

## Cultural Resources

# Historic Resources Survey

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## OVERVIEW

GDOT conducts historic resources surveys for projects to ensure compliance with Section 106 of the National Historic Preservation Act or the Georgia Environmental Policy Act (GEPA). This guidebook sets the basic standards for a project's historic resources survey, including conducting background research and on-site field investigation and documentation. It should be used in conjunction with GDOT's *Section 106 Cultural Resources Manual* (CR Manual).

The historic resources survey is the process by which qualified Historians research, visit, and record all aboveground properties fifty years of age or older within a project's area of potential effects (APE) to identify National Register of Historic Places (NRHP) eligible or listed properties. This effort is the basis for the Historic Resources Survey Report (HRSR), which documents the survey and evaluation of historic resources. It is a component of the Section 106 and/or GEPA consultation process. The Historian must ensure the survey is comprehensive. The research and records produced by the survey should be thorough enough to support the NRHP evaluations documented in the HRSR.

## BACKGROUND RESEARCH

Background research is conducted during the Section 106 or GEPA initiation phase. Prior to the field survey, this initial research should be reviewed and additional desktop research conducted to inform the scope of field survey efforts and resource evaluations. Background research typically continues during and after the field survey, as applicable. The following basic list of sources should be used to conduct this research; however Historians should use additional data sources if relevant to the project APE for historic resources.

### National Register-listed Properties and National Historic Landmarks

NRHP-listed resources and National Historic Landmarks (NHLs) within the project APE should be identified during the consultation initiation phase. For project purposes, NRHP and NHL nomination documentation should be reviewed to determine if any changes have occurred to a property that would warrant eligibility reevaluation or boundary changes.

### GeoPI Database

GDOT's GeoPI searchable online database contains extensive project information. It may include previous historic resources documentation for adjacent or overlapping projects, and thus possibly previously documented properties. Historians should check GeoPI to prevent redundant resource documentation and evaluation.

### City and County Surveys/GNAHRGIS

Resources identified in Department of Natural Resources (DNR) city and county surveys (available through Georgia's Natural, Archaeological, and Historic Resources Geographic Information System, or GNAHRGIS) within the APE are identified during the consultation initiation phase. Prior city and county survey documentation may be helpful regarding the identification of changes to a resource over time or obtaining historical background information that may have been recorded. Note that NRHP eligibility recommendations within city and county documentation do not necessarily have formal State Historic Preservation Officer (SHPO) concurrence.

### Aerial Photography

The comparison of current and available historic aerial photographs for a project area is an excellent tool for identifying changes to land use and property development. Commonly used sources include:

- > University of Georgia (UGA) Map Room: An extensive collection of aerial photos, some accessible online through the Georgia Aerial Photographs web portal;
- > GDOT's Photogrammetry Department: A collection of GDOT-produced aerial photographs (coordinate with the GDOT Historian to access historic images);
- > County Tax Assessor Websites: County tax assessor websites may contain aerial photographs for multiple years; and
- > US Geological Survey (USGS): A collection of aerial photography through the USGS web portal EarthExplorer.

In addition to the above, several private companies offer aerial photography online.

### USGS and Historic Maps

USGS maps and other historic maps are excellent resources for identifying building development changes within a project area over time. Commonly used sources include:

- > USGS: Most USGS maps can be accessed through its TopoView web portal;
- > Sanborn Fire Insurance Maps: Available for cities and towns, the Digital Library of Georgia maintains an extensive collection of these maps, most are available online;
- > Historic GDOT County Maps and Project Plans: GDOT maintains an extensive collection of county maps and scanned plan sheets accessible online through the GDOT website and GeoPi database; and
- > US Department of Agriculture (USDA): The Digital Library of Georgia maintains a record of USDA soil survey maps which can also contain significant information.

Historians should also consider the historic maps available through the Georgia State Archives, Georgia Historical Society, and various university special collections libraries and archives, many of which are available online.

### Georgia Historic Bridge Survey

NRHP-eligible bridges documented in the Georgia Historic Bridge Survey (GHBS) within the APE should be identified during the consultation initiation phase. GHBS survey forms should be reviewed to determine if any changes have occurred to an NRHP-eligible bridge that may affect its eligibility. In addition, any bridge over 50 years of age should be reviewed for associations within a larger historical context, such as a potential contributing feature of a historic district.

### Georgia Historic Railroad Context

NRHP-eligible railroads documented in the statewide historic railroad context (titled *Georgia's Railroads, 1833-2015, Historic Context and Statewide Survey*) within the APE should be identified during the consultation initiation phase. Rail survey forms should be reviewed to determine what contributing features may be in the APE and if any changes have occurred to an NRHP-eligible railroad that may affect its eligibility or the status of contributing features.

### County Tax Assessor Records

Online county tax assessor records should be searched prior to the field survey to identify all resources that are 50 years of age or older within the project APE. Because tax records can be incomplete or contain errors, discretion and professional judgment should be used when comparing tax assessor data to conditions encountered during the field survey. Some online tax assessor data may also contain build dates for outbuildings and information regarding past sales and transfers.

Local public records are also useful when researching neighborhoods and potential historic districts. Deeds and plat maps may indicate a neighborhood's developers, its evolution over time, and associated contractors, such as surveyors, engineers, and architects.

## Local and Archival Research

Local research is often critical to understanding the significance of historic resources and how they fit into the local historical context. City and county history and genealogy rooms, often at local libraries, typically house the extent of published sources on local history. City Directories are available for most large Georgia cities and can be an excellent source for determining prior property use. Genealogical and cemetery websites can sometimes prove invaluable when family history and records can inform a resource's or an area's context.

Cities and larger towns sometimes have distinct archives dedicated to preserving local records. The Georgia Archives, the Georgia Historical Society, and various university and college archives should also be consulted as relevant.

When necessary, county deed records, typically held by the local Clerk of Courts, can clarify a property's past ownership, sales, and transfers, and often dates of improvements. As noted, subdivision plats can confirm a development's original layout, its developer and associated contractors, and sometimes a neighborhood's evolution in phases.

## Historic Context Studies

GDOT and others have prepared historic contexts and/or evaluation guidelines for select resource types in Georgia. Studies include, but are not limited to, *Georgia's Living Places: Historic Houses in Their Landscaped Settings*, *The Ranch House in Georgia: Guidelines for Evaluation*, *Historic Streetcar Systems in Georgia: Context and Inventory*, *Tilling the Earth: Georgia's Agricultural Heritage*, *Georgia's Old Federal Road*, *Georgia's Modern Apartment Complexes*, *Georgia's Railroads, 1833-2015*, *Historic Context and Statewide Survey*, and *Atlanta Housing 1944-1965*. As applicable, these studies should be used to inform the historic resources survey; most are available online.

Where applicable, historic contexts and/or guidelines from other states, agencies, or organizations may prove useful to understanding and documenting a resource and can be utilized as needed. Various published materials can also be used. Examples range from NRHP bulletins to books documenting specific resource types, like gas stations and motels.

## Personal Interviews

Personal interviews with property owners or long-time local residents are often the best means to obtain information specific to a historic resource and may be critical to understanding a property's historic significance. Field interviews are preferable, but phone interviews can often yield comparable results. If needed, a letter could also be developed in coordination with the GDOT Historian and sent to a property owner indicating the purpose of the survey and contact information. In addition, property owners may have historic photographs or other records that may inform a resource evaluation.

## FIELD SURVEY LIMITS

The field survey is conducted to positively identify all buildings and structures 50 years of age or older, including potential historic district and NRHP-listed properties, within the project APE. Note that the GDOT Environmental Survey Boundary (ESB) is used to identify where a project is located, as well as its general begin and end points. But this does not mean the Historian should necessarily adhere to the limits in the ESB. Any concerns with the ESB limits should be coordinated with the GDOT Historian prior to field survey. For example, if the limits of an ESB seem excessive given the narrower scope of a project.

The APE is developed during the consultation initiation phase and typically includes areas of proposed construction and viewsheds to and from the project area, among other considerations. Surveyors will use their professional judgment in the field to identify properties within the project's viewshed and thus in the APE. For example, a property near or adjacent to a highway proposed for improvement and with clear, unobstructed views to the roadway would be included in the APE, as the roadway and project area would be a visual component of the property. Properties where significant distance, vegetation, topography, buildings (historic or otherwise), or other factors obscure views to the project area may not be considered within the APE. Historians should visit all properties where the project could be a component of their viewsheds and make on-site judgements regarding inclusion within the APE and the corresponding need for documentation. Some projects with a limited scope of proposed activities may have special considerations in defining the APE. For example, Rectangular Rapid Flashing Beacon (RRFB) signage can have a discreet APE limited to physical effects. Any determinations of a discreet APE should be in consultation with the GDOT Historian.

For large and/or complex projects that are anticipated to have a lengthy planning process, GDOT may require a lower age threshold for the historic resources survey to extend the HRSR's period of validity. For example, a large-scale new location project with no defined schedule may identify resources 45 years or older in order to allow time for project planning. But such surveys should only occur after coordination with the GDOT Historian.

As part of the forthcoming HRSR, a Property Information Form (PIF) will be completed for each resource within the APE and will include information obtained during background research and the field survey and the resource's NRHP eligibility evaluation.

## NRHP CRITERIA FOR EVALUATION

During both background research and the field survey, the Historian should consider the four NRHP Criteria for Evaluation, the Criteria Considerations, and the seven Aspects of Integrity while identifying, documenting, and evaluating each resource. These qualifications are detailed in the National Register bulletin *How to Apply the National Register Criteria for Evaluation*. Properties may be eligible for the NRHP within a national, state, or local level of significance if they meet one or more of the NRHP Criteria for Evaluation.

### Criterion A: an Association with Historically Significant Events

Examples could include a resource associated with a specific event, such as land where a battle took place or a building where an important meeting took place, or with a pattern of events, such as store buildings for commercial importance, a farm that represents historic agricultural trends, or a school that conveys educational development.

### Criterion B: an Association with a Historically Significant Person

The association must be with an individual who is demonstrably important in history, and the resource should be associated with the person's important achievements or productive life.

### Criterion C: a Historically Significant Design or Construction, the Work of a Master, or High Artistic Value

Typically all buildings and structures are evaluated under this criterion and may be significant if they are a good and intact example of a type or style of architecture, structure, or landscape, or as an example of an important architect's, engineer's, or designer's work.

### Criterion D: Research and Data Potential

Although more typically applied to archaeological sites, a building or structure could be significant under this criterion if it contains important information, such as where study could yield information on historically significant innovations in local design or construction.

Per NRHP guidelines, cemeteries, birthplaces, graves of historical figures, properties owned by religious institutions or used for religious purposes, structures that have been moved from their original locations, reconstructed historic buildings, properties primarily commemorative in nature, and properties that have achieved significance within the past 50 years are not considered eligible for the NRHP. However, these properties may qualify if they are significant within the context of an NRHP-listed or eligible historic district, or if they individually meet the NRHP Criteria for Evaluation and applicable Criteria Considerations.

### NRHP Aspects of Integrity

To be considered eligible for the NRHP, a resource that appears to have one or more of the NRHP Criteria for Evaluation must also convey that significance through the retention of relevant Aspects of Integrity, which include:

- > Location: The place where a building or structure was constructed, or where the associated historic event or pattern of events occurred;
- > Design: The elements or features that define its form, plan, structure, and style;
- > Setting: The physical environment of a historic property, including features both within a resource's immediate vicinity as well as those that surround it (elements within a house's property parcel, as well as the surrounding properties and possibly viewsheds beyond);

- > **Materials:** The physical elements that were combined to create the historic property, such as the various specific components used to construct a building or bridge;
- > **Workmanship:** The physical evidence of the vocational crafts used to create the historic property;
- > **Feeling:** A property's expression of the aesthetic or historic sense of a particular period of time, described as the "feeling" a person from the past would have upon revisiting a historic property today (Would the resource still "feel" familiar to them?); and
- > **Association:** The direct link between an important historic event or person and a historic property. For properties evaluated under Criterion C, it can be understood as how well a resource conveys its association with a design or engineering trend, such as a type or style of residential architecture.

Integrity should be evaluated in the context of what makes a particular property potentially significant. Not all aspects of integrity are necessarily relevant to the significance of every NRHP-eligible property. Therefore, determining which of these aspects is important to a particular property requires knowing why, when, and where the property is significant. For example, integrity of setting may not be critical to the NRHP evaluation of a house which appears to be significant under Criterion C as a good example of a type or style. On the other hand, integrity of setting could be crucial to evaluation of a farm property under Criterion A due to the level of non-historic development within its property.

## RESOURCE TYPES

### Individual Buildings

During the field survey, the following tasks should be accomplished for all individual buildings 50 years of age or older:

1. Each principal building 50 years of age or older must be inspected. Field notes should include architectural details and information regarding additions and alterations; accessory buildings should also be inspected. The property's immediate and general settings should be noted.
2. Each principal building must be photographed, including all exterior elevations (facade, side elevations, and rear elevation) any significant or unusual architectural features, and any alterations that may factor into the resource's significance and/or integrity evaluation.
3. Accessory buildings 50 years of age or older should also be photographed in a manner that clearly indicates their design. Oblique views may suffice for small outbuildings, whereas large or complex buildings may require more comprehensive photography. Alterations to accessory buildings should also be photographed. Photography should also include general views of non-historic outbuildings to

distinguish them from historic-period buildings and document their presence within a resource's setting.

4. Various panoramic views should be photographed to indicate the relationship of the principal building to any accessory buildings and to existing roadways and rights-of-way (ROW). Landscape features should also be photographed.
5. Dependent on property owner permission, important interior features should also be photographed. Interior photographs may confirm a building's plan, and significant interior features for documentation could include mantles, staircases, doors, windows, and other pertinent architectural features and materials. An interior plan sketch may also prove useful for inclusion in the HRSR.
6. Whenever possible, property owners or local residents should be interviewed to confirm a resource's date of construction, use, changes over time, and other pertinent historical information. This information can be critical to understanding a resource's potential significance or association within a given historic context.
7. If a resource is anticipated to be recommended NRHP eligible, county records, including tax and deed records, should be reviewed as applicable to confirm date of construction and to establish the proposed NRHP boundary. For example, these records can indicate the former extent of agricultural properties.
8. During both research and the field survey, the Historian should keep in mind the critical importance of developing logical, justifiable, and defensible NRHP boundaries which will be recorded in the forthcoming HRSR. A proposed boundary should include those features that contribute to a resource's historic significance and NRHP eligibility, as well as retain integrity.

In conjunction with thorough background research, the Historian should make every effort to identify a potentially NRHP-eligible property's contributing features during the field survey, which will also inform the proposed NRHP boundary. Contributing features are a resource's historic physical components that contribute to its historic significance, and can include accessory buildings, structures, and landscape features; physical features that are not historically significant or non-historic will typically be considered non-contributing. Thus, it is critical for the Historian to determine as soon as possible which physical features, whether structural or landscape, date to the historic period and may be potentially significant and therefore possibly contributing. Making such determinations during development of the project's Assessment of Effects document should be avoided.

An eligible resource's proposed NRHP boundary may correspond to a resource's legal boundary. However, for resources on large land holdings, a smaller, visual boundary may be warranted if the existing land holdings do not appear to represent an intact and historically significant boundary. Intrusions and other alterations that may affect boundary consideration should be documented to potentially justify their exclusion or a smaller visual boundary if determined more appropriate.



A potential NRHP boundary abutting a roadway typically extends to the existing ROW line. However, Historians should identify and document any potentially contributing features that may be wholly or partially located within the ROW, such as historic vegetation, an uninterrupted lawn, steps, or walls. In these instances, the proposed NRHP boundary may extend into the existing ROW to include the contributing features.

### Historic Districts and Multiple Resource Areas

For any potential historic districts identified within an APE, the Historian must complete the following:

1. Record a description of the area, including its overall design and road configurations, and its setting as well as the prevailing architectural types and styles present. This description should reflect the relative scale and complexity of the area, conditions within it, and changes over time.
2. Photograph the district to include multiple examples of the representative architectural types and styles and multiple examples of representative streetscapes or other design features. Also record the potential district's setting through panoramic views along roadways proposed for improvement; include views along rights-of-way. Although representative resources and views within the whole historic district should be documented, particular attention should be focused on resources within the APE. As applicable, intrusions and the degree of alteration within the area, whether to buildings, structures, or the landscape, should also be represented in photography.
3. The Historian should consider the area being surveyed relative to the photo-documentation that may be required to adequately convey it, and complete ample photography to support forthcoming report documentation. For example, a large suburban residential district with hundreds of houses and a smaller number of associated commercial and institutional buildings may be represented by an array of representative residential photographs and images of the commercial buildings and principal institutional buildings. In contrast, photography for a small rural crossroads community of a dozen buildings can be comprehensive.
4. If the district appears to be NRHP eligible, the Historian should use background research and field inspection to inform and delineate the proposed district NRHP boundary on applicable mapping. For example, a residential district may correspond to historical development as indicated in historic plats, but all areas, including potential district edges, should be surveyed for confirmation and to identify and document contributing features and/or intrusions, alterations, or other conditions that may affect boundary delineation. Particular attention should be focused on areas within or in the vicinity of proposed project work.
5. If the potential district does not appear to be NRHP eligible (i.e. the properties are associated but do not appear to be significant and/or lack integrity as a whole), the

area should be referred to as a multiple resource area (MRA) in field notes and in the forthcoming MRA PIF.

All individual resources located within both the MRA and the APE should be photographed for brief individual description and evaluation in the MRA PIF. At a minimum, a representative view of each individual MRA resource within the APE will be required in the MRA PIF; additional photos may be required to demonstrate alterations that affect an individual resource's eligibility.

If any individual resources located concurrently within the MRA and the APE appear to have important associations or are particularly good examples of their type, and thus are potentially significant outside of their association with the MRA, they should be documented as "Individual Buildings" per the guidelines above. Although these resources will be briefly discussed in the MRA PIF, they will require documentation and NRHP evaluation within a separate individual PIF.

### Bridges

The Historian will determine if any bridges located within the project APE are included in the current GHBS. For bridges included in the GHBS, the Historian will only need to attach the bridge survey form to the HRSR; an individual PIF will not be required. However, Historians should also consider that a bridge, regardless of GHBS status, could be a contributing feature of a larger or more complex resources, such as a historic district, railroad, or public works project.

For any bridge 50 years of age or older located within an APE that is not included in the GHBS, a PIF will be required for the forthcoming HRSR, and the Historian must complete the following:

1. Each bridge will be photographed. Photographs will include all elevations, the substructure, the super-structure, the approaches, and details of the bridge railings or other pertinent features such as a bridge plate or an incised date. Panoramic views recording the bridge's setting will also be photographed.
2. If views are not obtainable due to field conditions, the GDOT GeoPI website may have photographs that could be used in place of field survey photographs.
3. Through background research and/or fieldwork, the following information will be required for the forthcoming PIF: name of bridge (as applicable); GDOT bridge serial number; GDOT district; owner; date of construction; number of trusses or spans; overall length; width of bridge; and truss or span type and length. This information is typically available through GDOT's GeoPI online database.

If potentially NRHP eligible, the proposed NRHP boundary will consist only of the dimensions of the bridge unless the bridge is sited in a unique and historically significant setting that warrants inclusion within the proposed boundary.

### Railroads

The Historian will determine if any railroads located within the project APE are included in the statewide railroad context, *Georgia's Railroads, 1833-2015, Historic Context and Statewide Survey*. For railroads included in the rail context, and for which only rail alignment and/or a depot is or was located within the APE, the Historian will only need to attach the relevant railroad PIF or contributing feature survey form (if a component of an eligible rail system) to the HRSR; an individual PIF will not be required.

Any other rail-specific features known or likely to be 50 years of age or older associated with an NRHP-eligible railroad (such as a bridge or section house) should be photographed for inclusion in a PIF evaluating their contributing status to an eligible railroad.

For any railroads 50 years of age or older located within an APE that are not included in the rail context, a PIF will be required for the HRSR. Railroad spurs, short industrial or logging lines, or other short lines may not have been recorded and evaluated in that context. The Historian should refer to the rail context and, at a minimum, photographically record the extant railroad corridor within the APE and its vicinity.

### Cemeteries

All cemeteries located within the project APE and at least 50 years of age shall be considered historic resources and evaluated for NRHP eligibility under Criteria A, B, and C and utilizing the NPS bulletin *Guidelines for Evaluating and Registering Cemeteries and Burial Places*. Photography should include representative views within the cemetery, examples of grave markers, and views of the general setting and the cemetery's relationship to adjacent roadways. If it appears to be eligible under Criteria A, B, or C, the Historian will base the proposed NRHP boundary on historic documentation and aboveground features and conditions.

Cemeteries are also archaeological resources; therefore, the Historian should coordinate findings with the project Archaeologist and follow specific GDOT guidelines for cemetery evaluation and developing the PIF. The Historian and Archaeologist should discuss initial survey findings and research as soon as possible in the event it may inform further research and/or survey and NRHP eligibility and boundary evaluations. Refer to the Archaeology Survey Guidebook for further information regarding cemetery coordination and boundary determinations.

### Coordination for Shared Archaeological Resources

The Historian should coordinate with the project Archaeologist on other "shared" resources that are aboveground historic built resources but that also have known or possible archaeological potential within the survey area. Such resources include but are not limited to cemeteries, battlefields, mills, the Trail of Tears, the Old Federal Road, and early farmsteads. Coordination between the Historian and Archaeologist should be initiated as soon as possible to discuss initial findings that may inform further research, survey, and documentation, as well as NRHP eligibility evaluations and boundary determinations.

### Other Resources and Specific Resource Types

Historians should be aware that other built resources 50 years of age or older may be located within an APE and require documentation. Examples may include significant linear resources such as important early roadways or highways (such as the Dixie Highway) or canals. Monuments or works of art may also be resources. Any built feature that meets the 50-year threshold and has the potential to convey significance may warrant documentation and evaluation. When in doubt, confer with the project's GDOT Historian.

In addition, the Historian should evaluate the specific resource types within the parameters of completed historic context studies (see Background Research above).

Historic markers, such as those placed by the Georgia Historical Society, are not evaluated for NRHP eligibility, but the presence of these should be noted during a field survey and this information provided to the GDOT Historian.

## ADDITIONAL CONSIDERATIONS

### Previously Documented Resources

Previous documentation for NRHP-listed properties or NHLs should be reviewed for comparison to current conditions. If there are no substantive changes, the nomination should be attached to the HRSR; dependent on the content of the original documentation, updated representative photography and/or a boundary map should also be attached. If there are meaningful changes, additional documentation in a PIF or technical memorandum will be required to address potential changes in eligibility and/or increase or decrease of existing NRHP boundaries.

In addition, for some GDOT projects, resources may have been previously documented, evaluated, and included in prior cultural resources surveys and consultation. Generally, prior documentation that has been concurred with by the SHPO or concurred with by GDOT's Office of Environmental Services (OES) for GEPA projects is considered to remain valid. However, the Historian should review this previous documentation for comparison to current conditions. If there are no substantive changes, the previous PIF or individual property documentation should be attached to the HRSR; dependent on this documentation's content, updated representative photography and/or a boundary map should also be attached. If a resource has been altered or its setting changed since documentation, these changes will require reevaluation in a new PIF.

### Resurveying and Additional Survey

A project APE will be resurveyed every five years until ROW has been certified to document any resources that have come of age since the original, or most recent, survey. Although SHPO concurrence or OES concurrence for GEPA projects is the date typically utilized to

measure this five-year period, the Historian should determine when the earlier survey and documentation actually took place to identify cases where it may have occurred before SHPO consultation. When in doubt, Historians should coordinate with the GDOT Historian to determine if additional survey is required.

Additional survey could also be required if project ROW has been certified, however 10 years have passed, and ROW has not yet been purchased or less than half of requisite parcels have been acquired. This circumstance should be coordinated with the GDOT Historian.

The additional survey will document any properties within the APE that have become 50 years of age or older since the last historic resources survey. Any additional PIFs will be included in an HRSR addendum.

A project may also require additional survey due to design changes that result in an APE increase. Survey would only be conducted in the expanded APE as long as other survey documentation is still within the five-year timeframe and therefore remains valid.

### Local and Regional Context

Historians should be aware of the local, project-level context. For example, a single house could be part of a larger neighborhood and potential historic district; an outbuilding on a large parcel could be a component of a historic farm. Even if only a portion of a resource is located within the project APE, the full extent of the resource should be surveyed, documented, and evaluated.

When applicable, Historians should also consider a larger regional perspective, such as the built environment and conditions in the project's vicinity and surrounding areas. A windshield survey can indicate the relative abundance or scarcity of a resource type in an area, as well as typical levels of integrity, which can inform NRHP evaluations.

### Access Issues

All properties 50 years of age or older require documentation in a PIF. If access to a property is denied by the property owner, representative or the best available views will be photographed from the ROW, and an explanation for the lack of full documentation included in the PIF. Tax assessor records may be a source for recent property photographs.

If a property is secured, posted, and/or otherwise inaccessible, representative or the best available views will be photographed from the ROW. In this situation, the Historian should make every effort to contact the property owner and arrange access. If unsuccessful, these efforts and the lack of full documentation should be explained in the PIF.

Likewise, if only partial access is gained due to some impediment, or views to a resource are obscured, this condition will be noted in the PIF, and the Historian should take the best photographic views available.

If access to a property is denied or otherwise not attainable, the Historian should document the resource to the extent possible and coordinate with the GDOT Historian regarding the access issue and the appropriate level of documentation in the PIF. Consultant and/or GDOT project managers may also be able to assist with access issues.

### Safety

Historians should always adhere to their organization's or their company's general safety guidelines and procedures. They should always make a good faith effort to identify themselves to property owners prior to beginning resource documentation and should never enter abandoned or vacant buildings.

*Guidebook Revision History*

Revision Description	Relevant Sections	Revision Date
Initial Publication	All	11/1/2022