

ARCH 552: INTRODUCTION TO HISTORIC SITE DOCUMENTATION

Semester: Fall 2012
Day and Time: Fridays, 10:00 a.m. to 11:50 a.m.
Location: WAH 212
Instructor: Katie E. Horak, MHP
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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 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.

SUGGESTED READINGS:

- Virginia and Lee Alexander McAlister, *A Field Guide to American Houses*. New York: Knopf, 1984.

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
- 15% DPR forms: Individual Building Evaluation
- 15% DPR forms: District Evaluation
- 5% Measuring Exercise
- 15% Sketchbook Completion/Presentation
- 15% Final Exam
- 5% Class participation

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 a sketchbook through the medium of their choice. Sketches will be presented at the beginning of each class session (one or two students per class); every student is required to present an entry of their sketchbook at least once during 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. 31 **Introduction**
Review of the purposes and direction of the course
Introduction to observation and investigation (site visit, on campus)

- Sept. 7 **The 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]

City of Los Angeles, *Preservation Plan Workbook, Architectural Styles*

<http://www.preservation.lacity.org/hpoz/plan>

Sept. 14

The Language of Architecture II

Description of exterior elements, setting, site and landscape

Field analysis (on campus)

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>

Due: Residential architectural styles exercise

Sept. 21

Architectural Photography

Introduction to photographic information gathering

Guest lecturer

Reading: Burns [pp. 52-87]

Carter and Cromley [pp. 19-43]

Sept. 28

National, State and Local Registers

Eligibility criteria

Integrity aspects and thresholds

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

Multiple Property Documentation method

Reading: National Register Bulletin 15: How to Apply the National Register Criteria for Evaluation

<http://www.nps.gov/history/nr/publications/bulletins/nrb15/>

National Register Bulletin 16: How to Complete the National Register Multiple Property Documentation Form

<http://www.nps.gov/nr/publications/bulletins/nrb16b/>

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

Due: Written Descriptive Analysis
Architectural photography exercise

Oct. 5 **California Dept. of Parks and Recreation (DPR) 523 series forms**
Use of standardized forms for the recordation of historic resources

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

Sample DPR forms (provided)

Oct. 12 **Field Investigation**
Conditions assessment and documentation
Identifying later alterations and additions

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

Carter and Cromley [pp. 45-81]

Oct. 19 **Historic Structures Reports and Cultural Landscape Reports**
Purpose, goals and utility of historic structures reports and cultural landscape reports
Site visit: Village Green, Baldwin Hills (meet on site)

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

California Office of Historic Preservation: Historic Structures Report Format
http://ohp.parks.ca.gov/?page_id=1069

Village Green Historic Structures Report
<http://villagegreenla.net/rules.html>

Due: DPR forms: *Primary Record* and *Building, Structure and Object Record* set (California Register evaluation)

Oct. 26

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. 2

NO CLASS

Nov. 9

Historic Resources Surveys II

Integrity analysis: Contributing and Non-Contributing elements
Site Visit: TBD

Nov. 16

New Methods of Documentation

GIS and its applicability for historic resource documentation
Guest lecturer

Nov. 23

THANKSGIVING BREAK – NO CLASS

Nov. 30

HABS/HAER/HALS Documentation Methods and Standards

An overview of HABS/HAER/HALS documentation standards: history and application

Reading: Burns, [pp. 2-51; 88-139]

Due: DPR forms: *Primary Record* and *District Record* set (California Register evaluation)

Dec. 7

Field Measuring Exercise

Guest lecturer

Due: Sketchbooks

Dec. 14 **Final Exam**

Due: Measuring exercise

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.

Architectural Graphic Standards. Ninth Edition, The American Institute of Architects. New York: John Wiley & Sons, Inc., 1994.

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.

Burns, John, et al., eds. *Recording Historic Structures: Historic American Buildings Survey/Historic American Engineering Record*. 2nd edition. New York: John Wiley & Sons, 2003.

Carter, Thomas and Elizabeth Collins Cromley, *Invitation to Vernacular Architecture: A Guide to the Study of Ordinary Buildings and Landscapes*. Knoxville: University of Tennessee Press, 2005.

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.

McAlister, Virginia and Lee Alexander, *A Field Guide to American Houses*. New York: Knopf, 1984.

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.

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.