (Part II)

D. <u>INTEGRITY</u>	<u>E</u>	<u>VALUE</u>		<u>FP</u>	
		<u>VG</u>	<u>G</u>		
13. CONDITION	--	.03	.05	.10	. _____ X * _____ = _____ *from A, B, C Subtotals
14. EXTERIORALTERATIONS	--	.05	.10	.20	. _____ X * _____ = _____ *from A and C Subtotals
	--	.03	.05	.10	. _____ X * _____ = _____ *from B Subtotal
15. STRUCTURALREMOVALS	--	.20	.30	.40	. _____ X * _____ = _____ *from A and C Subtotals
	--	.10	.20	.40	. _____ X * _____ = _____ *from B Subtotal
16. SITE	--	.10	.20	.40	. _____ X * _____ = _____ *from B Subtotal

INTEGRITY DEDUCTIONS SUBTOTAL: _____

ADJUSTED SUBTOTAL: _____ - _____ = _____
(Preliminary Total minus Integrity Deductions)

E. <u>REVERSIBILITY</u>	<u>E</u>	<u>VALUE</u>		<u>FP</u>	
		<u>VG</u>	<u>G</u>		
17. EXTERIOR	3	3	2	2	_____
					<u>TOTAL:</u> _____