

ARCH 552: INTRODUCTION TO HISTORIC SITE DOCUMENTATION

Semester: Fall 2014
Day and Time: Fridays, 10:00 a.m. to 11:50 a.m.
Location: Harris 102
Instructor: Katie E. Horak, MHC
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COURSE PURPOSE AND OBJECTIVES:

This course introduces students to various techniques employed in the field of historic preservation for recording and documenting historic resources. A core course for the Master of Heritage Conservation degree, coursework gives students a basic knowledge of recordation and documentation processes necessary for a professional working in the field of historic preservation. It will include an overview of the methods of architectural classification and provide an analysis of basic guidelines and standards of documentation, including historic resources surveys; National Register, California Register and local registration standards; photographic documentation; historic structure reports and cultural landscape reports; and HABS/HAER/HALS documentation. This course aims to encourage new ways of observing and thinking about the built environment through practical applications of documentation methods and fieldwork exercises.

PRIMARY TEXTS:

- John Burns, et al., eds. *Recording Historic Structures: Historic American Buildings Survey/Historic American Engineering Record*, 2nd edition. Hoboken, NJ: John Wiley & Sons, 2004.
- Herbert Gottfried and Jan Jennings, *American Vernacular: Buildings and Interiors*. New York: W. W. Norton and Co., 2009.
- Thomas Carter and Elizabeth Collins Cromley, *Invitation to Vernacular Architecture: A Guide to the Study of Ordinary Buildings and Landscapes*. Knoxville: University of Tennessee Press, 2005.
- *Instructions for Recording Historical Resources*. Sacramento: Office of Historic Preservation, March 1995. <http://ohp.parks.ca.gov/pages/1054/files/manual95.pdf>
- Virginia and Lee Alexander McAlister, *A Field Guide to American Houses*. Second edition. New York: Knopf, 2013.

COURSE REQUIREMENTS:

Reading:

Required reading assignments are listed in the lecture schedule in this syllabus. These readings should be completed *before* the lecture under which they are listed.

Grading:

- 10% Architectural Style Exercise
- 10% Written Descriptive Analysis
- 10% Photographic Documentation Exercise
- 20% DPR forms: Individual Building Evaluation
- 15% DPR forms: District Evaluation
- 10% Measured Drawing Exercise
- 10% Sketchbook Completion/Presentation
- 15% Final Exam

Sketchbook:

For the duration of this course, students are encouraged to keep a record of their observations of the built environment through sketches, photographs, and/or written musings. Each week, students will be assigned a specific item (or items) to record in their sketchbook through the medium of their choice. Sketches will be presented at the beginning of each class session (two or three students per class); every student is expected to present their sketchbook findings multiple times throughout the semester.

Attendance:

Medical or family emergencies and religious holidays are the only acceptable excuses for acceptance of late assignments and the granting of incomplete grades. More than two unexcused absences will result in a failing grade for the class.

CLASS SCHEDULE, READING AND ASSIGNMENTS

- | | |
|---------|---|
| Aug. 29 | Introduction
Review of the purposes and direction of the course
Introduction to observation and investigation |
| Sept. 5 | Language of Architecture I
Definition and classification: residential architectural styles
Identification of character-defining features |
| | Reading: Gottfried and Jennings [pp. 9-16; 33-44]

Carter and Cromley [pp. 1 – 18] |

Sept. 12

Language of Architecture II

Assessing architectural style and character defining features in the field
Site visit (location TBD)

Reading: Gottfried and Jennings [pp. 59-85; 167-179]

Preservation Brief 17: *Architectural Character: Identifying the Visual Aspects of Historic Buildings as an Aid to Preserving Their Character*

<http://www.nps.gov/hps/tps/briefs/brief17.htm>

Sept. 19

Written Documentation

Writing architectural descriptions

Due: Residential architectural styles exercise

Reading: Maliszewsky-Pickart [selections posted to Blackboard]

Sept. 26

Architectural Photography

Introduction to photographic information gathering

Guest lecturer

Reading: Burns [pp. 52-87]

Carter and Cromley [pp. 19-43]

Oct. 3

National, State and Local Registers

Eligibility criteria

Integrity aspects and thresholds

Similarities and differences between federal, state and local eligibility and documentation standards

Reading: National Register Bulletin 15: How to Apply the National Register Criteria for Evaluation
<http://www.nps.gov/history/nr/publications/bulletins/nrb15/>

California Office of Historic Preservation Technical Assistance Series #6: *California Register and National Register: A Comparison*

Due: Written descriptive analysis
Architectural photography exercise

Oct. 10

Forms

Use of standardized forms for the recordation of historic resources
California Dept. of Parks and Recreation (DPR) 523 series forms
National Register documentation
Local designation forms

Reading: *Instructions for Recording Historical Resources*
<http://ohp.parks.ca.gov/pages/1054/files/manual95.pdf>

Sample DPR forms (provided)

Oct. 17

Field Investigation I

Understanding significance
Identifying later alterations and additions
Assessment of conditions

Reading: *Preservation Brief 35: Understanding Old Buildings: The Process of Architectural Investigation*
<http://www.nps.gov/hps/tps/briefs/brief35.htm>

Preservation Brief 43: The Preparation and Use of Historic Structure Reports
<http://www.nps.gov/hps/tps/briefs/brief43.htm>

Oct. 24

Field Investigation II

Case study and site visit (location TBD)

Due: Draft DPR forms: 523a (Primary Record) and 523b
(Building, Structure and Object Record) set

Oct. 31

Historic Resources Surveys I

Introduction to historic resources surveys and inventories
Identifying historic contexts
Definition of boundary, period of significance

Reading: *National Register Bulletin 24: Guidelines for Local Surveys: A Basis for Preservation Planning*
<http://www.cr.nps.gov/nr/publications/bulletins/nrb24/>

Nov. 8

Historic Resources Surveys II

Integrity analysis: Contributing and Non-Contributing elements
Site visit (location TBD)

Due: Final DPR 523a and 523b form set

Nov. 15 **NO CLASS**

Nov. 21 **Measured Drawings II**
Architectural Drawings: types and purposes
Taking measurements in the field
Site visit (location TBD)
Guest lecturer

Due: Final DPR 523d District Record form

Nov. 28 **THANKSGIVING BREAK – NO CLASS**

Dec. 5 **New Methods of Documentation**
GIS and its applicability for historic resource documentation
Guest lecturer

Due: Measured drawing exercise
Sketchbooks

Dec. 13 **Final Exam**
Time and location TBD

STATEMENT FOR STUDENTS WITH DISABILITIES

Any student requesting academic accommodations based on a disability is required to register with Disability Services and Programs (DSP) each semester. A letter of verification for approved accommodations can be obtained from DSP. Please be sure the letter is delivered to me as early in the semester as possible. DSP is located in STU 301 and is open 8:30 a.m. to 5:00 p.m., Monday through Friday. The telephone number for DSP is (213) 740-0776.

STATEMENT ON ACADEMIC INTEGRITY

USC seeks to maintain an optimal learning environment. General principles of academic honesty include the concept of respect for the intellectual property of others, the expectation that individual work will be submitted unless otherwise allowed by an instructor, and the obligations both to protect one's own academic work from misuse by others as well as to avoid using another's work as one's own. All students are expected to understand and abide by these principles. *SCampus*, the Student Guidebook, contains the Student Conduct Code in Section 11.00, while the recommended sanctions are located in Appendix A: <http://www.usc.edu/dept/publications/SCAMPUS/gov/>.

Students will be referred to the Office of Student Judicial Affairs and Community Standards for further review, should there be any suspicion of academic dishonesty. The Review process can be found at: <http://www.usc.edu/student-affairs/SJACS/>.

BIBLIOGRAPHY

Arbogast, David. *How to Write a Historic Structure Report*. New York: W. W. Norton and Company, 2010.

Brown, W. Morton III, Kay D. Weeks Gary L. Hume, and H. Ward Jandl. *The Secretary of the Interior's Standards for Rehabilitation with Illustrated Guidelines for Rehabilitating Historic Buildings*. Washington, D.C.: Technical Preservation Services, U. S. Department of the Interior, 1992.

Bucher, Ward, and Christine Madrid, eds. *Dictionary of Building Preservation*. New York: John Wiley & Sons, 1996.

Derry, Anne, et al., *Guidelines for Local Surveys: A Basis for Preservation Planning*. Washington D.C.: National Register of Historic Places, U.S. Department of the Interior, 1977.

Gottfried, Herbert and Jan Jennings, *American Vernacular: Buildings and Interiors*. New York: W. W. Norton and Co., 2009.

Grimmer, Anne, compiler. *Historic Building Interiors, An Annotated Bibliography*. 2 vols. Washington, DC: U.S. Department of the Interior, National Park Service, Cultural Resources, Preservation Assistance Division, 1994.

Groth, Paul and Todd W. Bressi, eds. *Understanding Ordinary Landscapes*. New Haven: Yale University Press, 1997.

"HABS/HAER Photography: Specifications and Guidelines," Washington, D.C.: U.S. Dept. of the Interior, National Park Service, Historic American Buildings Survey/Historic American Engineering Record, 1997.

Jester, Thomas C. ed. *Twentieth-Century Building Materials: History and Conservation*. New York: McGraw-Hill, 1995.

McDonald, Travis C., Jr. *Preservation Brief 35: Understanding Old Buildings: the Process of Architectural Investigation*. Washington, D.C.: National Park Service, 1994.

Lanier, Gabrielle M., and Bernard L. Herman. *Everyday Architecture of the Mid-Atlantic: Looking at Buildings and Landscapes*. Baltimore: the Johns Hopkins University Press, 1997, pp. 316-350.

Maliszewski-Pickart, Margaret. *Architecture and Ornament: An Illustrated Dictionary*. Jefferson, North Carolina: McFarland & Company, Inc. 2009.

Murtagh, William J. *Keeping Time: The History and Theory of Preservation in America*. Revised ed. New York: John Wiley & Sons, 1997.

National Register Bulletin 15: How to Apply the National Register Criteria for Evaluation, Washington, D.C.: National Park Service. n.d.

Nelson, Lee H., FAIA. *Preservation Brief 17: Architectural Character: Identifying the Visual Aspects of Historic Buildings as an Aid to Preserving their Character*. Washington, D.C.: National Park Service, 1988.