

# WISCONSIN DEPARTMENT OF TRANSPORTATION



## ARCHITECTURE/HISTORY SURVEY MANUAL

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### INTRODUCTION

This Wisconsin Department of Transportation (WisDOT) Survey Manual is intended to guide Section 106 of the National Historic Preservation Act of 1966, as amended (Section 106), compliance surveys for architecture/history. It is a companion to the Wisconsin Historical Society's (WHS's) [Reconnaissance and Intensive Survey Manuals](#), which provide more detail on the survey process and how to update and create Architecture History Inventory (AHI) records in the Wisconsin Historic Preservation Database (WHPD).

A compliance survey is a reconnaissance-level survey of the project area. Although WisDOT reconnaissance surveys follow most of the same guidelines as WHS surveys, the consultant should give special consideration to the multiple uses of a compliance survey as a planning tool. Refer to Chapter 26 of the [Facilities Development Manual](#) (FDM) for the steps WisDOT projects follow in complying with Section 106. The architecture and history consultant is encouraged to become familiar with the WisDOT Facilities Development process in order to assist the project manager in moving the project expeditiously through the steps in the Section 106 process. A glossary of terms is included in Attachment A.

For WisDOT compliance projects, the Bureau of Technical Services, Cultural Resources (BTS CR) is always the first point of contact for any questions regarding the need for a survey or Determination of Eligibility (DOE), National Register of Historic Places (National Register) eligibility, and potential effects. The State Historic Preservation Office (SHPO) requests that consultants work through BTS CR on all WisDOT compliance projects.

### QUALIFICATIONS

WisDOT requires that all work be conducted by qualified professionals. Qualifications are outlined in [FDM Procedure 26-30-5](#). WisDOT architecture and history survey reports submitted by unqualified principal investigators will not be accepted.



## SECTION 106 PROCESS

This manual is intended to guide qualified consultants through WisDOT's Section 106 process and assumes the architecture/history consultant meets WisDOT's qualifications and has a basic understanding of the Section 106 process. If you have additional questions about the Section 106 process, please see the [Advisory Council on Historic Preservation's website](#), the Federal Highway Administration's [Section 106 Tutorial](#), and/or email WisDOT BTS CR staff regarding training opportunities.

WisDOT has standardized forms that are required for the Section 106 process. These forms are available on the [WisDOT Form website](#) and the [WisDOT Cultural Resources website](#).

- The Section 106 Form, DT1635, is required for all submittals and is signed by the WisDOT project manager.
- The Architecture/History Survey Cover Sheet, DT 1446, is required for all surveys.
- The Architecture History Survey Form is used to document survey results. See below for more detail on how to complete this form.
- The Determination of Eligibility form is used to document the evaluation process. See below for more detail on how to complete this form.

## AREA OF POTENTIAL EFFECT

The Area of Potential Effect (APE) is a tool, not a rule. The APE is the area in or surrounding a project corridor where historic properties may be affected. The APE is different for every project. The scope of work for the project determines the APE and includes activities beyond basic roadwork. The architecture and history consultant should work with the project manager so both parties have a clear understanding of the extent of the work proposed.

Road widening is a straightforward example of work that can affect historic properties. However, changes in traffic patterns, increases in traffic volume, visual intrusions, reduction of a terrace, installation of sidewalk or curbing, or tree removal are smaller components of a road construction project that may also impact historic properties.

The size of the APE can be smaller, larger, or the same size as the project area and may vary within the project corridor. Generally, if a property may be affected in any way by a project, it should be included in the APE.

It is advisable to get as much information as possible about the project before beginning fieldwork in order to determine the APE. If project specifics are still being determined, discuss the various alternatives with the project manager. Define a reasonable APE that takes into account the largest

possible scope of work in order to avoid additional survey work later. The APE can be refined in the field, when considerations such as deep setbacks, terrace widths, viewsheds, topography, and the overall setting are taken into account. **WisDOT BTS CR always advises establishing a large APE if project activities are still being determined or may change, as it is easier to reduce, rather than expand, the APE later in the project.**

For more information on this topic see [Section 26-5-1](#) of the FDM.



Example of a project APE.

## NOTIFICATION PROCEDURES

Section 106 regulations and the National Environmental Policy Act (NEPA) require broad public involvement. The architecture/history consultant should work with the project manager to ensure both sets of requirements are met without unnecessary duplication. Care should be taken to document that an appropriate opportunity for comments or concerns was offered during the planning process. Architecture/history consultants may be asked to assist in notifying interested parties, which may include, but are not limited to, the following:

- Property owners
- [Local historical societies](#)
- [Local preservation commissions](#)
- Any other individuals or preservation organizations that may have an interest in historic properties

Contact information is available from different sources. For most projects the project manager will initiate the required property owner and tribal notification. It is common for the architecture/history consultant to contact the local historical society and preservation commission. Email is preferable, although letters or phone calls with supporting documentation are also acceptable.

BTS CR should be the primary point of contact for WisDOT compliance projects; please do not coordinate directly with SHPO.

## ARCHITECTURE/HISTORY SURVEYS

### PRE-FIELD ACTIVITIES

Prior to conducting a reconnaissance survey, it is important to conduct background research. Please complete the following prior to fieldwork:

#### Review Cultural Resource Management in Wisconsin

[Cultural Resource Management \(CRM\) in Wisconsin](#) provides contextual information related to important themes in Wisconsin's history. It should be used to develop appropriate historic contexts and evaluate the significance of properties. WisDOT expects that appropriate CRM chapters are cited in survey reports and DOEs.

#### Review the Wisconsin Historic Preservation Database

It is important to review WHPD to identify previously surveyed properties in the survey area, including National Register-listed and previously determined eligible properties. WHPD is available online or at the Wisconsin Historical Society. For information regarding how to access WHPD, see <https://www.wisconsinhistory.org/Records/Article/CS4091>.

Have photographs from WHPD available to take in the field, as this will help to determine if changes have occurred since the previous survey.

Some WHPD records indicate that a property has a site file. Coordinate with WHS to access available site files for any listed, eligible, or previously surveyed properties in the APE. These files may have important information regarding the property history or previous evaluations.

### Review available community surveys

Community surveys, typically undertaken by a Certified Local Government (CLG) and funded by a WHS grant, provide contextual information, eligibility recommendations, and other information that may be helpful in completing a compliance survey. Review previously completed [community surveys](#) to determine if any coincide with the project APE.

**National Register-listed properties are NOT resurveyed and update photos are not taken. However, determined eligible and potentially eligible properties are resurveyed and update photos are taken. It is important to note all listed and eligible properties on the Architecture/History Survey Cover Sheet (DT 1446) and account for them in the appropriate effect documentation.**

### WHAT TO SURVEY

Consider the following when conducting fieldwork:

- **Develop a survey approach** by getting a sense of the project area, the types of properties located in the APE, and surrounding properties for comparison.
- **Consider the proposed project actions** and the impacts to the setting of historic resources.
- **Selectively survey** properties that are at least 40 years of age, retain a degree of integrity, and provide context for the overall survey area. Resurvey determined and potentially eligible properties. Selective survey means qualified consultants are able to use professional judgment when considering what to survey. See the What to Survey text box for more information.
- **Consider the potential for historic districts** that may expand beyond the APE. See below for more information on districts.
- **Identify what landscape features may contribute** to the significance of potentially eligible properties (if any).
- **For surveyed public buildings**, including but not limited to banks, city halls, meeting halls, schools, churches, fire stations, and theaters, obtain information about the interior features and spaces to determine whether they are intact. *Contact the owner or access the interior in order to convey the integrity of the interior as much as possible.* Provide documentation for what information was and was not available. Any photographs of the interior should highlight the character-defining features and architectural details associated with the specific property type.
- **Don't forget about history!** Consider the potential for Criterion A: History and Criterion B: Significant Person while reviewing properties in the field.



*Example of a one-room schoolhouse in La Crosse County in which interior access was completed for the Section 106 compliance survey.*

- **Post-World War II residences** are a ubiquitous property type; it is important to selectively survey only those examples that display character-defining features and retain integrity. Refer to the survey methodology presented in the National Cooperative Highway Research Program's (NCHRP's) [\*A Model for Identifying and Evaluating the Significance of Post-World War II Housing.\*](#)



*Example of a Ranch house in Milwaukee that meets the NCHRP methodology; it has wrought iron integrated into the entry, a combination of siding materials, a prominent wide chimney, and corner windows.*

### *What to Survey*

Survey cutoff date should be about 40 years from the survey date so results are not obsolete if the project is delayed. Exceptionally rare or significant properties that post-date this timeframe may still be included in the survey. Because resources in the AHI receive protection under State Statute 44.40, it is important to carefully consider what is included in the survey.

Follow the *three-strike rule* and do not survey historic-age properties that have experienced three or more substantial alterations (such as modern siding, altered fenestration, porch removal, and modern additions clearly visible from the front elevation). Exceptions may be made if a property stands out within the community or may have associations with historic trends. For example, a Queen Anne house with replacement siding and windows and a garage addition should be considered for survey if it is one of the more substantial historic-age residences in a small community.

Wisconsin historic markers, railroad corridors, and cemeteries are not surveyed. However, chapels, mausoleums, and other buildings within cemeteries should be considered for survey.

Due to their age and/or increased rarity, some property types should be given special consideration, although they should not be surveyed if they are no longer recognizable. These include pre-1880 resources, one-room schoolhouses, town halls, and fraternal or meeting halls.



*The Sunnybrook School in the Town of Barre (La Crosse County, AHI No. 152861) is a one-room schoolhouse constructed in 1864. Although it appears to have diminished integrity, the vestibule and basement were added as part of a modernization effort.*



*The Mazomanie Town Hall (Dane County, AHI No. 5487) was constructed in 1878. While many town halls may be lacking in architectural style and notable design features, they should be surveyed due to their likely ties to significant themes under Criterion A: History.*





*The Edward H. Silsbee House in Columbus (Columbia County, AHI No. 3477) is a Federal-style residence constructed in 1855. Despite its replacement windows and multiple additions, the rarity of Federal-style architecture in Wisconsin means this property meets survey criteria.*



*The c.1912 ZCBC Hall in Ashland (Ashland County, AHI No. 428) is the only remaining ethnic-related meeting hall in the community. Although the exterior has been altered, the interior remains intact and clearly conveys its historic use.*

### ***Special Considerations for Farmsteads***

- Refer to the WisDOT Farmstead Survey Methodology (Attachment B) during fieldwork to determine if a farmstead should be included as a surveyed property.
- All buildings require an AHI number and an individual photograph.
- Prepare an individual sketch or overview map for each surveyed farmstead *IF* the complex contains more than a small collection of outbuildings that cannot be captured in an overview photograph.
- Primary outbuildings *MUST* be included in the architectural description, including the function, construction date, and materials, if known. The statement “there are outbuildings” is not acceptable.



*The Houfe Century Farm in Rock County includes a number of historic-age outbuildings and meets the criteria established in the Farmstead Survey Methodology.*



*The Bert & Mary Cunningham Round Barn individually meets the Farmstead Survey Methodology.*

### Identifying Potential Historic Districts

During reconnaissance-level fieldwork, consultants must determine if a National Register-listed, eligible, or potentially eligible historic district is located within the APE. The district may also extend beyond the APE. It is important to coordinate with BTS CR early in the identification process and prior to commencement of a DOE. ***Do not contact SHPO regarding the potential district; all communication should go through BTS CR.***

Please see Attachment C – Historic District Survey Methodology for further information on identifying and documenting potential historic districts, and the minimum level of information BTS CR requires to complete preliminary review.

Districts that have been previously identified and recommended eligible as part of a compliance project or WHS survey must be reviewed with BTS CR. Eligibility recommendations are made in consultation with BTS CR and/or SHPO and are not subject to change without agency review. Districts already listed in the National Register do not need to be surveyed or evaluated, but must be documented in the Architecture/History Survey Report (AHSR) and considered when assessing project effects.

### ***What Do I Say If A Property Owner Asks Me Questions About A WisDOT Project?***

**Before conducting fieldwork, talk to the project manager to identify whether property owners have been notified of the proposed project. This can help identify property owners who have concerns about the project or historic resources. Refer the property owner to the project manager for specific information about the scope of work and explain that he or she will be better able to address questions about project details. Please do not share opinions on National Register eligibility with the property owner and wait until BTS CR and SHPO have had an opportunity to review the DOE before providing a copy.**

## SURVEY DOCUMENTATION STANDARDS

The complete AHSR for WisDOT compliance reconnaissance surveys consists of the Architecture/History Survey Cover Sheet (Form DT 1446) and the Architecture/History Survey Form. In some instances, a letter report may be prepared in place of the AHSR (see below for more details regarding this documentation).

### ARCHITECTURE/HISTORY COVER SHEET

Complete the AHSR Cover Sheet for **ALL** WisDOT compliance survey findings, including letter reports. Form DT 1446 is available on the [WisDOT Cultural Resources website](#).

#### Section 1 – Project Information

Complete all fields within the table. Contact the WisDOT project manager if you need additional information.

#### Section 2 – Recommendations

This section allows the consultant to inform the project manager and client about properties that need to be taken into account as part of the Section 106 process. Check the appropriate box/boxes and list ALL National Register-listed, previously determined eligible, and potentially eligible properties and districts under the heading that corresponds to the recommendation.

In some cases, potentially eligible properties may be identified within the APE, but due to the extremely limited nature of adjacent project activities, a DOE is not needed for the historic property. In these cases, proposed activities **do not include** right-of-way acquisition, horizontal movement of adjacent road-related features (e.g., curb and gutter, shoulder, edge of pavement, driveways, etc.) or setting-related features (e.g., terraces, sidewalks, trees, etc.), or the introduction of new features into the setting of the property. Justification for not completing a DOE must be provided and tied to the resource and adjacent project activities. Please note that if project activities change, the need for a DOE must be reevaluated.

#### Section 3 – Attachment Check List

Check all boxes as appropriate.

### LETTER REPORTS

When no historic properties, or only one or two properties, are identified and completion of the AHSR would provide more blank spaces than information, a letter report may be appropriate. The letter must outline the area that was surveyed, the survey methodology that was applied, the types of properties in the area (i.e., modern or significantly altered historic buildings), any general background research that was conducted, and why the letter format is appropriate. Photographs, project plans, and other exhibits may be appropriate.

**With prior approval from the BTS CR historian**, letter reports may also be used in cases where a survey area is small or recently surveyed (within the last five years). Letter reports are not appropriate when surveyed properties are identified or a historic context is needed to evaluate the significance of properties in the APE.



## ARCHITECTURE/HISTORY SURVEY REPORT

For the majority of projects, the AHSR is the appropriate document to use to record survey results. The form is available on the [WisDOT Cultural Resources website](#) and should include the completed Cover Sheet (DT 1446). Specific guidance for each section of the AHSR is included below.

### 1. Project Description and Area of Potential Effects (APE)

Briefly describe project activities and define the APE for the project. The APE is unique to every project based on proposed activities.

Example of an APE description: “The Area of Potential Effects for this reconstruction project includes all properties immediately adjacent to proposed project activities.”

### 2. Previously Identified, Surveyed Properties, and Previous Surveys within the Area of Potential Effects (APE)

It is important to complete each of the three components of this section:

- ALL locally designated sites/landmarks within the APE must be listed. If there are no properties in this category, note on the form “None.”
- ALL previously identified/surveyed properties, including those listed in the National Register, in the APE must be listed in the table. In the comments section, indicate whether each previously identified /surveyed property was resurveyed or not resurveyed (due to a loss of integrity, lack of initial integrity, or nonextant status) and briefly describe why. If there are no properties in this category, note on the form “None.” Note that WHPD records must be updated for all previously surveyed properties and consultants **must** reevaluate the current eligibility of these resources within the project APE. An example is provided in Table 1.
- ALL previous surveys within the project area must be listed in this section with the survey year and type (reconnaissance/intensive). If there are no known surveys, note on the form “None.”

**Table 1. Example of documentation of previously identified/surveyed properties in the APE**

AHI No.	Name	Address	Comments
111356	Building	SE corner of the intersection of Water Street/STH 60 and Riddle Road	Resurveyed – appearance unchanged
111355	Water Street Viaduct	Carries the Chicago & Northwestern Railroad over Water Street/STH 60	Resurveyed – modern metal railing
133740	Pleasant Street Bridge	Carries Pleasant Street over Spring Creek	Nonextant
3567	Lodi Farmer’s Exchange	215 Water Street	Nonextant

AHI No.	Name	Address	Comments
147441	House	205 Water Street	Nonextant
111272	State Bank of Lodi / Lodi Public Library	130 Lodi Street	Resurveyed – appearance unchanged
111271	Martin R. Heggstead Building	115 Lodi Street	Resurveyed – storefront windows and entrance altered, full-width awning over storefront removed, original attached garage along southwest elevation removed
111334	Lemuel P. Hindes House	216 Prairie Street	Contributing to the listed Lodi Street-Prairie Street Historic District
111323	Robert and Mary Maney House	212 Prairie Street	Noncontributing to the listed Lodi Street-Prairie Street Historic District
71501	Daniel and Nellie ByrnsHouse	221 Mill Street	Individually listed in the National Register
111322	House	404 Portage Street	Resurveyed – front door replaced

### 3. Historic Context for Project Area

Provide a brief but substantive historic context that **explains development within the project area and relates to the existing built environment**. For example, a historic context for a downtown commercial area would not include information about dairy farming throughout the county. In addition, the context must **relate to the period of significance** for surveyed properties. A lengthy discussion of mid-nineteenth-century dairy farming would not be appropriate for farms that date to the 1930s. [Cultural Resource Management \(CRM\) in Wisconsin](#) should be consulted since it provides a statewide context for many subjects, including agriculture, architecture, commerce, ethnic groups, and industry. The context may be illustrated with historic photos, as appropriate, and citations are required. Please remember, WHPD is not the only resource to use to develop a context.

**Please note the difference between the terms *project area* and *survey area*. The *project area* is generally much broader than the *survey area* and may include nearby communities and rural areas that provide a context for understanding development within the more closely defined survey area. The *survey area* is generally limited to the project corridor and those areas where project activities will take place.**

### 4. Physical Setting

Briefly describe the overall physical setting of surveyed properties. Include a discussion of existing and historical land uses, density of development, settlement patterns, and general types of properties identified in the APE. Do not provide a separate description for each surveyed property.

## 5. Methodology

Briefly describe the steps taken to identify and evaluate historic properties within the APE, including a summary of research efforts and an explanation for how you developed a threshold for survey based on the physical context of the survey area.

## 6. Bibliography

List the sources that were used to develop the context and evaluate properties. [Cultural Resource Management \(CRM\) in Wisconsin](#) must be listed in the bibliography even if it is not directly cited in the historic context.

## 7. Survey Results

Complete the formatted heading for each newly surveyed and resurveyed property in the APE, including the address, AHI number, and National Register eligibility recommendation (either “Not Eligible” or “Potentially Eligible”). For each surveyed property, provide a brief architectural description that discusses the construction date, architectural style or form, stylistic and character-defining features, and alterations. Outbuildings and associated resources should also be described. When possible, a brief history of the property should also be included following the architectural description. Do not mention a property’s potential eligibility or integrity in the description, which **must** be copied into the WHPD record prior to being submitted to the project team.

The statement of significance **must** indicate that the property was evaluated under each of the National Register Criteria and state which criteria are applicable to the particular property. Justification for why a property is potentially eligible or not eligible must be clearly stated with a concise and clear supporting argument tailored to the property. Integrity issues must be addressed when discussing a property’s eligibility. For potentially eligible properties, state whether a DOE is recommended or not recommended and provide justification for your recommendation. Eligibility and integrity statements are not included in the WHPD record. SHPO will add relevant eligibility discussions to the National Register tab during data processing, if appropriate.

Include 1-2 images for each surveyed property that are no less than 4”x6” in size and captioned with the historic name of the property, address, WHPD AHI number, and view facing information (the view facing should be the direction the camera was pointed). Large complexes may require more than two photographs to adequately convey the resource. Please see the Survey Photo textbox for information on acceptable survey images.

### Survey Photographs

Survey images are critical in conveying important details to WisDOT and SHPO reviewers. They also become part of the public record once incorporated into WHPD.

For reconnaissance surveys, keep the following in mind:

- Get out of your car and walk around to find the best angles.
- Oblique angles are preferred since they convey details on two elevations.
- Adjust your position to avoid vegetation, fences, or other visual intrusions. A head-on view of a building may be preferable to an oblique with intrusions.
- Setting is not important; zoom in to focus on the subject building.



*This photo could be improved by getting closer to the resource, moving to one side or another to get an oblique angle, and eliminating the photographer's finger.*



*The image at the left includes extraneous setting, the image at the right eliminates much of the setting to provide a better view of the resource.*



*The image at the left includes extraneous setting and some intrusions, while the image at the right – taken from a different vantage point – fills the frame with the resource and provides more details.*

For DOEs, keep the following in mind:

- Detail shots of architectural features and/or alterations are important.
- Shots to convey the setting and/or any contributing landscape features are important.
- Overviews that show the relationship of outbuildings are important.



*Example of a good detail shot that conveys porch details.*



*This photo conveys the relationship between the house and outbuilding and overall setting of the property.*



### Architecture/History Survey Supplemental Materials

Each AHSR should include a survey map and photographs of properties that were not resurveyed due to a loss of integrity on continuation sheets.

A U.S. Geological Survey (USGS) map, aerial image, city map, or project plans may be used for the survey map. To be suitable for use as a survey map, project plans for urban areas must show parcel lines. Surveyed properties should be identified with the AHI number. The map should be labeled with the WisDOT ID, city or town(s), and county and include a north arrow, street names, and any other information that may help the reviewer.

Update photos are required for properties that are not resurveyed due to a loss of integrity. These photos should be provided on continuation sheets and include captions with the historic name of the property, address, WHPD AHI number, and view facing information.

### 8. No Listed, Eligible, or Potentially Eligible Historic District(s) Identified

Check the box if there were no listed, eligible, or potentially eligible historic districts identified during field survey. If you check this box, **do not** complete Section 9.

### 9. Listed, Eligible, or Potentially Eligible Historic District(s) Identified

Complete this section only if a listed, previously determined eligible, or potentially eligible historic district was identified during field survey. For all newly and previously identified historic districts, please complete Sections B-F and email to BTS CR for coordination with SHPO regarding the district(s). The following supplemental materials must also be submitted for a newly surveyed or previously surveyed historic district (it is not required for a National Register-listed district):

- Historic district sketch or overview map with approximate boundaries labeled.
- Photos keyed to the map sufficient to evaluate the integrity of the district.
- Correspondence with BTS CR: phone memos, meeting minutes, e-mails, and/or letters.
- Photos of contributing resources within the APE (these properties should also be included in the Survey Results) and overviews/streetscapes that convey the overall district. Photos should be captioned and tied to the sketch/overview map.

In Section F, include a narrative summary of the district based on the information provided to BTS CR, including an architectural description, statement of significance, and discussion of the APE and historic boundary. The architectural description should include a brief description of the district, including the overall setting, architectural styles that are represented, and range of property dates. More specific information may be included for larger or more significant buildings within the district. The summary of significance should include a brief justification for why the district is potentially eligible. It should include a brief discussion of the project APE in relation to the potential historic district and proposed project

activities within the potential district boundaries must be identified. Since the district boundaries will not be formally evaluated until a DOE is completed, an estimated count of contributing and noncontributing resources and the number of properties located in the APE must be included.

### WHPD Records

Consultants must provide current photographs for all resources included in the survey report except for those previously surveyed properties that lacked integrity at the time of initial survey. All images must be included within the AHSR and uploaded to WHPD. Although there is no limit to the number of photos that can be included in the AHSR, please use discretion and limit the number of photos uploaded to WHPD. Incorporating historic photos or aerial images into the AHSR is also acceptable; however, they should not be uploaded to WHPD.

Some photos may not be suitable for public viewing. If the photo should not be visible publicly (it includes identifiable people or children, interiors, or non-street-facing facades) **uncheck the box next to “Is Public”** in WHPD before you save your work with a note in the comments field citing the reason it was made private.

See the [WHS Manuals](#) for specific instructions regarding creating and updating WHPD records, including appropriate terminology to use when a historic name is not known and when a property has had alterations (loss of integrity).

Please refer to Table 2 for guidance on WHPD data entry and the need for photographic documentation. Always rank new photos in WHPD, starting with “1” so the most current photos are displayed first. The photo ranked “1” will become the new thumbnail for the record.

**Table 2. WHPD data entry and photo requirements**

Survey situation	WHPD data entry	New photograph needed
Newly surveyed property	Create new record in WHPD	Yes
Resurveyed – appearance unchanged	Add survey date and note appearance unchanged in comments field	Yes
Resurveyed – altered appearance	Add survey date and note alterations in comments field	Yes
Resurveyed – poor previous photo quality or visual obstructions	Add survey date and update fields and comments as needed	Yes
Resurveyed – record is missing photo	Add survey date and update fields and comments as needed	Yes
Not resurveyed – loss of integrity	In “Other Info” tab, note that property was not resurveyed preceded by the survey year	Yes
Not resurveyed – lack of initial integrity	Notify the AHI coordinator, who may then remove the record if appropriate	No
Not resurveyed – nonextant	Check box for “Is Demolished” with date if known, add comment in “Other Info” tab	No



## DETERMINATIONS OF ELIGIBILITY

The DOE form is used to document and evaluate the National Register eligibility of an individual property or district that has been identified as potentially significant during a compliance survey. The DOE process should closely adhere to the guidance included in [National Register Bulletin 15](#). Site-specific research is conducted in order to determine if the property is eligible for the National Register. DOE forms for individual properties, bridges, and historic districts are available on the [WisDOT Cultural Resources website](#). Contact BTS CR if you question the need for a DOE or require guidance on the eligibility recommendation and/or historic boundary. It is required that consultants contact BTS CR prior to preparing a bridge DOE. Special instructions for sections of the DOE follow.

### PROPERTY INFORMATION

Include the WisDOT ID, AHI number, name, and location information. It is acceptable to leave the WHS# field blank as those numbers may not have yet been assigned.

### WISDOT CERTIFICATION

Check the box that corresponds to the eligibility recommendation. The WisDOT Historic Preservation Officer will sign the DOE after BTS CR review is complete. The State Historic Preservation Officer will sign for SHPO once review is complete. The comments field is used to convey any SHPO comments on the eligibility recommendation.

### CLASSIFICATION, STYLE, CRITERIA, AND CRITERIA CONSIDERATIONS

Refer to [National Register Bulletin 16A](#) for guidance on completing these fields.

### METHODOLOGY

This section must describe the steps taken to identify the property, including the research, any consultation with BTS CR, and previous eligibility recommendations made for the property. This is the appropriate place to document any coordination with the property owner regarding information related to the history of the property and access to the property and building interiors. If attempts to contact the property owner were unsuccessful, that should be documented as well.

If access to the property is not granted, make an attempt to discuss the interior of the property and any original features that it retains. Digital real estate listings may also be a source for images that can assist in development of the description. Photos from such listings may be incorporated into the DOE but should not be uploaded into WHPD.

### NARRATIVE DESCRIPTION

This section is more detailed than the brief description in the AHSR and must include descriptions of any outbuildings or associated resources, even if they are noncontributing, as well as the setting. Discussion of integrity must be included in this section for all properties. Photos of the property and all associated



resources (no smaller than 4"x6") should be inserted following the description and captioned with the historic name of the subject of the images and view facing information (e.g., front facade, view facing south). For complexes, include the AHI number for the building/resource.

### NARRATIVE STATEMENT OF SIGNIFICANCE

This section begins with a summary paragraph outlining whether the property is eligible under each of the National Register Criteria. In addition to a brief history of the property, it must provide the historic context(s) in which the significance of the property was evaluated. The context may be illustrated with historic photographs and maps. It should include a discussion of integrity and comparison properties. It is acceptable to use WHPD images to illustrate comparisons (include the address and AHI number in the caption). Refer to Attachment D – Guidance for Writing a WisDOT DOE Statement of Significance for direction.

### DEFINING THE HISTORIC BOUNDARY

A clearly defined historic boundary is a critical component of the DOE and will be used in future project steps to assess effects. Historic boundaries must be accurate and useful in a manner that would enable the lay person to go to the property and know where the boundary is located. Refer to Attachment E – Guidance Delineating Historic Property Boundaries and [National Register Bulletin: Defining Historic Boundaries for National Register Properties](#) for more information on how to define historic boundaries.

#### Verbal Boundary Description

The verbal boundary description should describe the boundary in detail, including measurements and detailing where the boundary follows parcel lines, right-of-way, back edges of sidewalks, and other definable features. The following template may be used to complete the description.

The historic boundary for the \_\_\_\_\_ is a \_\_\_\_\_ with a long center axis that is \_\_\_\_\_ to \_\_\_\_\_. The historic boundary is shown as the dashed line on the enclosed historic boundary map. Beginning at a point that corresponds to \_\_\_\_\_, the boundary extends for approximately \_\_\_ feet along \_\_\_\_\_. The boundary then proceeds \_\_\_\_\_ for approximately \_\_\_ feet to \_\_\_\_\_. From this point, the boundary turns and runs approximately \_\_\_ feet along \_\_\_\_\_, and then turns and runs for approximately \_\_\_ feet and returns to the point of origin.

#### Boundary Justification

The boundary justification should explain how the boundary was delineated. The following template may be used to complete the description.

The historic boundary for the \_\_\_\_\_ was delineated to encompass the \_\_\_\_\_, the \_\_\_\_\_, and \_\_\_\_\_ and provide an appropriate setting. The boundary corresponds to \_\_\_\_\_. The boundary was defined to include/exclude \_\_\_\_\_.

### Historic boundary map

The historic boundary map should clearly define the historic boundary and correspond to the verbal boundary description. It must include a north arrow, clearly labeled boundary, clearly labeled buildings and landscape features, and other locational information, such as dimensions and distances from visual landmarks. Because the map must stand alone, it should also include relevant project details, such as existing and proposed road characteristics. The map label should include the WisDOT Project ID, property name and address, key, and a scale. The historic boundary map should reflect the boundary justification.

#### *DOEs for Farmsteads*

See Attachment F – Guidelines for Evaluating the Eligibility of Farmsteads for guidance on the application of the National Register Criteria to farmsteads, assessing integrity, and determining appropriate boundaries.

#### *DOEs for Bridges*

Contact BTS CR before completing a DOE for any newly surveyed or previously surveyed bridge that is potentially eligible. BTS CR will determine whether a DOE is necessary. Please provide the following to help expedite review:

- Bridge number
- Location information, including clearly labeled map
- Construction date
- Bridge type
- Photographs of elevation and character-defining features, including bridge plaque, if present

If a DOE is necessary, use the Bridge Determination of Eligibility Form, available on the [WisDOT Cultural Resources website](#) to document the significance of the bridge.

### DOES FOR HISTORIC DISTRICTS

The Historic District Determination of Eligibility Form available on the [WisDOT Cultural Resources website](#) is used to document a historic district that has been identified as potentially eligible during a compliance survey. Prior to commencement of the DOE, BTS CR will complete a preliminary historic district review process, as discussed in Identifying Potential Historic Districts. After the district is reviewed by BTS CR and SHPO, guidance will be provided on whether a district DOE should be completed for the project.

The Historic District DOE is similar to the standard DOE. Please see [Determinations of Eligibility](#) for instructions on completing the initial sections.

## Methodology

This section must describe the steps taken to identify the district, including the research, literature search, consultation with BTS CR and SHPO, and documentation compiled for the district.

## Narrative Description

This section should include an overall description of the district that includes information on the setting, architectural styles, and range of construction dates. Individual buildings do not need to be discussed, unless the district is small and the information may be included within two pages. Districts may be described block by block rather than individual building descriptions with more specific information provided for pivotal properties. Include photos of representative buildings and streetscapes following the description. Photos should be no smaller than 4"x6". For larger districts, representative building photographs can include more than one property in a single photograph if the primary elevations are clearly visible. These photographs should be captioned with the historic name of the property/properties, address(es), AHI number(s), and view facing. Streetscape photos are necessary to convey the setting and context and should be captioned with street name, approximate location (address range, cross street, or other details), and view facing.

## Properties within the District

This table must include each property within the district boundaries (including those outside the APE) and the build/circa date, AHI number, and contributing/noncontributing status.

## Narrative Statement of Significance

This section begins with a summary paragraph outlining whether the district is eligible under each of the National Register Criteria. In addition to a brief history of the district, it must provide the historic context(s) in which the significance of the district was evaluated. Refer to Attachment D – Guidance for Writing a WisDOT Determination of Eligibility Statement of Significance for direction. Contact BTS CR if you require guidance on the eligibility recommendation and/or district boundary.

## Historic Boundary

A clearly defined historic boundary is a critical component of the DOE and will be used in future project steps to assess effects. Historic boundaries must be accurate and useful in a manner that would enable the lay person to go to the property and know where the boundary is located. Refer to Attachment E – Guidance Delineating Historic Property Boundaries and [National Register Bulletin: Defining Historic Boundaries for National Register Properties](#) for more information on how to define historic boundaries.

### *Verbal Boundary Description*

The verbal boundary description should describe the district boundary in detail, including measurements and detailing where the boundary follows parcel lines, right-of-way, back edges of curbs, and other definable features.

*Boundary Justification*

The boundary justification should explain how the boundary was delineated.

**Historic boundary map**

The historic boundary map should clearly define the historic boundary and correspond to the verbal boundary description. It must include a north arrow, clearly labeled boundary, clearly labeled buildings (including AHI numbers and contributing and noncontributing status), any landscape features, and other locational information, such as properties in the APE. Because the map must stand alone, it should also include relevant project details, such as existing and proposed road characteristics. The map label should include the WisDOT Project ID and district. The delineated historic boundary should reflect the boundary justification.

**NEXT STEPS IN THE SECTION 106 PROCESS**

Once the required architecture/history documentation is complete, the following documents are submitted by the architecture and history consultant to the project manager electronically:

- AHSR Cover Sheet (Form DT 1446)
- AHSR (or Letter Report if applicable) and supplemental materials
- DOEs (if applicable) and supplemental materials
- Copies of local historical society notification, if prepared by consultant

Occasionally, architecture and history consultants may be asked to complete part of the Section 106 Form. In these cases, copies of the Section 106 Form should also be sent to the project manager.

Project managers are responsible for assembling the required Section 106 documentation and submitting to BTS CR.

**REVIEW PROCESS**

Submittals to BTS CR must include both the archaeology and history reports. They are reviewed by BTS CR staff. If any components are missing, the project manager will be contacted by a BTS CR staff member.

After BTS CR approval, the Section 106 form is signed by the WisDOT Historic Preservation Officer and the original copy is sent to SHPO for review. Once SHPO concurs, the Section 106 form is signed by the State Historic Preservation Office and returned to BTS CR, which passes it along to the project manager.

BTS CR review times vary depending on the complexity of a project and the number of other submittals in the office. SHPO is allowed 30 days from receipt for review.



If historic properties will be affected by a project, further work is required. Coordinate with the project manager and contact BTS CR for information on assessing effects and beginning the consultation process. BTS CR has a guidance document for assessing effects and standard templates for no adverse and adverse effect.



## ATTACHMENT A. GLOSSARY OF TERMS

## Architecture/History Survey Glossary of Terms

**Area of Potential Effects (APE)** – The geographic area or areas within which an undertaking may directly or indirectly cause changes in the character or use of historic properties, if such properties exist. The APE is influenced by the scale and nature of the undertaking and may also be referred to as the *survey area*.

**Condition** – The existing physical state of a building. Condition is different than integrity. A property can be in poor condition but retain integrity in terms of its design and materials, for example. A resource could be in poor condition but retain sufficient integrity to be eligible for listing in the National Register.

**Determined eligible** – A property that has been formally evaluated as eligible in a Determination of Eligibility (DOE) and approved by SHPO or the Keeper of the National Register of Historic Places.

**Integrity** – The ability of a property to convey its significance. The National Park Service recognizes seven aspects or qualities that, in various combinations, define integrity. These seven aspects include location, design, setting, materials, workmanship, feeling, and association. Integrity is different than condition. A property can retain integrity but be in poor condition due to deterioration, for example.

**Lack of initial integrity** – Refers to a previously surveyed property that did not retain sufficient integrity at the time of the initial survey to warrant inclusion in the Wisconsin Historic Preservation Database; properties with a lack of initial integrity should not be resurveyed.

**Loss of integrity** – Refers to a resource that no longer conveys its historic or architectural significance through its physical features. This loss of integrity may result from relocation, modern additions, or alterations to original historic and architectural features of the resource. If a property has undergone a loss of historic or architectural integrity then it may not be eligible for listing in the National Register.

**Potentially eligible** – Historic resources that are at least 40 years old and appear to meet one or more of the National Register criteria for evaluation.

**Previously identified/surveyed property** – Historic resources that were previously surveyed; these properties are included in the AHI and must be reevaluated for inclusion in the survey and for National Register eligibility.

**Primary outbuildings** – Outbuildings that served a significant role in the function of the farmstead, building complex, or other grouping of buildings.

**Project area** – The area in and around the APE. The project area is generally broader than the APE and may include nearby communities and rural areas that provide a context for understanding development within the defined APE.

**Resurvey** – To reevaluate a previously surveyed property and include it on Worksheet B of the Architecture/History Survey Report. In order to be resurveyed, a previously surveyed property must be at least 40 years old and retain a degree of integrity. The process of resurveying also includes confirmation of previous eligibility recommendations.

**Survey** – The process of surveying includes taking photographs and field notes but to “survey” a resource means that the resource is at least 40 years old, retains sufficient integrity, and is included in the AHI inventory and on Worksheet B of the Architecture/History Survey Report. Please note that not all properties photographed during fieldwork will be included in the Architecture/History Survey Report if after further evaluation they are found to lack integrity or are located outside the APE. The result of a survey is an inventory of all resources within the APE that are extant and meet survey criteria. This inventory is included on Worksheet B of the Architecture/History Survey Report.

## ATTACHMENT B. FARMSTEAD SURVEY METHODOLOGY

## WisDOT Farmstead Survey Methodology

<p><b>1. Individually, does the farmhouse have potential historic or architectural significance? Does it retain integrity?</b></p>	
<p><b>No</b></p>	<p><b>Yes</b></p>
<p>Farmhouse lacks potential significance and displays diminished integrity, low quality, is modern or nonextant.</p> <p style="text-align: center;">Go to Question 2.</p>	<p>Include farmstead in survey report*</p> <p>Create AHI records for house, barn, and primary outbuildings, and prepare sketch map.**</p>
<p><b>2. Is there a collection of intact farm outbuildings from the historic period?***</b></p>	
<p><b>No</b></p>	<p><b>Yes</b></p>
<p style="text-align: center;">Go to Question 3.</p>	<p>Include house, barn, and all primary outbuildings in survey report*</p> <p>Create AHI records for house, barn, and primary outbuildings, and prepare sketch map.**</p>
<p><b>3. Is the barn or other major primary outbuilding distinctive? Is it octagonal, round, stone, stunning, ethnic, or specialized?</b></p>	
<p><b>No</b></p>	<p><b>Yes</b></p>
<p style="text-align: center;">No need to survey this property.</p>	<p>Include barn or primary outbuilding in survey report.*</p> <p>Only create AHI record for barn or primary outbuilding.</p>

\* When surveying farmsteads, include outbuilding types with circa dates in the Architecture/History Survey Report.

\*\* If you think that the farmstead may be eligible for the National Register, photograph all buildings on the property (contributing and noncontributing) if possible since all buildings/structures on eligible farmsteads must be assigned an AHI number.

\*\*\* Consider the historic context of the farm and the types of buildings/structures on other farms in the region. A typical concentration of building types is based on the type of agriculture practiced and may include a barn, granary, silo, secondary barns, machine shed, chicken coop, corn cribs, and sometimes more ancillary structures like pump houses and windmills.

**NEXT STEP:** Evaluate National Register eligibility of farmsteads included in the Architecture/History Survey Report. See the Wisconsin Historical Society's *Guidelines for Evaluating the Eligibility of Farmsteads* (2010) for information regarding application of the National Register Criteria to farmsteads.

## ATTACHMENT C. HISTORIC DISTRICT SURVEY METHODOLOGY

## WisDOT Historic District Survey Methodology

<b>1. Is the district listed in the National Register and/or State Register?</b>	
<b>Yes</b> Proceed directly to Step 4: Assess Effects.	<b>No</b> Go to Question 2.
<b>2. Has the district been previously identified?</b>	
<b>Yes</b> Go to Question 4.	<b>No</b> Go to Question 3.
<b>3. Is there a concentration of resources from the historic period that retain sufficient integrity to warrant survey?</b>	
<b>Yes</b>  Contact WisDOT BTS CR with supplemental information to determine next step.*	<b>No</b>  In Section 5 of the AHSR, describe the methodology you used to consider the possibility of a district and provide a clear argument demonstrating why there is no district.  Individual properties within the APE that retain sufficient integrity to be surveyed must be included in Section 7 of the AHSR.
<b>4. Does the previously identified district retain integrity?</b>	
<b>Yes</b>  Go to Question 5.	<b>No</b>  District displays diminished integrity since previous survey. Contact WisDOT BTS CR with supplemental information to determine how to proceed.*
<b>5. Is the information included in the previous survey thorough, providing adequate documentation for WisDOT BTS CR to evaluate the district's eligibility?</b>	
<b>Yes</b>  Proceed as if the district is eligible. Complete Section 9 of the AHSR and include appropriate attachments and email to WisDOT BTS CR staff for SHPO coordination.	<b>No</b>  The previous survey does not include thorough documentation. Contact WisDOT BTS CR with supplemental information to determine how to proceed.*

\* When contacting WisDOT Bureau of Technical Services, Cultural Resources (BTS CR), provide supplemental materials listed on the back of this page.

**Question 3 – when contacting BTS CR regarding a newly surveyed district, provide the following:**

- Outline of methodology used to identify district
- Architectural description
- District statement of significance
- Sketch map that indicates approximate boundaries and contributing and noncontributing buildings within the APE
- Representative photos of the building and streetscapes sufficient to evaluate district integrity

**Question 4 – When contacting BTS CR regarding a previously surveyed district that has lost integrity:**

- Outline of methodology used to review district status
- Sketch map that indicates changes in status
- Photos of individual buildings indicating exterior alterations and changes in status
- Photos from previous AHI records to illustrate alterations

**Question 5 – when contacting BTS CR regarding a previously surveyed district without thorough documentation, provide the following:**

- Previous survey information, including recommendations and district statement of significance
- Sketch map that indicates approximate boundaries and contributing and noncontributing buildings
- Representative photos of the buildings and streetscapes sufficient to evaluate district integrity



**ATTACHMENT D. GUIDANCE FOR WRITING A WISDOT  
DETERMINATION OF ELIGIBILITY STATEMENT OF  
SIGNIFICANCE**

## Guidance for Writing a WisDOT DOE Statement of Significance

### Key points to address in Statement of Significance

- Property name and brief description.
- Applicable National Register Criterion/Criteria A, B, and/or C (discuss each in separate paragraphs).
- For Criterion C only, indicate if eligibility is based on the type, period, method of construction, or if the property represents the work of a master.
- Justification for National Register eligibility.
- Period of significance.
- Justification for period of significance.
- Brief mention of why other National Register Criteria are not applicable.

Please note: Following the Statement of Significance, the author should include a context of the area, property-specific history, and discussion of how the property meets the relevant National Register criteria (such as the history of an architectural style in the United States and in Wisconsin and character-defining features) and comparison properties. Reach out to WisDOT BTS CR for examples if you would like more guidance.

### Outline for Statement of Significance:

The \_\_\_\_\_ is/is not recommended as eligible under National Register  
(Property Name)

\_\_\_\_\_ as a \_\_\_\_\_. The property represents/is associated  
(Criterion/Criteria) (Reason)

with \_\_\_\_\_. The period of significance for the property is from  
(Brief overview of resource(s) and justification for eligibility)

\_\_\_\_\_ to \_\_\_\_\_, which encompasses \_\_\_\_\_. Based on  
(Year) (Year) (Justification for period of significance)

\_\_\_\_\_, the property is/is not eligible under \_\_\_\_\_.  
(Brief overview of research) (in applicable National Register Criteria)

### Statement of Significance Sample 1 – Eligible

#### **Criterion A: Event and Criterion C: Architecture**

The Tyler Farmstead is recommended as eligible under *Criterion A: Agriculture* for its contribution to Wisconsin's livestock and dairy industries. The property has been in the Tyler family as a livestock farm for over 50 years and consists of a c.1910 farmhouse, c.1910 gambrel barn, and 10 other agricultural outbuildings built between c.1915 and c.1945. Cattle raised on the farm in the early 1900s became the established breeding stock for Wisconsin cattle. Experiments on this livestock farm also enabled the breeding of cows with the highest milkfat content in Wisconsin, which led to advances in Wisconsin's dairy and cheese-making industries. The Tyler Farmstead continued to function as a livestock farm until it was sold in 1946. The buildings and associated land have not been used for agricultural purposes since that time.

The Tyler Farmstead is also recommended as eligible under *Criterion C: Architecture* as a property type. The farmstead contains a typical farmhouse and intact collection of agricultural outbuildings that represent an

early-twentieth-century livestock farm in southcentral Wisconsin. Although the farmhouse, the center of domestic activity on the farm, has undergone some alterations, it is a contributing resource and does not detract from the intact collection of buildings on the farmstead. The period of significance for the Tyler Farmstead is c.1910 to 1946, encompassing the construction dates of the house and contributing outbuildings and ending when farming activities on the property ceased in 1946.

Based on interviews with the Tyler family and local historical society research, the property does not possess significance under *Criterion B: Significant Person*.

### **Statement of Significance Sample 2 – Eligible**

#### ***Criterion C: Architecture***

The Doug and Clotilda Buttweiller House is eligible for the National Register under *Criterion C: Architecture* as an intact example of a Lustron house. Constructed in 1949, the house retains key Lustron elements, such as the steel frame covered with blue enamel exterior wall panels, steel shingles, recessed front porch, and four large picture windows. In addition, the interior of the Buttweiller House retains the radiant heat ceiling panels and built-in vanity, cabinets, bookshelves, and closets. Other examples of the Lustron in Oshkosh have been significantly altered by replacement siding and large additions. The period of significance coincides with the 1949 construction date.

Based on interviews with the Buttweiller Family and local historical society research, the property does not possess significance under *Criterion A: History* or *Criterion B: Significant Person*.

### **Statement of Significance Sample 3 – Not Eligible**

#### ***Criterion A: Agriculture and Criterion C: Architecture***

Sunny Glen Orchard, including a farmhouse, barn, roadside stand, three outbuildings, and fruit orchard dating from the late nineteenth to the mid-twentieth century, was evaluated for National Register eligibility under *Criterion A: Agriculture* for its role in fruit farming in southern Wisconsin. Although the Glen family converted several acres of their dairy farm to fruit crops in the 1910s during a surge in commercial fruit production, the property did not play a significant role in important events in the development of fruit farming or apple horticulture in Wisconsin. The Glens entered the apple business after the initial development of commercial apple horticulture began around 1890, and commercial apple production in Wisconsin was already well established. The family was in the fruit business for nearly eighty years, but no significant innovations in fruit production are known to have occurred on the farm. Therefore, Sunny Glen Orchard is recommended not eligible under *Criterion A: Agriculture*.

The property was also evaluated under *Criterion C: Architecture* as an example of a fruit farm. Although it features resources typical of a farm that adopted fruit cultivation to supplement other agricultural practices during a period of rapid expansion in commercial fruit farming, it does not retain the historic integrity needed to be a good representative example of a commercial fruit farm. The orchard is overgrown and has not been cultivated for 20 years. The farmhouse and outbuildings are vernacular forms with minimal architectural details and do not possess distinctive characteristics or sufficient historic integrity to make them individually eligible. Therefore, Sunny Glen Orchard is recommended not eligible under *Criterion C: Architecture*.

No evidence was found to suggest that the property possesses significance under *Criterion B: Significant Person*.

**ATTACHMENT E. GUIDANCE DELINEATING HISTORIC PROPERTY  
BOUNDARIES**

DELINEATING HISTORIC PROPERTY BOUNDARIES  
Architecture/History Consultant May Workshop  
May 6, 2010, Revised August 11, 2022

This outline is adapted from *A Guide to Delineating Edges of Historic Districts*.<sup>1</sup> These are factors to consider when delineating historic property boundaries for compliance projects.

I. HISTORIC FACTORS

A. Boundaries of a settlement or planned community

- a. These are edges determined through historical research of early town plans, subdivision records, ownership, or settlement patterns.
- b. These edges can be seen through a change in land use, building scale, materials, setback, different architectural periods, and changes in street patterns and widths. For example, a planned development or platted neighborhood could have smaller parcels than the surrounding area, or include houses constructed by a single developer.
- c. In a planned community with a defined boundary, verify integrity within the boundary to confirm the limits.

B. Concentrations of buildings and sites

- a. Edges of this type are determined by thorough and reliable historical research and documentation.
- b. For historic districts, choose the most cohesive concentration of a property type that a city or area has to offer.
- c. The boundary can encompass a neighborhood, block, complex, or site that displays a variety of styles or periods. This type of boundary will graphically document an area's evolution, growth, and continuous historic use.

II. VISUAL FACTORS

A. Edges should be determined or influenced by architectural survey

- a. If an original parcel has diminished integrity, part of the original parcel can be excluded, and the boundary drawn to encompass the remaining intact historic resource(s).

B. Edges related to other changes in the visual character of an area

- a. These edges are commonly seen where development has occurred across a long period of time.
- b. The most obvious changes are those in materials, forms, setbacks, land use, and design features of individual buildings/structures and/or properties within or outside a historic district.
- c. A landscape may be defined by its surroundings – a fence line, tree line, limits of a mowed area, modern development, or a local road can contribute to the definition of a historic boundary.
- d. A modern structure can be drawn out of the historic boundary when it is historically and/or visually distinct from the rest of the property.
- e. The boundary can encompass a concentration of significant properties, but exclude major intrusions such as parking lots and modern buildings. Avoid delineating boundaries that create “doughnut holes.”

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<sup>1</sup> *A Guide to Delineating Edges of Historic Districts*, (Washington, D.C.: The Preservation Press, 1976).

C. Edges based on topographical considerations

- a. These edges are most valid when much of the character or visual importance of an individual property or district is derived from its geographic location.
- b. An individual property or district can use the contour lines of ridges, hills, or moraines as a boundary.

D. Edges drawn to include bollards, entrances, and gateways

- a. Implemented as a conscious attempt to control the experience of entering or being in a unique area, this type of boundary can include entrance gates or other demarcating features, such as bollards.
- b. This edge is most beneficial when trying to create a sense of place and visual identity.
- c. The historic boundary should include a reasonable buffer around bollards, gates, and other contributing features.

III. PHYSICAL FACTORS

A. Railroads, expressways, and major highways

- a. A boundary is formed psychologically, visually, and physically by a highway or a railroad.
- b. For the historic boundary, the right-of-way can often be used if there are no other visual markers on the landscape.
- c. For districts and complexes, the boundary should encompass cohesive concentrations of historic buildings, but may exclude single buildings on the opposite side of the street if they have no significant association with the other buildings.
- d. Two properties that are separated by a roadway cannot be placed in a single boundary if there is not a significant historic association between them.
- e. In a large district or complex, such as a hospital or institution, driveways or streets can be used to define the extent of the district or complex.

B. Major open spaces

- a. Open spaces can include parks, village greens, urban squares, and cemeteries, and can form one or more edges of a boundary.
- b. The organization of buildings around an open space may define the district.

C. Rivers, marshlands, and other natural features

- a. A lake or river can define one or more edges of a boundary.

D. Major changes in land use

- a. An individual property or district can be bordered by the use of another property type such as a residential district bordered by a commercial district, mall, new housing, or industrial park.

E. Walls, embankments, fence lines

- a. In cases such as prisons and institutions, a wall may define the property boundary.

- b. Tree and fence lines may define the limits of the domestic space, but are not permanent and may not coincide with property lines.
- c. Boundaries must encompass all significant historic associations with a property, i.e. playgrounds or schoolyards with schools.

F. Outbuildings or other associated buildings located across the road

- a. If contributing resource that has a significant association with the property is located across the road, the historic boundary should be extended to include this resource.

G. Limits of a settled area

- a. This edge is determined by settlement patterns and is most valid when the entire community can be included within the district as the settlement patterns dictate.
- b. The developed portion of a community is often an easily identifiable edge.

IV. SURVEYED LINES AND LINES OF CONVENIENCE

A. Legally established boundary lines

- a. This type of boundary may affect the visual continuity and architectural or historical significance within a contiguous area.
- b. When dual ownership of a historic property occurs, the boundary is based on the historic association of the property.

B. Streets and other local right-of-ways

- a. When visual features demarcate a boundary, the right-of-way along roads and at intersections can be used as long as historically significant resources are not excluded and there is an appropriate setting provided based on the property type.
- b. Often, the right-of-way coincides or is parallel with other sight lines such as tree lines and drainage ditches.

C. Property lines

- a. For an urban property, the appropriate historic boundary usually corresponds to the legal lot lines.
- b. The right-of-way, a legal boundary, cannot be used as a boundary when it goes through a building or structure.
- c. The use of rear property lines as an edge in a historic district can be effective whenever lots are of a reasonable and fairly constant depth.

D. Other lines of convenience (i.e. connecting two lines determined by other edge factors – may be based on geometry)

- a. With rural properties, often the front of the property can be defined by the edge of the existing pavement, the right-of-way, or a tree or fence line, but the sides and rear are not visually defined and the legal limits would be extraneous. A rectangular or polygonal shape should be drawn to encompass the buildings and farm yard but exclude additional acreage lacking historic significance.
- b. The boundary should include sufficient land area to give a sense of the site and setting of the resource(s).
- c. The boundary should provide a buffer that is appropriate to the resource and tied to a visual marker or landscape feature.

- d. If no visual or physical markers are available for determining the historic boundary, then the historic boundary should be drawn to include all contributing resources and provide a reasonable buffer based on the resource type.
- e. Experiential factors should be used in determining the historic boundary instead of arbitrary lines of convenience.
- f. If a contributing element extends beyond the lot line or right-of-way, the historic boundary must be extended out to the next visual marker or identifiable line on the landscape.
- g. The historic boundary should be defined with the long-term preservation of the resource in mind.



**ATTACHMENT F. GUIDELINES FOR EVALUATING THE ELIGIBILITY OF  
FARMSTEADS**



## **Guidelines for Evaluating the Eligibility of Farmsteads (October 2022)**

### **Criterion C: as a property type**

- A farmstead is significant as an example of a property type when it contains a significant concentration of historic period farm structures sufficient to show a characteristic Wisconsin farm grouping of that region. A typical concentration of building types may include a house, barn, granary, secondary barns, machine shed, chicken coop, corn cribs, and sometimes hold other more ancillary structures like pump houses, corncribs, or windmills.
- A farmstead may represent a single generation of development (e.g. an intact 1920s farmstead) or may demonstrate the evolution of farming practices and the completion of the farm landscape (e.g. farmstead with buildings spanning 1850s to 1930s).
- Farmstead remnants that may include a house, a barn and an additional outbuilding, but do not represent a fully formed farm complex, are not eligible as a farmstead. In this case, a building would need to qualify on its own for individual significance.

### **Criteria A or B: historic agricultural associations**

- In addition to significance as a property type, farmsteads may be eligible for historic associations or for significance related to a person. A farmstead may tell the story of a particular farming practice, such as tobacco farming in southeastern Wisconsin, or of an individual's contribution to animal husbandry or plant development. Farmsteads also may be eligible for ethnic associations, either for farmstead layout or for specific farming practices among an ethnic group in the region.

### **Archeological components**

- Farmsteads may have associated historical archaeological features, such as the remains of barns, silos and wells, which should be documented and included in the evaluation. Archeological features such as ruins or foundations may contribute to an otherwise intact and eligible farmstead. Having archaeological features does not mean that a farmstead is eligible for Criterion D.

### **Assessing integrity:**

- The level of integrity should be compared to other farmsteads in the vicinity. Different regions of the state have differing farming practices, resulting in varying farmstead groupings and differences in the number and types of buildings present.
- A farmstead property type should have a level of integrity consistent with a district; that is, resources may have some modifications, but should be recognizable in their form and function. A farmstead in which most of the buildings have been modified would not be eligible.
- Together with the barn, the farmhouse is one of the most important resources in a farmstead. An eligible property type farmstead requires a contributing historic period farmhouse; the house may have minor alterations or additions if the other buildings retain a high degree of integrity, but it needs to retain sufficient integrity to be contributing. The house may have alterations within the period of significance reflecting the development of the farmstead. (For example, a porch may have been enclosed; a rear addition may have been added.)

### **Determining appropriate boundaries:**

- Farmsteads should have boundaries appropriate to their area of significance.
- Boundaries for a property significant under criterion C as a property type: As a collection of buildings forming an architectural farmstead, the boundary is typically the area surrounding the farm buildings and clearly defined from the agricultural lands by mown lawn, fences, or other features distinctive to the farmyard. It could sometimes include small amounts of agricultural land like orchards, family garden plots or a wood lot.
- Boundaries for a property significant under criterion A: If a farmstead is eligible for the type of farming that took place there or for historical associations, these elements should be considered and the boundary should be drawn to encompass all the property associated with the significance that retains integrity to the period and the area of significance. In the case of a historically important farming operation, it may be appropriate to include farmland acreage directly associated with the property's significance, such as land where seed corn was grown, or contour plowed fields associated with Depression era soil conservation programs.

- All farmstead DOEs must include boundary maps showing the relationship of the buildings and the boundaries.
- All farmstead DOEs require AHI records for all buildings and structures (C and NC) for eligible farmsteads.

Suggested sources to consult in assessing the types and sizes of farms in a geographical area:

Aerial photos of farms

Agricultural census records

Agricultural periodicals

County plat books

Cultural Resource Management in Wisconsin

Government records and publications

Tax rolls

UW-Madison Extension Bulletins

Wisconsin Land Economic Inventory 1929-1947 (WHS archives)

Wisconsin pioneers and century farms (Century farm records in WHS archives)