

The Camera & Clipboard

Historical & Architectural Survey Newsletter



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REVISIONS TO SURVEY MANUAL AVAILABLE ON OAHP WEBSITE

The Colorado Cultural Resource Survey Manual was substantially rewritten prior to the release of the Revised 2005 version. In preparation for a reprinting of this document, a few minor changes have been made. These changes represent items staff and consultants noted as inconsistent or confusing passages in need of clarification.

Since these changes were made in 2006, the cover date on the printed version of the survey manual will now read Revised 2006. If you purchased a hardcopy of the Revised 2005 version (salmon cover), you do **not** need to buy a new survey manual. Instead you are encouraged to note the changes. A page detailing all of the changes and suitable for insertion into your copy of the survey manual is available at www.coloradohistory-oahp.org/crforms/crforms1.htm.

Some of the changes apply exclusively to archaeological surveys; however, consultants preparing products for historical & architectural survey projects should be aware of the following changes:

File search – A review of records in the online Compass database is now considered an official file search.

Submission of survey forms – Survey forms should be corner stapled (not bound in notebooks) and submitted in site number order.

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CALL FOR INTEREST: POSSIBLE PROFESSIONAL ORGANIZATION FOR SURVEY COMMUNITY

by Laurie Simmons, Best Practice Committee member

In March 2005 a Best Practices Committee composed of seven volunteers representing municipalities, state agencies, and private consultants began meeting at the Colorado Historical Society to discuss topics relating to historical and architectural surveys in Colorado. An ongoing issue of interest to the committee is the enhancement of opportunities for those conducting and utilizing surveys to interact with each other, mentor new surveyors, set professional standards, and receive additional training in survey techniques and requirements. One idea being considered by the committee is the creation of a statewide professional organization for people involved with historical and architectural surveys in order to stimulate the exchange of information, encourage networking, conduct educational programs, apply for grants, and provide a framework for addressing issues of importance to the community.

If you would be like to help establish, participate in, or learn more about a professional organization for people involved with historical and architectural surveys, please send an email with your contact details to Mary Therese Anstey. Please feel free to include any suggestions for the organizational structure and activities of such a group.

The activity that is the subject of this material has been financed in part with Federal funds from the National Historic Preservation Act, administered by the National Park Service, U.S. Department of the Interior. However, the contents and opinions do not necessarily reflect the views or policies of the U.S. Department of the Interior, nor does the mention of trade names or commercial products constitute an endorsement or recommendations by the Department of the Interior or the Society. Regulations of the U.S. Department of the Interior strictly prohibit unlawful discrimination in departmental Federally-assisted programs on the basis of race, color, national origin, age or handicap. Any person who believes he or she has been discriminated against in any program, activity, or facility operated by a recipient of Federal assistance should write to: Director, Equal Opportunity Program, U.S. Department of the Interior, National Park Service, 1849 C Street, Washington, D.C. 20240.

These activities are also partially funded by the State Historical Fund, a program of the Colorado Historical Society.

SURVEY AND HIGHER ORDER THINKING SKILLS

Have you ever heard the comment, “It’s just filling in a form-- how difficult could it be?” in reference to historical & architectural survey?

Anyone who has completed an historical & architectural survey project knows there is much more to completing the site forms than just filling in the blanks. Documenting a site requires consultants to supply not only the required information but also USGS maps, sketch maps, and multiple photos. After the forms are completed consultants also must prepare the survey report. One of the reasons historical & architectural survey is so challenging is because it requires consultants to employ both basic and higher order thinking skills. Many everyday tasks-- memorizing a short grocery list or reading the local newspaper-- require only the most basic thinking skills. The basic and higher order thinking skills rely upon one another and are listed in the chart below in order from most elementary to most complex. The chart also describes each skill and relates how some of these skills might apply to historical & architectural survey projects.

Skills		Description	Survey link
BASIC	Knowledge	Recognize, list, re-cite, or recall information	Following directions from the survey manual; identifying architectural features; using Lexicon terms; copying locational information from Topozone
	Comprehension	Understand the meaning of information well enough to explain or paraphrase	Quoting or paraphrasing from research notes to create the Historical background information on the forms or the historic context within the survey report
	Application	Use information to calculate, solve, or determine	Calculating locational information using a template; developing estimated dates of construction when exact dates are not available from the Assessor or other sources
HIGHER ORDER	Analysis	Identify components and relationships, classify, categorize, derive, or model	Creating maps to show potential historic districts; exploring the relationship between visual appearance or changes to a building and when they occurred (based upon knowledge of architecture, building treatments, time periods) to prepare the Construction history on the forms
	Synthesis	Use components to form new ideas, create, invent, predict, or propose	Developing well-justified Statements of Significance and Assessments of Integrity on the forms; making recommendations in the survey report based upon experience of completing the project
	Evaluation	Judge worth or value based upon criteria, select, critique, predict, or propose	Making field determinations of individual eligibility (based upon eligibility criteria, significance, integrity); identifying potential historic districts and the contributing/ noncontributing status of resources

Using all of these thinking skills to complete an historical & architectural survey project takes both time and effort. The need to employ all of these skills is one reason there is such a steep learning curve for first-time survey consultants. In addition, the difference between adequate and exceptional survey products can be traced to the level of thinking skills employed-- if only basic skills are used then only basic information will be gathered; using higher order skills will produce more nuanced, thoughtful final products. Fortunately, the thinking skills are like many other abilities, they can be improved with practice. So, get out there and use your higher order thinking skills and prove to everyone that completing an historical & architectural survey project involves *much* more than just filling out a form.



CLARIFICATION TO DIRECTIONS FOR #1403- ARCHITECTURAL INVENTORY FORM

In the course of reviewing survey forms there are some consistent and site-specific issues which seem to arise in nearly every project. In an attempt to provide greater guidance to consultants, staff have attempted to clarify the directions for completing Form #1403. In some cases changes were made to reflect the revisions to Volume I of the survey manual. The details about the sketch maps and photographic standards on the directions now match the advice provided elsewhere, making the advice given more consistent.

The text below details some of the differences between the old and revised directions. Since this is not an exhaustive list, all members of the historical & architectural survey community are urged to look at the Revised June 2006 version of "Form #1403: Architectural Inventory Form Instructions." This document is available for review at <http://www.coloradohistory-oahp.org/crforms/crforms1.htm>. All historical & architectural survey projects are encouraged to comply with these new instructions immediately. Projects beginning after July 2006 will be **required** to incorporate the changes into their survey products. If you have any questions about these directions or how they apply to your particular project, feel free to contact Mary Therese Anstey either via email or phone.

Selected Differences Between Old and Revised Directions:

A number of the changes to the instructions address consistent issues which apply to multiple form fields. For example, the revised directions encourage surveyors not to leave fields blank. Alternatives for leaving fields blank include entering Unknown or N/A. In addition, the individual directions (See Fields 5, 6, 26, 39 and 40) offer field-specific suggestions on how to avoid blanks. To encourage more complete responses, the revised directions for Field 29- Construction history and Field 35- Historical background list possible sources for finding relevant information. Finally, the new directions also stress the need for consistency among particular form fields. This change was made to rectify potentially confusing situations such as when Field 18 states the building has a gable roof but the Architectural description refers to the hipped roof on the home. In terms of consistency, special attention should be paid to Fields 16, 17, 18, 19, 21, 29, 43 and 44.

The directions for Field 10- UTM reference now ask consultants to state whether the UTM's are given in NAD27 or NAD83, noting that OAHp prefers the use of NAD27. These directions also request surveyors not provide a separate UTM for each building or structure within multi-resource sites.

The revised directions offer more advice about how to record Associated buildings or objects (Field 24). With consultants using the current instructions, we receive a wide range of responses-- some surveyors barely mention outbuildings while others provide detailed architectural descriptions, construction dates, and complete photo documentation. The new instructions seek to standardize the information collected from this portion of the form. The directions list commonly encountered outbuildings (detached garages, carriage houses, sheds, and privies) and objects (statues, fountains, and monuments) which should be recorded. The new directions acknowledge there may be circumstances where access to these buildings and objects is restricted and encourages consultants to note this fact on the form. The directions suggest the type of information which should be gathered for all accessory buildings and objects, but also acknowledge the relative size and quality of the resource may factor into the level of documentation provided. The new instructions also recommend the use of a numbering system to identify the surveyed outbuildings or objects in the description and on both the sketch map and photograph labels. This numbering system can prove particularly useful for recording all of the resources on more complicated sites such as agricultural complexes, large recreational parks, or county government facilities.

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ARCHITECT BIOGRAPHY

by Holly Wilson

HARRY JAMES MANNING (1877-1933)

Like many architects of the early twentieth century, Henry James Manning designed in a wide variety of historical revival styles, including Spanish Colonial Revival, Tudor Revival, Collegiate Gothic and Neo-classical Revival. He traveled extensively in later years and this first-hand exposure to various architectural types is reflected in his commissions. His prolific body of work, distinguished by his knowledgeable use of details and materials, has been described as “graceful, well-portioned, and above all, in good taste” (Noel & Norgren, 210).

Born in Peoria, Illinois, in 1877, Manning received his architectural training on the job, as was the custom of the day. He worked as a draftsman in the Peoria-based architectural firm of Reeves and Bailey. He moved to Denver in 1904 and formed a partnership with F.C. Wagner. The firm of Manning and Wagner became interested in sanitarium design, no doubt prompted by Colorado’s reputation as a haven from tuberculosis. In 1908, the firm received the Roosevelt Medal of the International Congress of Tuberculosis for an innovative sanitarium design featuring a pavilion with open air rooms connected by moveable partitions to heated inner rooms; this design was constructed in Washington, D.C. That same year the firm designed the Spanish Colonial style St. Thomas Episcopal Church in Denver. The firm dissolved, with Wagner’s death, in 1912.

Manning continued to design sanitariums in the 1920s, including several buildings for the Jewish Consumptive Relief Society in Lakewood and the Bethesda Sanitarium in Denver. He also began to specialize in the design of educational buildings. His school buildings represent some of Denver’s finest examples of the Collegiate Gothic style. These include several buildings on the Regis College campus, Byers Junior High School, Fairmount Elementary School, Mary Reed Library and Margery Reed Hall on the University of Denver campus, and the Margery Reed Mayo Day Nursery. The latter commissions reflected Manning’s position in Denver society and his personal relationship with the prominent, exceedingly wealthy Mrs. Verner Z. Reed. Manning designed many opulent homes for Denver’s elite, including a residence for Mrs. Reed. The Reed Mansion was considered the city’s finest example of Tudor Revival and the spacious abode for flour magnate Oscar Malo was one of the city’s best Spanish Colonial Revival specimens (Noel & Norgren; 51, 59). Unfortunately, several of Manning’s domestic commissions, such as the mansions of David H. Moffat and Charles Boettcher, have been demolished.

Manning was also a member of the Allied Architects Association, the firm responsible for the design of the 1932 Denver City and County Building. He died the following year at the age of 56.

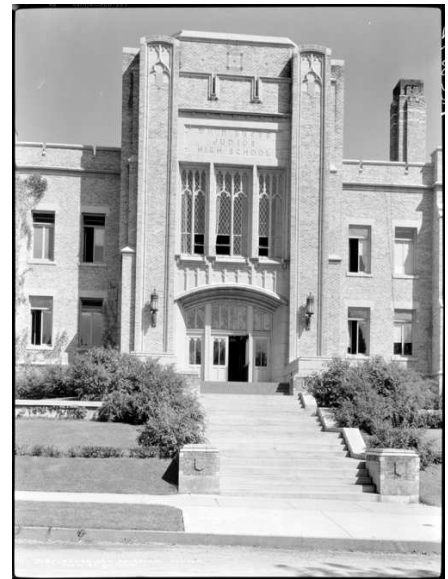
Sources:

Christensen, Kris and Downey, Linda. “Grant Avenue Methodist Episcopal Church.” State Register Nomination, 2001. Office of Archaeology and Historic Preservation, Colorado Historical Society, Denver.

Noel, Thomas J. and Norgren, Barbara S. *Denver: The City Beautiful and its Architects, 1893-1941*. Denver: Historic Denver, Inc., 1987.

Wray, Diane. “Capitol Life Insurance Building,” National Register Nomination, 1996. Office of Archaeology and Historic Preservation, Colorado Historical Society, Denver.

NOTE: Additional Architect Biographies, including a new entry for Henry Harwood Hewitt, are available at <http://www.coloradohistory-oahp.org/guides/architects/architectindex.htm>



Byers Junior High School (150 S. Pearl Street) is one of many Collegiate Gothic style academic buildings Harry James Manning designed in Denver. Photograph from Denver Public Library (MCC-3592)



FORM DIRECTIONS CLARIFIED

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New guidance related to Field 25- Date of construction indicates, in some cases, it is appropriate to include multiple dates of construction. When a property has been extensively remodeled or completely restored, both the original construction date and the date of the change should be given and clearly identified. For example: 1886 (original) and 2005 (restoration) represents an appropriate entry. Keep in mind, all of the details about how the building evolved from its earliest date to its current appearance still should be addressed in Field 29- Construction history.

The updated instructions advise surveyors, whenever possible, to include information about the individuals and events associated with the property up to the present day in Field 35- Historical background. It is usually easier to gather this more recent information now rather than waiting until the records are possibly less accessible. Recording a complete property history not only keeps forms current for longer (less need for resurvey) but also allows for the collection of information now which may gain greater significance over time.

The revised directions conclude with a new section devoted to Additional Optional Materials. This passage details how photocopies of historic images from postcards, walking tour guides, and local history archives can enhance completed survey forms. If attached, surveyors should refer to these images on the survey form so optional materials are not overlooked. The best place to do so is usually in Fields 29 and 43 since the pictures can be used to illustrate building changes noted in the Construction history and to support Assessments of Integrity. It is important always to indicate the source and date, actual or estimate, for any historic images. The updated instructions also mention optional materials which are not appropriate, given the limited storage space for OAHF site forms, to attach to a survey form. These include photocopies of deeds, property transfers, personal documents (birth, death, marriage certificates), or handwritten field notes.

REVISIONS TO SURVEY MANUAL

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Processing Photographs – Labeling photographs on the back with a blunt, very soft lead (#6 or higher) or grease pencil is the only truly archival technique. The back of each photograph should be labeled with the site number, street address and city/town/vicinity, date the photograph was taken and, if applicable, both the film roll and exposure number and the CLG or SHF project number. Photographs should be placed one to a pocket (not back to back).

All historical & architectural survey projects are encouraged to comply with these new additions to the survey manual; projects beginning after July 2006 will be **required** to incorporate the changes into their survey products. Staff plan to make changes as needed whenever hardcopy versions of the survey manual are reprinted. So, watch this space and the OAHF website to be aware of the most current historical & architectural survey requirements.

HANDY WEBSITE

<http://www.colorado.gov/dpa/doit/archives/history/histchron.htm> - This website contains a Colorado History Chronology compiled by the Colorado State Archives. The listing of key Colorado events ranges from 13,000 BC to 2005. Most of the information is excerpted from archival records of the State Planning Commission's *Colorado Year Book, 1959-1961*.

The chronology represents a potentially useful resource for preparing historic contexts in survey reports. The list allows you to double check dates of key events. It is also useful for fleshing out thematic discussions. For example, the chronology lists many events associated with European exploration, mining, railroads, agriculture, and numerous other Colorado history topics. Even if the chronology does not mention your survey community specifically, referring to the information listed there can help you place the history of your survey area within the context of Colorado history.





**ASK THE
STAFF
by Les S.
Moore**

Dear Les,
I am a consultant who works on both historical & architectural survey projects and National Register nominations. Can I get my photographs for both types of projects developed at the same lab?
**Sincerely,
Photographically Flum-
moxed in Florence**

Dear Flummoxed,
The short answer to your question is maybe, but not necessarily. It depends upon the processing options your photography shop offers. The photography requirements for historical & architectural surveys and National Register nominations are **not** exactly the same. So, it will be important for you to ask for the appropriate type of processing for each type of project. Although keeping the different requirements straight can be challenging, remember the Keeper of the National Register in Washington will not accept **any** type of color photographs. This means no color papers or films, even if they are processed as and appear to be black and white images.

The current requirements for historical & architectural survey (go to www.coloradohistory-oahp.org/crforms/crforms1.htm and then click on "Historical & Architectural Photography") list the four options for developing survey photographs. The fourth option-- printing black and white traditional or digital images on Fujicolor Crystal Archive (or equivalent) paper-- represents the biggest change in survey photo processing. As the name implies, this is actually color paper. Staff decided to allow the use of this type of paper for surveys for two reasons. First, fewer photo labs are offering prints on true black and white paper and, where it is available, it has become quite expensive. Second, this paper has an acceptable longevity standard (estimates range from 40 to 75 years). However, keep in mind not all color papers can make this same claim. If you are interested in knowing more, Wilhelm Imaging Research (www.wilhelm-research.com) publishes the most detailed (very technical) and industry-accepted studies on film, paper, and ink longevity.

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