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Produced by the Archaeology and Historic
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Acknowledgments

Since the NDCRS Site Form Manual was published in 1987 we have had input from Federal agencies and SHSND staff members regarding a need for some clarifications and additions. Changes in this edition are the result of input from Terry Del Bene (Bureau of Reclamation), Mark Hill (U. S. Forest Service), and Len Thorson, (SHSND).

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INTRODUCTION

Overview

The Division of Archaeology and Historic Preservation of the State Historical Society of North Dakota (SHSND) has a mandate from the Federal Historic Preservation Program to increase the number of cultural resources in the state recorded at a minimum documentation level. Minimum documentation level, as defined by the Department of the Interior, is "location, style, condition, significance, or research needed to determine importance of any property" (HCRS 1980:6). The North Dakota Cultural Resources Survey (NDCRS) site forms are designed to record cultural resources at that level. This training manual introduces the researcher to the NDCRS computerized data bank system and explains how to properly complete the NDCRS forms. The information in the NDCRS system is used in developing a comprehensive plan for management of North Dakota cultural resources.

Why Computerize?

The first page of the NDCRS site form information is arranged for entry into the NDCRS computerized data bank. The decision to computerize information, rather than continuing to rely solely upon a card file system, was motivated by a number of factors. One was the difficulty of managing a vast body of non-standardized site information collected from approximately 30,000 cultural resources. The quality and quantity of information for each site ranged from full-scale excavation reports to vague references concerning possible site locations. In addition, the descriptive terminology varied according to the recorder's background and made comparison among sites difficult. Computerization offered the opportunity to review all data and to standardize terminology; this will facilitate cross-comparison studies.

Computerization also makes distribution studies, statistical manipulations, and rapid retrieval feasible by reference to any single element or combination of several elements. Rapid file searches, regardless of the size of the study area, can be completed by using interactive terminals connected to the computer through telephone lines. Furthermore, computer tapes and discs provide backup to the fragile paper file system, one that is vulnerable to fire, water, and erosion from constant utilization.

How to Complete a Site Form

The North Dakota Cultural Resources Survey system consists of a package containing a training manual, three different site forms, and three field manuals. This document is the training manual; it teaches a researcher how to complete the three site forms and explains every portion of the forms in a step-by-step format. The three forms are: (1) Archaeological, (2) Historical Archaeological, and (3) Architectural. Each is specifically designed to collect minimum documentation for each type of resource. The field manuals appear on the reverse of page 1 on each of the three forms; they list codes used in the field by a researcher who has already studied the training manual. Each form is designed to collect relevant information about a specific type of resource; each, therefore, has unique elements yet, all collect some information common to all types of sites. For example, the topographic map, sketch map, and photo pages are the same for all three types. Archaeological and Historical Archaeological site forms also use the same second, third, and fourth pages (Descriptive Section) and thus only differ in page 1 (Coded Section).

Deciding which form to complete is easy. If a standing structure is present, use the architectural form. If a structure is no longer standing but archaeological evidence is present, such as a depression or scatter of historical artifacts, use the Historical Archaeological form. If the site is prehistoric, use the archaeological form.

In the situation where a site has more than one component, use a combination of the forms to record all of the components. For example, if a house stands beside a stone circle and is surrounded by a scatter of historic materials, follow these steps: (1) complete page 1 of the Archaeological or Historical Archaeological site form; (2) complete Section II on page 1 of the other two forms; (3) complete the Archaeological and Architectural Descriptive Sections, (4) complete the Map and Photo Section, (5) use the same SITS Number or Field Code on all forms to link them together.

When a site has multiple components number all standing structures in consecutive order beginning with one prior to assigning numbers to features of the archaeological components. This is a necessary aspect of the computer program for the architectural forms.

Some computer terminology used in the manual may be unfamiliar and thus should be briefly reviewed. The term "field" refers to a single element or piece of information. Each field is identified by a unique name. Examples of fields are Site Name, Conical Timber Lodge, and Site Area. Occasionally, the term "right justify" will be used. This means to begin in the field's right margin and write backwards to the left. It is essential to right justify when entering numbers; in integer (i.e. number) fields blanks are equal to zeros, and therefore the position of a number changes its value. For instance, if one wishes to record the number five, 5 equals five, but 5 equals five hundred. In this example, the former is a case of "right justify" and the latter is the opposite, or "left justify." Character (i.e., alphabetic) fields, such as Site Name, where the entries are generally letters, can be left justified, but integer fields like Elevation must be right justified.

Proper completion of site forms depends upon a few general rules:

1. Use a soft lead pencil on page 1, Coded Section, and print legibly. Do not type page 1. Send the pencil copy to the SHSND. Do not send a xerox copy because errors are easier to correct when written in pencil.
2. Type pages 2, 3, and 4, and ink maps.
3. Maps, photographs, and photocopies of topographic maps should be archival quality.
4. Don't guess. Always consult the manual or contact the Archaeology and Historic Preservation Division to ask for clarification.
5. A blank field means "absent" or "unknown." When indicating "unknown" explain in the Descriptive Section why the information was not collected.
6. Whenever "other" is coded in a field, describe what "other" represents in the Additional Information field, or in the Descriptive Section.

7. If legal descriptions or any other piece of information are more extensive than the blanks provided on the form, complete a) only those fields with the additional data, b) and the field code or SITS Number fields on additional coded pages. Attach the additional pages to the rest of the form.
8. Re-check all forms before submitting them to the SHSND for SITS Numbers. Be careful to confirm that the legal descriptions are correct.
9. Mail the completed form(s) with a cover letter to the Historic Preservation Division, State Historical Society of North Dakota, North Dakota Heritage Center, Bismarck, North Dakota, 58505. Allow a maximum of 15 working days for processing.

How to Change Information

The status of sites is dynamic, and recording errors do occur. The procedure for changing data is similar to the procedure for recording the site. To change information on page 1, coded Section, simply write "update" in large letters across the top of the page, enter the SITS Number, Field Code, or legal description, and then enter only the corrected data. Leave all fields blank that are not to be changed. Mail the updated form to the address given in rule 9 above. Changes to the Descriptive Section can be handled by typing the changes and the SITS Number, Field Code, or legal description on a continuation form and mailing to the SHSND. Please submit updated information for every site that you have tested or mitigated to keep the site files current.

How to Use the Computer System for Data Retrieval

Site data is stored on hard disks in the State of North Dakota's IBM 4341 mainframe computer. Backup files are maintained on magnetic tapes and hard copy is stored by the Society. Computerized data is physically accessible only with consent of the Society via terminals in Society offices, Central Data Processing User Center, all State agency terminals, or through a modem. Most computers capable of emulating a 3270 IBM system are compatible. Retrieval programs currently available for architectural sites are searched by legal descriptions, site names, and site numbers. However, with additional programming it will be possible to search by any variable or combination of variables. Historical archaeological and archaeological sites have retrieval programs enabling searches by any variable or combination of variables. The programming language supported by the database (ADATABASE) is NATURAL. For more information, contact the Historic Preservation Division, State Historical Society of North Dakota, North Dakota Heritage Center, Bismarck, North Dakota, 58505.

NDCRS SITE FORM
ARCHAEOLOGICAL SITE FORM
Page 1 (TM'S)

BACK OF FRONT PAGE FEATURE TYPE (JEAN'S)

PAGE 4 DESCRIPTIVE SECTION (TIM'S)

FIELD MANUAL
NDCRS ARCHAEOLOGICAL SITES

NDCRS ARCHAEOLOGICAL SITE FORM
CODED PAGE
PAGE 1

SECTION I. SITE IDENTIFICATION

The Site Identification Section gathers information concerning site location and identification. Accuracy is extremely important in this section because this information is primarily used in conducting file searches. An error can result in loss of protection for a site and will make retrieval of information difficult.

SITS # The Smithsonian Institution Trinomial System Number (SITS#)
is composed of three parts: state, county, and site number.

STATE The number "32" for the state of North Dakota has already
been entered for all site forms. If the site you are recording
is located in a different state, please use that state's site form.

COUNTY Enter the two letter abbreviation for the county. Below is
a list of the county abbreviations.

- | | |
|----------------------|------------------|
| Adams.....AD | McLean.....ML |
| Barnes.....BA | Mercer.....ME |
| Benson.....BE | Morton.....MO |
| Billings.....BI | Mountrail.....MN |
| Bottineau.....BU | Nelson.....NE |
| Bowman.....BO | Oliver.....OL |
| Burke.....BK | Pembina.....PB |
| Burleigh.....BL | Pierce.....PI |
| Cass.....CS | Ramsey.....RY |
| Cavalier.....CV | Ransom.....RM |
| Dickey.....DI | Renville.....RV |
| Divide.....DV | Richland.....RI |
| Dunn.....DU | Rolette.....RO |
| Eddy.....ED | Sargent.....SA |
| Emmons.....EM | Sheridan.....SH |
| Foster.....FO | Sioux.....SI |
| Golden Valley.....GV | Slope.....SL |
| Grand Forks.....GF | Stark.....SK |

Grant.....GT	Steele.....ST
Griggs.....GG	Stutsman.....SN
Hettinger.....HT	Towner.....TO
Kidder.....KD	Traill.....TR
LaMoure.....LM	Walsh.....WA
Logan.....LO	Ward.....WD
McHenry.....MH	Wells.....WE
McIntosh.....MT	Williams.....WI
McKenzie.....MZ	

SITE NUMBER Leave blank unless a SITS number has already been assigned. The Smithsonian Institution Trinomial System (SITS) numbers are assigned by the State Historical Society of North Dakota. The number will be entered after the site form has been checked, and corrected, if necessary. After assignment, the number will be transmitted to the field investigator for his or her records.

FIELD CODE The field code makes it possible to enter the temporary field number that an investigator has assigned to a site into the computer. This will allow retrieval of information by the field code. The first spaces are used for a code to identify the agency, contractor, or institution who recorded the site. The remaining seven spaces should be utilized by the investigator to record project and/or site field numbers. The system used in numbering will be determined by the field investigator.

Abbreviations (Optional)

<u>CODE</u>	<u>AGENCY, CONTRACTOR, OR INSTITUTION</u>
AC	Archeological Consultants, Inc.
AR	Anthro Research, Inc.
ARE	ARESCO, Ltd.
AFS	Archaeological Field Services, Inc.
AU	Augustana College
BIA	Bureau of Indian Affairs
BLM	Bureau of Land Management
BOR	Bureau of Reclamation
CA	Commonwealth Associates, Inc.
CRM	Cultural Research and Management, Inc.
CRC	Cultural Resources Consultants, Inc.
EEl	Ecology and Environment, Inc.

ES	Ethnoscience
ESA	Environmental Systems Analysis
FA	Frontier Archeology
FMR	Four Mile Research
GAI	Gove Associates, Inc.
GCM	GCM Services, Inc.
GDA	Goodson and Associates, Inc.
HPC	High Plains Consultants
HAS	Historical & Archaeological Surveys, Inc.
HRA	Historical Research Associates
HRI	Historical Research, Inc.
IL	Impact, Ltd.
IRI	Iroquois Research Institute
JG	John and Mavis Greer
LTA	Larson-Tibesar Associates
MAC	Metcalf Archaeological Consultants
MAI	Mariah Associates, Inc.
MZA	Metcalf-Zier Archaeologists, Inc.
MRC	Mineral Research Center
MS	Moorhead State
MSC	Minot State College
NPS	National Park Service
NDA	North Dakota Archaeological Association
NDS	North Dakota State University
OAI	Overland Archeology, Inc.
PE	Powers Elevation, Inc.
PA	Professional Analysts
PAA	Pronghorn Anthropological Associates
SP	Senco-Phenix
SAI	Science Applications, Inc.
SHS	State Historical Society of North Dakota
TEH	Tim E. Holzkamm
UrID	University of North Dakota, Grand Forks
UW	University of North Dakota, Belfield
USC	U. S. Corps of Engineers
USF	U. S. Forest Service
WAP	WAPORA, Inc.
WCR	Western Cultural Resource Management, Inc.
WRW	W. Raymond Wood
WRA	Woolworth Research Associates

SITE NAME Enter the site name. If there is more than one name, enter the one most commonly used. If the site is unnamed, leave blank. Do not include the word "site" in the name.

MAP QUAD Write the name of the USGS topographic quadrangle used in plotting the location of the site. Enter the name as it is written on the quadrangle and abbreviate only when a word is abbreviated on the map. Don't include the word "quadrangle" or "quad" in the map name.

LEGAL DESCRIPTION The legal location of a cultural resource should be inclusive and accurate. All boundaries of a site should be included in the legal description. It is not sufficient, for example, to record only the center-point of a site, or to include the majority of the site while excluding portions of the site. Without the correct and complete location of a resource, protection of the total resource is impossible. If a $\frac{1}{4}\frac{1}{4}\frac{1}{4}$ is excluded from the legal description, that portion of the site will not be protected from future developments. Since all site records are based on legal locations, as are the Public Service Commission's avoidance and exclusion permitting maps, the State Historical Society of North Dakota needs to keep this data as accurate and up-to-date as possible.

To calculate the legal location of a resource, complete the following steps:

- 1) Draw the boundaries of the site on a 7.5 minute topographic quadrangle.
- 2) Place the southeast corner of a "40 acre land locator" or a "land area and slope indicator" exactly on the southeast corner of the section that contains the site. Orient the locator so that its eastern edge matches the eastern boundary of the section. The southeast corner is used as the datum point because all surveyors who worked on the original land survey of North Dakota began from this location in each section; as a result, this is the most accurate point in each section.
- 3) Observe the boundaries of the site through the indicator; write the description of each township, range, and all $\frac{1}{4}\frac{1}{4}\frac{1}{4}$ s of each section that contain portions of the site. If the site is smaller than 10 acres, it is possible to be more precise, but keep in mind that the locator is not very accurate below $\frac{1}{4}\frac{1}{4}\frac{1}{4}$ level (see Figure 1 for examples).

4) Condense the legal description without losing accuracy. For instance, if a site covers all of the $\frac{1}{4} \frac{1}{4} \frac{1}{4}$ s in the NE $\frac{1}{4}$, the legal location would be the NE $\frac{1}{4}$, Section __, T__ N., R__ W. If a site lies in the NE $\frac{1}{4}$ NE $\frac{1}{4}$ NE $\frac{1}{4}$ and the SE $\frac{1}{4}$ NE $\frac{1}{4}$ NE $\frac{1}{4}$, it would be just as accurate and more concise to write E $\frac{1}{2}$ NE $\frac{1}{4}$ NE $\frac{1}{4}$. Avoid using "center of" whenever possible. The center of a section has no definite boundaries and could include 1 to 160 acres.

As with any process, there are exceptions to the rule. In North Dakota there are many sections that are not exactly 640 acres in size. This is not a problem when a section is smaller than 640 acres as long as the land locator is positioned correctly on the southeast corner of the section. However, when the section is larger or irregular in shape and the site is situated outside the boundaries of the locator, the system breaks down. For these subdivide the section into quarters, then subdivide the quarters into quarters, etc.

LTL

Due to surveyor's errors made during the original platting of North Dakota, certain areas within the Sisseton Indian Reservation (Richland and Sargent Counties) have township numbers that are duplicated outside the reservation. Since the number of a township is used to locate a site, that number should be unique. Therefore, to distinguish between duplicate township numbers, the area within the boundaries of the reservation is called Lake Traverse Land (LTL).

Code as follows:

- O. No, the site is not within the LTL boundaries.
- 1. Yes, the site is within LTL boundaries.

TWP, R, SEC

Enter the numbers for township, range, and section that describe the legal location of the site. Remember to right justify.

Legal Descriptions:

Site A

NW¹/₄ NW¹/₄ NE¹/₄

Section 30, T. 100 N., R. 100 W.

Site B

NW¹/₄ NW¹/₄ &

N¹/₂ SW¹/₄ NW¹/₄ &

SW¹/₄ NE¹/₄ NW¹/₄ &

NW¹/₄ SE¹/₄ NW¹/₄

Section 30, T. 100 N., R. 100 W.

Site C

SE¹/₄ NW¹/₄ SE &

SW¹/₄ NE¹/₄ SE¹/₄ &

NW¹/₄ SE¹/₄ SE¹/₄ &

NE¹/₄ SW¹/₄ SE¹/₄

Section 30, T. 100 N., R. 100 W.

Site D

S¹/₂ SW¹/₄ SE¹/₄ &

SW¹/₄ SE¹/₄ SE¹/₄

Section 30, T. 100 N., R. 100 W.

Site E

SW¹/₄ Section 30, T. 100 N., R. 100 W.

Figure 1. Examples of correct legal descriptions for five imaginary sites.

SUBSECTION Subsection designations are entered in numbers to avoid
 QQQ keypunch error on this important item of information. For your
 QQ convenience, the numbering system is printed on the right
 Q margin of the form and is repeated below:

- | | |
|--------|--------------|
| 1. N ½ | 5. NE¼ |
| 2. E ½ | 6. SE ¼ |
| 3. S ½ | 7. SW ¼ |
| 4. W ½ | 8. NW¼ |
| | 9. Center of |

SECTION II. SITE DESCRIPTION
 ARCHAEOLOGICAL SITE FORM

FEATURE TYPE The Feature Type portion of the form is a list of site and feature
 types. Descriptive rather than functional terminology has been used in this
 list since the function of a site is usually unknown at the inventory stage.

 The Feature Type and Cultural Material Type portions of the form
 function as a checklist except that a "1" is used to indicate
 presence. Do not use a check mark. Combinations of site types and
 cultural material types should be used to describe all features and
 cultural materials observed on the site. General site types can be
 made more specific through the use of the cultural material list.
 For example, a lithic scatter is coded by placing a "1" in front
 of C. M. (cultural material) Scatter and a "1" in front of Stone,
 Chipped. In the computer blanks are equal to zeros; therefore, if a site type
 or cultural material was not observed, leave the field blank.

 Code as follows:

- 0. No, this type of site or feature was not observed.
- 1. Yes, this type of site or feature was observed.
- 2. Unknown, this type of site or feature was not directly
 observed, but its presence is probable.

 The types of sites and features are defined on pages 20 through 27.

CONICAL TIMBER LODGE	A standing structure composed of upright poles in the form of a cone. Also referred to as a standing tipi Hidatsa eagle trapping lodge, or winter lodge.
----------------------------	--

CM SCATTER	<p>Cultural material scatter is a concentration of cultural material within a definable area. Includes lithic scatter, bone scatter, sherd scatter, and is often synonymous with the terms "open occupation," "campsite," or "kill site."</p> <p>This general site type can be made more specific through use of the cultural material list as explained in the Feature Type portion of the manual.</p>
---------------	---

EARTHLODGE VILLAGE	A site which contains the ruins of earthlodge houses; these sites are sometimes fortified. Also known as Summer Village, Plains Village Tradition occupation. If the site is fortified, also code "1" for Fortification.
-----------------------	--

EARTHWORKS	An artificial structure made from earth, such as rampart, embankment, breastwork, or fortalice. Although mounds could fit into this category, these structures are coded separately.
------------	--

FORTIFI- CATION	A long, narrow ditch excavated for defensive purposes. Examples are fortification ditch, entrenchment, or fosse.
--------------------	--

GRAVE	Includes prehistoric cemetery, tomb, and any prehistoric human interment. If the grave is contained in a mound, code "1" for both Mound and Grave. If the grave was a pit burial, also code "1" for Pit.
-------	--

HEARTH	A feature that was used for a fireplace. A hearth may or may not be a pit. It is often characterized by the presence of ash, fire cracked rock, and/or soil stain.
--------	--

JUMP	Bison jump or animal jump is a cliff, drop-off, or steep bank of a gully that animals were driven over in order to cripple or kill them. It is usually characterized by a bone and lithic scatter at the base of the precipice. Occasionally, converging lines of stones or rock piles (drive line) are found leading to the cliff edge.
MOUND	An earthwork that often contains human graves. Three types of mounds occur in the region: conical, linear, and effigy.
OTHER ROCK FEATURES	This category includes all rock features except stone circles, which are listed separately. Examples of other rock features are rock cairn, drive line, fish weir, medicine wheel, stone effigy, and rock alignment.
PIT	A pit is a man-made hole in the ground. Included in this category are cache pit, post hole, post mold, refuse pit, eagle catching pit, house pit, human or animal burial pit.
QUARRY/ MINE	Quarries, mines, or rock outcrops used for procurement of raw lithic material. This type is also referred to as a lithic procurement area.
ROCK ART	Carved, incised, ground, pecked, or painted designs on rock, i.e., pictographs and petroglyphs.
ROCK SHELTER	Occupation site located under a rock outcrop or in the mouth of a cave.
STONE CIRCLE	Circle of rocks used to hold down the edges of a skin tent or for ceremonial purposes. Also referred to as a tipi ring.

TRAIL
(Not Recent) A rough path made across country by repeated passage. Only prehistoric trails are to be considered. New, paved, or gravel roads without historic origin should not be coded as trails. Historic trails should be coded on the historic code sheet (see pages 63).

MISCEL-
LANEOUS If the type of site you are recording does not fit into one of the given categories, code "1" for Miscellaneous and print the name of the site type on page 1, Section IV, Additional Information. Use this category as infrequently as possible.

ISOLATED
FIND A single isolated artifact or an occurrence of cultural material that is not sufficiently concentrated to be classified as a site.

CULTURAL
MATERIAL
TYPE If cultural materials were observed on the site, use the list of cultural material types to describe your observations.

Code as follows:

Blank or 0. Not observed.

1. Yes, this type of cultural material was observed or is known to have been present.
2. Unknown, but the presence of this type of cultural material is probable.

The cultural material types are defined on pages 63 through 64.

BONE
(WORKED) Any type of artifact made from bone. Examples: scapula hoe, fishhook, punch, awl, and spatula.

CERAMICS
(NATIVE) Any type of artifact made from baked clay. Examples; pottery, clay pipe, clay gaming pieces, clay effigy.

CHARCOAL A form of carbon produced by partially burning wood or organic matter that is found in a cultural context.

COPPER
(NATIVE) A reddish brown, malleable, ductile, and metallic element from a native source such as the Great Lakes region. Non-native copper artifacts or raw material should be coded as Trade Goods (Non-Native).

FAUNAL
REMAINS
(SKELETAL) Animal bone or shell that shows evidence of human alteration or is found in a cultural context. Tools made from animal bone or shell are not included. Enter data on tools in bone (worked) or shell (worked) categories.

FIRE
CRACKED
ROCK Rock found a cultural context that has been shattered by contact with heat.

FLORAL
REMAINS Pollen, seeds, spores, or other plant parts found in association with cultural materials or features or that show evidence of food processing or preparation.

FOSSIL Any hardened remains or traces of plant or animal life from some previous geological age preserved in the earth's crust.

This category includes all fossils except for fossilized wood when it has been utilized as a lithic raw material. Such a find is very common. Data is not being collected at present on types of lithic raw material. To avoid the collection of extraneous data, leave fossil blank where fossilized wood has been used as lithic raw material.

HIDE,
HAIR, FUR Non-human animal skin or pelt found in a cultural context.

HUMAN REMAINS	Remains of any part of a human corpse.
------------------	--

PROJECTILE POINT	Arrowhead, spearpoint, or dart.
---------------------	---------------------------------

SHELL (WORKED)	Artifact made from the hard outer covering of a mollusk such as a clam or gastropod.
-------------------	--

STONE, CHIPPED	Artifact or debitage produced by knapping (flaking) a siliceous rock. This category includes flakes, chips, shatter, and cores.
-------------------	---

STONE, GROUND	Stone artifact manufactured by grinding and/or polishing. This categories includes ground stone mauls, hammerstones, abraders, catlinite pipes, gaming pieces, etc.
------------------	---

TRADE GOOD (NON- NATIVE)	Artifacts, such as glass beads and metal, which were introduced by non-native traders.
--------------------------------	--

WOOD (WORKED)	Artifact made from wood such as travois pole or arrow shaft.
------------------	--

OTHER	Any cultural material that is observed but does not fit in to the general categories listed on the site form can be described by coding "1" for Other and writing the name of the type of artifact on page 1, Section IV, Additional Information. This field should be used infrequently.
-------	---

CM DENSITY	The purpose of the Cultural Material Density field is to measure the density of the distribution of material within a site. Select a category which most closely describes the site from the following:
------------	---

Blank or 0. No cultural material observed.

1. Sparse distribution. Cultural material is widely scattered (less than 1 item per square meter).
2. Medium distribution. Density of materials is greater than sparse but less than dense (approximately 1 item per square meter).
3. Dense distribution. Cultural material is concentrated (greater than 1 item per square meter).
4. (This category eliminated.)
5. Medium-Dense concentration(s) within a sparse scatter.
6. Dense concentration(s) within a medium scatter.
7. Denser concentration within a dense scatter.
8. Isolate.

SITE AREA

ENTER THE AREA OF THE SITE IN SQUARE METERS (not meters squared). To convert from feet to meters see Table 1 for conversion factors. Remember to right justify. If the area of the site exceeds the number of blanks provided, write the actual area on page 1, Section IV, Additional Information.

The minimum area of the site should be determined by at least observing the extent of the surface distribution of cultural materials and features. It is understood that without extensive excavation it is difficult to determine the actual limits of the site. However, an estimate of site area is required for nomination to the National Register of Historic Places and is also essential to insure that subsequent developments do not impact the site without proper management actions. The site area should match the size of the site area shown on the site maps.

CULTURAL DEPTH

Enter in centimeters the greatest depth documented for cultural deposits. Remember to right justify. Leave this field blank if there is no information on the depth of the site.

DEPTH INDICATOR Enter the number of a category that best described the method used in determining the depth of cultural deposit from the following:

Blank or 0. Not applicable since depth has not yet been determined.

1. Auger
 2. Cutbank or erosional feature
 3. Excavation
 - 4 . Professional judgment
 5. Shovel
 6. Soil probe
 7. Other. Enter the name of the method on page 1, Section IV, Additional Information.
-

TABLE 1. CONVERSION FACTORS

Acres to Hectares

$$\begin{aligned} \text{Acres} \times 0.405 &= \text{Hectares} \\ 1 \text{ Acre} &= 4047 \text{ Square Meters} \end{aligned}$$

Yards² to Meters²

$$\text{Yards}^2 \times 0.836 = \text{Meters}^2$$

Feet² to Meters²

$$\text{Feet}^2 \times 0.093 = \text{Meters}^2$$

Miles² to Kilometers²

$$\text{Miles}^2 \times 2.6 = \text{Kilometers}^2$$

Kilometers² to Meters²

$$\text{Kilometers}^2 \times 1,000,000 = \text{Meters}^2$$

Inches to Centimeters

$$\text{Inch} \times 2.54 = \text{Centimeters}$$

Yards to Meters

$$\text{Yards} \times 0.914 = \text{Meters}$$

Miles to Meters

$$\begin{aligned} \text{Miles} \times 1.609 &= \text{Kilometers} \\ \text{Kilometers} \times 1000 &= \text{Meters} \end{aligned}$$

Feet to Meters

$$\text{Feet} \times .3048 = \text{Meters}$$

CULTURAL/
TEMPORAL
AFFIL-
IATION

The purpose of this section is to record the period(s) during which the site was occupied. The method used in determining the age of component(s) should be stated in the Basis for Dating Field.

If the age of the site is unknown, skip the field for Paleo, Archaic, Late Prehistoric, and Historic, and only code the field Unknown. As with the site type/cultural material list, a blank field is equal to "O," meaning "no."

If the site has multiple components and there are not enough spaces to fully record the cultural/temporal affiliation, use additional coding forms as explained in the Introduction.

PALEO

If the site was occupied during the Paleo-Indian Tradition, select one of the following:

Blank or 0. No evidence of a Paleo-Indian Tradition occupation.

1. Yes, unspecified occupation during this tradition.
 2. Pre-Clovis
 3. Clovis
 4. Folsom
 5. Plano
 6. Post-Plano (Terminal Clovis)
 7. Goshen
-

ARCHAIC

If the site was occupied during the Archaic Tradition, select one of the following:

Blank or 0. No evidence of an Archaic occupation.

1. Yes, unspecified occupation during this tradition.
 2. Early Large Side-Notched.
 3. McKean/Duncan/Hanna
 4. Oxbow
 5. Pelican Lake
 6. Besant
 7. Pre-Ceramic
 8. Early Woodland
 9. Middle Woodland
-

LATE
PREHIS-
TORIC

If the site was occupied during the Late Prehistoric Period, select one of the following:

- Blank or 0. No evidence of a Late Prehistoric occupation.
1. Yes, unspecified occupation during this period.
 2. Avonlea
 3. Late Woodland (generalized)
 4. Arvilla
 5. Blackduck
 6. Devils Lake - Sourisford Complex
 7. Plains Village Tradition
 8. Plains Nomadic
 9. Sandy Lake
-

HISTORIC

If an historic component is present, select one of the following:

- | | |
|---|-------------------------------|
| Blank or 0. No evidence of an historic occupation | 8. Cree |
| 1. Yes, unspecified occupation during this period | 9. Crow |
| 2. Arapaho | 10. This category eliminated. |
| 3. Arikara | 11. Hidatsa |
| 4. Assiniboine | 12. Mandan |
| 5. Blackfoot | 13. Pawnee |
| 6. Cheyenne | 14. Sioux |
| 7. Chippewa | 15. Other |
-

PERIOD
UNKNOWN

When the time of occupation is unknown, skip the fields for Paleo, Archaic, Late Prehistoric, and Historic, and only code Period Unknown field.

Code as follows:

- Blank or 0. Time of occupation is not unknown.
1. Time of occupation is unknown.
-

BASIS FOR DATING Indicate the method used in determining the period(s) of occupation.
Select one of the following:

1. Date unknown
2. Radiocarbon
3. Typology
4. Dendrochronology
5. Termoluminescence
6. Geology (Stratigraphy)
7. Patination
8. Professional Judgment
9. Combination of both absolute and relative dating techniques.

SECTION III. ENVIRONMENT

Data in this section pertains to the environmental setting of the site.

LANDFORM 1 The categories of Landform 1 and 2 work together to describe the topographic feature on which the site is situated. Select the one that describes the position of the site on a Landform from the following:

1. Top of
2. Bottom of
3. Side of
4. This category eliminated.
5. Top and Bottom of
6. Top and Side of
7. Bottom and Side of
8. Top, Bottom, and Side

In numbers 3, 6, 7, and 8, "side of" does not mean "beside," as in "beside a creek." The use of the code for "Side of" means that the site was visible in the vertical face of a gully or lay on the slope of a hill, butte, or ridge.

LANDFORM 2

Select the type of a landform that described the setting of the site. Many of the following definitions are quoted or paraphrased from Woolf (1974).

1. Beachline (glacial): a shore of a glacial lake or glacial riverbank containing sand, gravel, or larger rock fragments.
2. Beach or Riverbank: a shore of a lake or the bank of a present river covered by sand, gravel, or larger rock fragments.
3. Canyon: a deep, narrow valley with precipitous sides often with a stream flowing through it.
4. Island: a tract of land surrounded by water.
5. Delta: the alluvial deposit at the mouth of a river.
6. Draw (gully, coulee, ravine): an erosional trench caused by running water.
7. Upland Plain: a level surface of land with little or no relief, a plain.
8. Floodplain: the portion of a stream valley which is submerged during floods.
9. Hill-Knoll-Bluff: a natural elevation of land that is smaller than a mountain.
10. Ridge: an extended line of high ground that is more than a line of hills and has a crest that is higher than ground on either side.
11. Saddle: a dip along the crest of a ridge or a low point on a spur.
12. Sandbar: a ridge of sand constructed by currents in a river.
13. Spur: an extension jutting out from a ridge which is usually lower and continually sloping. It is often formed by two streams cutting parallel draws down the side of a ridge.
14. Swale: a low-lying or depressed and often wet stretch of land.

15. Terrace: a level, ordinarily narrow plain usually with steep front bordering a river, lake, or sea.
16. Alluvial Fan: a fan shaped body of alluvium at the base of a steep slope. It is comprised of sediments transported by a stream (permanent, seasonal, or ephemeral).
17. Butte: an isolated hill with steep or precipitous sides.
18. Valley Wall Foot Slopes (toe slope or colluvial slope): is gradually sloping land at the foot of a valley wall. It is comprised of sediments transported down the valley wall by sheet erosion and/or mass wasting.
19. Other: enter the name of the landform on page 1, Section IV, Additional Information.
20. Sand Dune: a rounded hill or ridge of sand heaped up by the wind.
21. Lacustrian Plain: a wide plain formed by a lake, such as a glacial lake.
22. Levee: vertical accretion deposits laid down along the perimeter of a river trench when flooding occurs.

SLOPE/EXPOSURE The purpose of the Slope/Exposure field is to collect information on prehistoric locational factors. Information collected in this field will be used in the development of predictive models for North Dakota. Select one of the following:

- | | |
|--------------|--------------|
| 1. North | 6. Southwest |
| 2. Northeast | 7. West |
| 3. East | 8. Northwest |
| 4. Southeast | 9. Closed |
| 5. South | 10. Open |

If the site sits on top of a ridge or other rise of land that has no observable slope, the Slope/Exposure is "Open." If the site is situated in a cave or at the bottom of a deep, narrow gully it may be protected from the elements. If such a case, the Slope/Exposure would be "Closed."

ECOSYSTEM

At this time ecosystem maps have been completed only by the U.S. Forest Service (USFS) for the Little Missouri Grasslands and the Rolling Prairie Ecosystems in McKenzie, Golden Valley, and Billings Counties. The list of codes was derived from those maps. The ecosystem definitions are based upon Stewart and Stewart (1974), and USDA Forest Service (1980). Investigators are encouraged to develop their own lists and definitions of ecosystems to develop for their own research area. When lists are completed, transmit them to the Division of Archaeology and Historic Preservation, State Historical Society of North Dakota. The master list of ecosystems will then be expanded to include the new ecosystems and the information will be added to the data banks.

Badlands and Rolling Prairie Ecosystem Codes:

O. Unknown

1. Bottomland: ecosystem found in river and major drainage floodplains vegetated by cottonwood groves, willow patches, shrubs, vines, grasses, and forbs.
2. Terraces: ecosystem composed of river and stream terraces which were once former bottomland flood plains but are now above the present water level. Vegetation consists of dwarf sage, shrubs, wheatgrass and other grasses, thread leaf sedge, and various forbs.
3. Toe Slope: slopes below steep bedrock faces and breaklands vegetated by mixed grasses, thread leaf sedge, prairie junegrass, and various forbs.
4. Scoria: moderately steep, rounded hills capped with old water deposited fused clays called "scoria." Vegetation is primarily limited to grasses.
5. Badlands: rugged, deeply eroded terrain close to major rivers but beyond river breaks. Some areas are barren of plant life, but other portions support grasses, juniper, and sagebrush.
6. Upland Grassland: composed of hilly and steep uplands with loamy, clayey and sandy soils that support a sparse but varied vegetative community.

7. Rolling Grassland: gently sloping uplands characterized by clayey, sandy, and glacial soils supporting a variety of species with medium productivity.
8. Hardwood Draw: intermittent drainages and narrow upland drainages with a general vegetation of trees and shrubs dominated by green ash.
9. Marsh: depressions filled with slightly blackish water, or poorly drained soils vegetated with rushes, sedges, and marsh grasses.
10. Ponderosa Pine: ecosystem found primarily on north facing 10 to 40 percent slopes and on crests of hills and Ridges in the uplands and distinguished by a crown of Ponderosa Pine.
11. Hilly Scoria: description of this ecosystem is the same as for Scoria Ecosystem. The USFS Little Missouri Grassland map identified Hilly Scoria Ecosystems, but the USFS Rolling Prairie Ecosystems map refers only to Scoria Ecosystems.
12. Upland Breaks: hilly and steep uplands characterized by bedrock-capped, small, rounded hills and vegetated primarily by little bluestem grass.
13. River Breaks: deeply dissected "badlands" adjacent to major Rivers and streams often barren of plant life, but occasionally support scattered shrubs, grasses and forbs.
14. Rockland: steep, stoney ground limited primarily to areas around Black Butte. Vegetation is diverse and includes trees, shrubs, forbs, and grasses.

Sheyenne National Grassland Unit:

15. Choppy Sandhills: "gently rounded, sloping to moderately steep sand dunes on the Sheyenne Delta formed by strong winds shifting the low-lying sandy surface into dunes. Blowouts are, or have been common" (USDA Forest Service 1980:14).
16. Savanna: "gently rounded, sloping to moderately steep sand dunes on the Sheyenne Delta formed by strong winds shifting the low-lying sandy surface into dunes, associated with trees and shrubs" (USDA Forest Service 1980:16). Slopes range from 0-20 percent.

17. Mixed Grass Prairie - Dry: “Nearly level and sloping, broad, grass covered delta plain. Horizontal distance is interpreted by numerous low mounds giving a rolling aspect to the landscape” (USDA Forest Service 1980:18).

18. Mixed Grass Prairie - Wet: “Nearly level and depressional, broad, grass covered delta plain” (USDA Forest Service 1980:20).

19. River Terrace and Bottom Lands: “Nearly level to undulating, broad, tree covered river terraces and bottom lands” (USDA Forest Service 1980:21).

ELEVATION Enter the elevation of the site in meters. (See Table 1, page 24 for conversion factors.)

DRAINAGE SYSTEMS In the North Dakota Comprehensive Plan for Archaeology drainages are used to subdivide the state into archaeological study units (Figures 2 and 3) Enter the drainage name, not the map key number. The major drainages in the state are as follows:

<u>Drainage</u>	<u>Map Key</u>
Apple Creek	10130103
Beaver Creek	10130104
Cannonball River	10130204 + 10130206
Cedar Creek	10130205
Des Lacs River	09010002
Devils Lake	09020201
Elm River	09020107
Forest River	09020308
Goose River	09020109
Heart River	10130202 - 10130203
James River	10160001, 10160003, & 10160004
Knife River	10130201
Little Deep Creek	09010005
Little Missouri River	10110201 - 1011205
Little Muddy River	10110102
Missouri River	10110101, 10130102, 10130106, 10060005 - 10060007
North Fork Grand River	10130301
Painted Wood Creek	10130101
Park River	09020310
Pembina River	09020313
Pipestem Creek	10160002

Red River	09020311, 09020306, 09020301, & 09020104, 09020101
Sheyenne River	09020202 - 09020205
Souris River	09010001 + 09010003
Turtle River	09010001 + 09020307
Yellowstone River	10100004
Wild Rice River	09020105
Willow Creek	09010004

Use a county or topographic map to determine which drainage system pertains to the site you are recording. The name of the drainage must be spelled as above. Do not abbreviate words. The drainage may differ from the nearest source of permanent water.

VIEW, DEGREE The View, Degree field is also intended to collect information for predictive modeling. It is used in conjunction with View, Distance.

Record the best possible view from the site. Stand on the site and observe the view in all directions. Decide what direction(s) provide the best view from the site. Then estimate the number of degrees of the best possible view. For instance, if there is a good view towards every direction, the View Degree, is 360, which is "4." If the best view is only to the north, the View, Degree would be 90, which is "1." Select one of the following:

1. 90 degrees
2. 180 degrees
3. 270 degrees
4. 360 degrees
5. No view

VIEW, DISTANCE While standing on the site, describe the quality of the view by estimating the distance that you can see in the direction of the best view. Select one of the following:

- | | |
|--------------------------|----------------------------|
| 1. Excellent (5-7 miles) | 4. Poor (less than 1 mile) |
| 2. Good (2-5 miles) | 5. No View |
| 3. Fair (1-2 miles) | |

**DISTANT PERM
WATER**

Record the distance in meters to the nearest source of permanent water (see Table 1 for conversion factors). Do not consider recent man-made reservoirs and drainage ditches as prehistoric water sources. In some cases the stream that you coded for Drainage System will be the nearest source of permanent water, but this is not necessarily true. If another permanent body of water is closer to the site than the Drainage System, enter the distance to that body of water rather than the distance to the more distant Drainage System.

PERM WATER TYPE

Select a water type for the source of permanent water from the following:

- | | |
|--------------------------|------------------------------|
| 1. Lake | 4. Intermittent Moving Water |
| 2. Spring | 5. Intermittent Pond |
| 3. Moving Water (Stream) | 6. Marsh |
-

**DIST SEASONAL
WATER**

Record the distance in meters to the nearest source of seasonal water.

SEASONAL WATER TYPE

Select a water type for the source of seasonal water from the following:

- | | |
|--------------------------------------|------------------------------|
| 1. Lake | 4. Intermittent Moving Water |
| 2. Spring | 5. Intermittent Pond |
| 3. Moving Water
(Stream or River) | 6. Marsh |
-

SECTION IV. CULTURAL RESOURCE MANAGEMENT

OWNERSHIP The name of the owner will be identified on page 2, Description of Site. Select a category that describes the type of ownership from the following:

1. State
2. Federal
3. Private
4. Local Government (City, County, Township)
5. Reservation

FIELD WORK DATE

Enter the month, date, and year that the site was last recorded. If the site form is updated by a revisit to the site, the date should be changed to reflect the update.

SITE CONDITION

Make an estimate of the condition of the site. Select one of the following:

1. Destroyed: site has been completely eradicated.
2. Inundated: site is under water.
3. Very poor: more than 75% of the site has been disturbed.
4. Poor: 50% - 75% of the site has been disturbed.
5. Fair: 25% - 50% destroyed.
6. Good: less than 25% has been destroyed.
7. Excellent: the site is relatively undisturbed.

COLLECTION If cultural material was observed on the site, record whether a collection was made by the investigator. Also indicate if the cultural material on the site was completely collected or if only a sample was taken. Select one of the following:

- Blank or 0. No cultural material was observed.
1. Cultural material was observed but no collection was made.
 2. Systematic collection was taken.
 3. Non-systematic collection was taken.
 4. The site was completely collected.

TEST/PROBE The Test field is intended to provide a record of North Dakota sites that have had any type of subsurface test including shovel and auger probes. This field will be updated as research continues on sites. When a site is tested, notify the Division of Archaeology and Historic Preservation, State Historical Society of North Dakota and the site record will be updated. Select one of the following:

Blank or 0. No, the site has not been tested or probed.

1. Yes, the site has been tested/probed and the results were positive; subsurface deposits were found.
2. Yes, the site has been tested/probed and the results were negative; no subsurface deposits were found.
3. Unknown.

EXCAVATION The Excavation field concerns full scale excavation as opposed to a simple test. This field will also be updated as research progresses if the Division of Archaeology and Historic Preservation is notified of further work on the site. Select one of the following:

Blank or 0. No, the site has not been excavated.

1. Yes, the site has been excavated and results were positive (i.e., cultural deposits were found).
2. Yes, the site has been excavated but the results were negative (nothing was found).

**ADDITIONAL
INFORMATION**

Use the Additional Information field to explain the use of any Other or Miscellaneous categories used in previous fields. For example, if the site was a Mandan Shrine site which did not fit into general site types, code "1" (yes) for any of the Miscellaneous Site Type and write "site type - Mandan Shrine site" in the Additional Information field. This field can also be used to enter any information about the site the investigator feels should be in the computer banks.

**MANAGEMENT
RECOMMEN-
DATION**

The investigator must make a management recommendation on the site form. This information is frequently requested during a file check; therefore, it must be quickly retrievable. Leaving

the management recommendation field blank and referring researchers to a report is unacceptable because the manuscript reports have a limited distribution. Select one of the following:

1. No further work necessary.
2. Further evaluation required; testing, resurvey, or some form of research needed before further recommendations can be made.
3. Impact analysis required; analyze construction plans to evaluate impacts and/or check feasibility of avoidance.
4. Additional evaluation and impact analysis required; both "2" and "3."
5. Avoidance; the site should be avoided if possible. If the site cannot be avoided, mitigation is required.
6. Exclusion; impacts to this site cannot be mitigated. It must be preserved.

SECTION V. SHSND USE

Information in this section will be entered by the SHSND. Investigators may leave these fields blank. A data technician will code the data using maps and information from the descriptive part of the form.

SOIL ASSOCIATION

Use soil association master list and NDSU Agricultural Experiment Station county-sized general soil maps.

ECOZONE

Codes for the study units relating to the historic contexts of the Comprehensive Plan for Historic Preservation are encoded by SHSND staff. There are 13 study units (Figure 3) for the archaeological component of the state plan. They relate to drainage basins as depicted on the 1974 hydrological unit map of North Dakota prepared by the U.S. Geological Survey and the U.S. Water Resources Council. There are 10 study units (Figure 4) for the historic component of the state plan.

AREA SIGN- IFICANCE

Enter the category that describes that source of significance of the site from the following:

1. Archaeological
2. Architectural
3. Historical
4. Paleontological

MS NUMBER

Every manuscript and report in the State Historical Society of North Dakota collection is assigned a number. The manuscript number of a report that contains information about the site you are recording should be entered in this field. If more than one report pertains to a site, use additional coding forms as explained in the Introduction.

CR TYPE

The choices for this field are derived from the National Register of Historic Places. Select one of the following:

1. Site: the location of a significant event, a prehistoric or historic occupation or activity, or the location of a structure, whether standing, ruined or vanished, where the location itself maintains historical or archaeological value.
2. Building: a structure created to shelter any form of human activity, such as a house, barn, church, or hotel.
3. Structure: a work composed of interdependent and interrelated parts in a definite pattern of organization . Examples are bridges, tunnels, canals, or fences.
4. Object: a material thing of functional, aesthetic, cultural, historical or scientific value that may be movable, yet is related to a specific setting or environment. Examples are a monument or a pictograph rock not in its original setting.
5. District: district is a geographically definable area, urban or rural, possessing a significant concentration, linkage, or continuity of sites, buildings, structures, or objects united by past events or aesthetically by plan or physical development. A district may also comprise individual elements separated geographically but linked by association or history.

Figure 3. Study Units for the archaeological component of the Historic Preservation Planning Contexts.

1. Little Missouri River
2. Cannonball River
3. Knife River
4. Heart River
5. Southern Missouri River
6. Garrison
7. James River
8. Grand River
9. Northern Red R
10. Southern Red R
11. Souris River
12. Sheyenne River
13. Yellowstone River

Figure 4. Study Units for the historic component of the Historic Preservation Planning Contexts.

VERIFIED SITE A site that has been visited and properly recorded by a professional is considered a verified site. A site that has been incompletely recorded or was reported by a non-professional is an unverified site (site lead).

Code as follows:

- Blank or 0. No, the site has not been verified by a professional.
1. Yes, the site has been verified by a professional.
-

NON-SITE In order to predict where sites are located one must also know where sites are not located. The SHSND is compiling data from negative survey reports for this purpose.

Code as follows:

- Blank or 0. No, this is not a non-site; it is a site.
1. Yes, this is a non-site.
-

E C F T F Much of the funding for the computerization of cultural resources information is provided by the North Dakota Public Service Commission (PSC). The PSC needs data about the location and significance of cultural resources to use in the production of maps that show avoidance and exclusion areas in the state. The maps will be used for siting energy conversion facilities and transmission facilities.

The Criteria for determining whether a resource locality to be avoided or excluded is stated in the PSC Power Generation and Transmission Facility Siting Regulations. North Dakota cultural resource exclusion areas are all sites on the National Register of Historic Places, state-owned State Historic Sites, paleontological sites of special and scientific significance, and state historical markers. North Dakota cultural resource avoidance areas are all archaeological, historical, paleontological, and architectural sites. Areas of concern include unverified sites and isolated finds.

Code as follows:

1. Exclusion area.
 2. Avoidance area.
 3. Area of concern.
-

 STATE REGISTRY

The North Dakota State Historic Sites Registry is defined and listed in the North Dakota Century Code in Chapter 55-01.01 through .05. An annual update is planned. Select one of the following:

Blank or 0. Undetermined.

1. Listed on the State Registry individually or as contributing to a State Registry district.
2. Nominated to the State Registry individually or as contributing to a State Registry district.
3. Eligible for nomination to the State Registry on an individual basis.
4. Not eligible for nomination to the State Registry or a noncontributing resource within a State Registry district.
5. Determined eligible for nomination to the State Registry.
6. Eligible for nomination to the State Registry only as part of a district.

 NATIONAL REGISTER

The National Register of Historic Places status of the site is addressed in this field. Select one of the following:

Blank or 0. Undetermined.

1. Listed on the National Register of Historic Places individually, thematically or as contributing to a district.
2. Nomination submitted to the National Register of Historic Places individually, thematically, or as contributing to a district. (listing pending; rejected or returned for revisions)
3. Eligible for nomination to the National Register of Historic Places on an individual basis.
4. Not individually eligible for nomination to the National Register of Historic Places on an individual basis, or, as a contributing resource within a National Register of Historic Places district, or as a component of a thematic nomination.
5. Determined eligible by the Secretary of the Interior. (has been identified as significant but not formally nominated; listing of resource was protested).
6. Eligible for nomination to the National Register of Historic Places as a contributing member of a potential district, or as a component of a thematic nomination (may or may not have individual eligibility status).

Historical and Archaeological Sites (TIM'S FORM PAGE 1 OF 3)

Descriptive Section Forms Page 2

TIM'S FORM PAGE (2 OF 3)

NDCRS ARCHAEOLOGICAL AND HISTORICAL SITE FORMS

Descriptive Section Forms Page 3

TIM'S FORM PAGE (3 of 3)

NDCRS ARCHAEOLOGICAL AND HISTORICAL SITE FORMS

Descriptive Section Forms Page 4

NDCRS ARCHAEOLOGICAL AND HISTORICAL SITE FORMS
DESCRIPTIVE SECTION INFORMATION
PAGE 2

ACCESS Access should describe the way one gets to the site. Start at a known point, such as a town, or a highway junction, and trace the route, giving mileage and direction. For example, "from the junction of U. S. Highway 83 and U.S. Interstate I-94 proceed north on Highway 83 for 5 miles. Turn west and continue for 2 miles. Turn south through a gate and drive 1.75 miles until you reach the bridge across Fred's Creek. The site is on the creek bank 2 miles west of the bridge."

DESCRIPTION OF SITE The site description should provide a general overview and summary of the site. The present condition of the site, its environment, and its general contents should be described.

DESCRIPTION OF CULTURAL MATERIALS Describe the cultural material observed. Quantify and discuss types of raw materials utilized and types of artifacts. Include artifact sketches, especially of the projectile points and pottery, as attachments to the site form. State the number of artifacts observed and the number collected from the site. If the number of items is large, an estimate is permissible.

ARTIFACT REPOSITORY If cultural materials were collected, state the place of curation.

DESCRIPTION OF SUBSURFACE TESTING Briefly describe the number, location, type, and depth of any test units. Plot the location of any test units on the sketch map. Discuss the results of the test(s) in the Statement of Significance.

NDCRS ARCHAEOLOGICAL AND HISTORICAL SITE FORMS
DESCRIPTIVE SECTION
PAGE 3

FIELD CONDITIONS Check the appropriate variables describing the field conditions of the site during the time of the survey.

TECHNIQUES USED TO EST. SITE AREA Indicate the field technique (transit, tape measured, paced, visual estimate, other) used to estimate the site area reported on page 1.

RATIONALE FOR SITE BOUNDARY Specify the reasoning for site boundary determination (e.g., surface cultural materials, cultural features, topography, continuous stratigraphic exposure, systematic subsurface probing, subsurface testing, historic documentation, other).

CURRENT USE OF SITE Indicate the current use of the site such as pasture, cultivated field, park, housing development, or oil field.

OWNER'S NAME/ ADDRESS Give the name and address of the owner so that he or she can be contacted if the site is to be revisited or if further information is needed.

VEGETATION Briefly describe the present vegetation growing in the vicinity of the cultural resource.

VEGETATION COVER Estimate the percentage of the ground that was visible at the time of the survey. Because ground visibility decreases with growth of vegetation it is essential to indicate the degree of visibility of the site at the time of the survey.

SNOW COVER Estimate the percentage of ground surface obscured by snow and ice cover.

HOURS SPENT ON SITE Estimate the number of person hours spent on the site while surveying, recording, and excavating.

PROJECT TITLE /P.I. State the title of the project and the name of the principal investigator supervising the project.

REPORT TITLE/ AUTHOR Specify the title of the inventory/testing/excavation report and the name of the author(s).

OTHER PUBLISHED REFERENCES Name any additional publications that describe or refer to the site.

DESCRIPTION OF COLLECTIONS OBSERVED If any private collections from the site were examined, describe the cultural materials. Quantify and discuss types of raw materials utilized and types of artifacts.

OWNER/ ADDRESS OF COLLECTIONS OBSERVED If any private collections from the site were examined, record the name and address of the owner .

NDCRS ARCHAEOLOGICAL AND HISTORICAL SITE FORMS
DESCRIPTIVE SECTION
PAGE 4

STATEMENT OF INTEGRITY Integrity is a quality measured in terms of setting, material, workmanship, style, feeling, and association, the combination of which provides an existing or restorable context that allows for the interpretation or recovery of scientific data. Write a statement that describes

the integrity or the lack of integrity of the resource at the time of recording. Note: this item must be completed.

STATEMENT OF SIGNIFICANCE

The statement of significance should address the significance of the resource as it now exists; it may broadly or specifically relate to an archaeological context on a local, regional, state, or national level. It should convey the importance of the resource and should summarize the events, personalities, historic occupations, or activities that contribute to the resource's significance. Identify secondary contexts associated with the site in this section.

If the resource is not significant, write a statement that describes the reason(s) that it is not significant. Note: this item must be completed.

COMMENTS/ REFERENCES

The Comments/References space is to be used to record any additional information.

NDCRS SITE FORM Topographic Map

Field # _____ Site # _____

Photocopy the portion of the 7.5' U.S.G.S. topographic quadrangle that shows the location of the site and surrounding area. Mark the boundaries of the site on the photocopy. Photocopy of the portion of the topographic quadrangle must be actual size, reductions or enlargements area unacceptable.

NDCRS SITE FORM Sketch Map

Field # _____ Site # _____

Include a north arrow, site boundaries, road or street names, locations of artifacts, features, buildings, structures, objects, and depressions with each item individually numbered and keyed to the Map Key, and road or street name(s).

Map Key:

Map Scale:

NDCRS SITE FORM Photograph

Field #

Site # _____

Photo I.D. Code _____

Storage Location _____

Include direction facing, feature number, and photo caption for each submitted photograph.

NDCRS SITE FORM
MAP AND PHOTO SECTION
ATTACHMENTS

TOPO

Photocopy the portion of the 7.5' U.S.G.S. topographic quadrangle that shows the location of the site and surrounding area. Photocopy of the topographic quadrangle must be actual size, reductions or enlargements are unacceptable. Plot the boundaries of the site on the topographic photocopy. For archaeological sites which have not been excavated, the field investigator plots the visible surface extent of the site. For rural architectural sites, plot site boundary lines as determined by the extent of the location of the features or significant areas surrounding features. For urban architectural sites, plot property boundary lines.

The topographic map is used by the SHSND to check the site's precise legal description. To ensure maximum accuracy, the topographic map plotting should be done in the field and must match the sketch map in shape and orientation of the site.

SITE PHOTO

Attach one or more good quality black and white or color print(s) of the site. Polaroid photographs fade rapidly and are not acceptable. For architectural sites at least two opposing corner views of each significant feature and at least one photograph of each non-significant feature should be included. Photos are archival materials that are part of the permanent site record and should be in focus and correctly exposed. Photograph captions will identify feature numbers.

PHOTO I.D. CODE

Give an identification code for the photographs taken of the site. Record the photographic medium (black and white or color). Photos of the site should be cataloged so that they can be identified and retrieved.

STORAGE LOCATION

Photos of the site should be properly stored to insure a permanent photographic inventory of the cultural resource and a record of work undertaken.

SKETCH MAP

The sketch map is prepared in the field. It should include a north arrow, site boundaries, locations of artifacts, features, buildings, structures, objects, and depressions with each item individually numbered and keyed to the Map Key, and road or street name(s). For architectural sites include roof ridge(s) and dimensions of the site.

Landmarks and geographic features, such as trees, streams, rivers, fences, bench markers, access roads, and trails, should be included on the sketch map. Contour markings should be sketched to aid other people in their efforts to relocate the site on a topographic map or in the field.

The sketch map should be drawn to scale, thus providing an accurate plot of the site. It should be of archival quality and drawn in ink. Indicate the scale on the map.

To summarize: the topographic map plot shows a site's legal location and its relationship to a large area. The sketch map concentrates on the site itself and its relationship between artifacts, cultural features, and geographic features.

NDCRS SITE FORM
CONTINUATION FORM

Continuation Forms are to be used when information cannot be included in the space available on the Site Form. The Item Number from the Descriptive Section must be used on the Continuation Form to cross-reference the information. Use additional pages to record information such as detailed maps, interior floor plans, building plans, details of features, profiles, etc.

NDCRS SITE FORM
HISTORICAL ARCHAEOLOGICAL SITES
PAGE 1 (TIM'S)

BACK OF PAGE 1 **JEAN HAS** FEATURE TYPES

CONTINUED BACK OF PAGE 1 JEAN'S FEATURE TYPES (LANDFORM)

PAGE 2 DESCRIPTIVE SECTION (TIM'S)

NDCRS HISTORICAL ARCHAEOLOGICAL SITE FORM
CODED PAGE
PAGE 1

SECTION I. SITE IDENTIFICATION

The Site identification Section for Historical Archaeological sites is identical to the Archaeological Site Form. See pages 10 through 16 for instructions for completing this section.

SECTION II. SITE DESCRIPTION
HISTORICAL ARCHAEOLOGICAL SITE FORM

FEATURE TYPE

The Feature Type portion of the Historical Archaeological form is intended to identify non-standing features commonly found on sites. Descriptive, rather than functional, terminology has been used in this list because the function of a feature may be unknown at the inventory stage.

The Feature Type portion of the form functions as a checklist except that a "1" is used to indicate presence. Do not use a check mark. Combinations of feature types and cultural material types should be used to describe all features and cultural materials observed on the site. General feature types can be made more specific through the use of the cultural material list.

Code as follows:

- O. No, this type of site or feature was not observed.
- 1. Yes, this type of site or feature was observed.
- 2. Unknown, this type of site or feature was not directly observed, but its presence is probable.

When feature types are marked as present, a description of the individual features must be included as part of the site form narrative.

For Example, if you are recording a farmstead with two foundations, three depressions, and a well, place a "1" in the fields for "depression," "foundation," and "other." Your description of the site in Item 2, page 2 of the form, must provide a general description of the whole site, including identification of all features noted on the coding sheet. Each feature should be assigned an individual feature number (in this case numbers 1-6). Each feature should then be described by appearance, characteristics, dimensions, condition, etc. If the function of the features can be ascertained, identify the function of each feature by using the appropriate name and code number from the "Site Type" list found on pages 67 and 68 of this manual.

Feature and cultural material types are defined on pages 57-64.

CM SCATTER	Cultural material scatter is a concentration of cultural material within a definable area. This general site type can be made more specific through the use of the cultural material list.
CHIMNEY	A structure containing a flue or flues.
DEPRESSION	A low or hollow surface feature created by cultural processes.
DUMP	A place containing either a heap or mass of garbage, rubbish, etc.
EARTH- WORKS	An artificial structure made from earth, such as rampart, embankment, breastwork, or fortalice.
FORTI- FICATION	A palisade or a long narrow ditch excavated for defensive purposes.
FOUNDATION	The base or supporting part of a building, structure, or object.

GRAVE(S) Includes cemetery, tomb, and any human interment.

HEARTH A feature that was used for a fireplace. A hearth may or may not be a pit. It is often characterized by the presence of ash, fire cracked rock, and/or a soil stain.

MACHINERY An object consisting of fixed and movable parts and capable of doing some kind of work.

QUARRY/
MINE A location used for the procurement of subsurface natural resources.

ROCK ART Carved, incised, ground, pecked, or painted design on rock, i.e., pictographs and petroglyphs.

TRAIL (NOT RECENT) A rough path made across country by repeated passage. New, paved, or gravel roads without historic origin should not be coded as trails.

WRECK (SHIP) The remains of a vehicle, ship, train or aircraft that has been damaged or destroyed, or the remains of other significant (or potentially significant) accidents or disasters such as train derailments, building collapse, fires, tornadoes, etc.

CULTURAL MATERIAL

The Cultural Material portion of the form consists of a list of descriptive categories. If cultural materials were observed on the site, use the list of cultural material types to describe your observations.

Code as follows:

O. Not observed.

1. Yes, this type of cultural material was observed or is known to be present.

2. Unknown, but the presence of this type of material is probable.

The cultural material types are defined on pages 63 through 64.

BONE
(WORKED)

Any type of artifact made of bone.

CERAMICS
(EURO AM)

Any type of artifact made from baked clay.

CHARCOAL

A form of carbon found in a cultural context produced by partially burning wood or organic matter.

CLOTH

A piece of fabric composed of fibrous material.

FAUNAL
REMAINS
(SKELETAL)

Animal bone or shell that shows evidence of human alteration but is not an artifact and is found in a cultural context.

FIRE
CRACKED
ROCK

Rock found in a cultural context that has been shattered by contact with heat.

FLORAL
REMAINS

Pollen, seeds, spores, or other plant parts found in association with cultural materials or features, or that show evidence of food processing or preparation.

GLASS

Any artifact made from the fusing of silicates with soda or pot ash, lime, and sometimes various metallic oxides.

HIDE,
HAIR, FUR

Non-human animal skin or pelt found in a cultural context.

HUMAN
REMAINS

Remains of any part of the human corpse.

MASONRY

An artifact constructed with either brick, concrete, or stone materials.

METAL	Any artifact made of metal, e.g., iron, gold, aluminum, etc.
PLASTIC	An artifact made from any of various synthetically produced organic compounds.
RUBBER	Any artifact made from unsaturated hydrocarbon or latex.
SHELL (WORKED)	Artifact made from the hard outer covering of a mollusk such as a clam.
WOOD (WORKED)	Any artifact made from wood.

SITE TYPE

The Site Type field is intended to identify the function of an entire site complex. It is organized first by broad associative categories in which particular types of historic properties might be expected to occur. Secondly, specific site types are listed alphabetically, preceded by a code number. The code number is the key element in coding the form; the arrangement is intended merely to facilitate finding the code number of a site type. Any site type may conceivably occur in any context; therefore, the recorder must select the code number of the term that most accurately indicates the earliest identifiable function of the site regardless of which heading the term is located under and without regard to which context the site will be assigned.

When coding Site Type use the broadest applicable term. For example, code "farm" rather than "barn" or "chicken coop"; code "town" rather than "retail store" or "dwelling". Feature Types should already have been recorded (see page 57). This field records the overall function of the entire site.

LIST ON PAGE 53 & 54 GOES HERE (ALL FITS ON ONE PAGE)

CONTEXT

A "context" is a theoretical framework comprised of three intersecting parameters: theme, space and chronology. The context is the basic organizational unit of the Comprehensive Planning Process and provides a framework into which historic properties can be categorized for subsequent analysis and comparison. This type of organization allows site data analysis by theme, site type, geographical distribution, time period, or by a variety of combinations thereof.

For purposes of completing a NDCRS site form each of these parameters is recorded separately. The recorder need only select the appropriate context title and code that into the space provided.

Guidelines

1. Each site and/or each site feature can be assigned to one or more context(s).
2. Neighboring sites (even neighboring site features) may be assignable to different contexts.
3. Each site and/or each site feature must be assigned to a primary context, defined as the context to which the site or site feature is most logically related.
4. Each site or site feature may have one or more secondary context(s) defined as contexts other than the primary context to which the site or site feature may appropriately be assigned.

Selection:

Because most historic sites may appropriately appear in several different contexts, selection of the best or most appropriate context for any given historic site may be somewhat challenging. Context selection may require identification of the several contextual possibilities and choosing the one context to which the property is most significant. For example: a campsite used by an exploration party at one time and by a military unit at another time, could be classified into either the Exploration context or the Military context. The recorder must decide whether the site has greater value as an example of an exploration site or as a military site and code accordingly. Selection criteria may include the type and quantity of features and artifacts present at the site, the relative historical importance of the two

parties that used the site, the interpret ability of the site, the number of other sites known to represent the various contexts, and/or other criteria selected by the recorder. NOTE: Remember that different contexts may apply to different features of a site.

Coding:

Select the best/most appropriate context title (theme) from the list provided and record its number in the space provided on the coding sheet. Record all other pertinent and applicable contexts in Item 2, page 2 (Description of Site), in Item 17, Page 3 (Statement of Significance) or on page 4, (Continuation Sheet), which ever is most appropriate to your discussion of the site or site feature being recorded.

CONTEXTS:

1. Aviation: Relates to the beginning, development and use of aircraft in North Dakota. Typical property types might include: airports, airfields, landing strips, hangars, airport facilities, homes of important air-industry persons, etc.

2. Bridges: Relates to historical and/or design, engineering and/or architectural values of bridges, grade separations, trestles, etc.

3. Colonization: Relates to the planned and organized immigration, settlement and/or resettlement of groups to, into, or within North Dakota from other areas. Groups may be religious, social, ethnic, etc., such as a Hutterite colony. Typical property types might include: towns, colonies, settlements, businesses, residences, farms, etc.

4. Commerce: Relates to the establishment, growth, and operations of the sale or exchange of goods, including banking and financial support services. Typical property types might include: retail stores, wholesale stores, general stores, banks, savings and loan institutions, brokerage houses, mail order houses, shipping and transportation facilities, the homes of prominent merchants, bankers, etc.

5. Communications: Relates to the transmission of messages and information. Typical property types might include: newspaper offices, telegraph and telephone facilities, post offices and mail stations, post roads, radio, T.V. and microwave stations and towers, etc.

6. Depression, The Great: Relates to the causes, effects of, conditions during, and/or relief and recovery from the Great Depression, 1929-1940. Typical property types might include: abandoned farms, banks, business buildings, city parks, civic improvements, relief facilities, WPA projects, CCC camps and projects, etc.

7. Education: Relates to the organized transmission of formal knowledge, training and skills. Typical property types might include: schools, colleges, universities, business schools, trade schools, campuses, campus living quarters, administration buildings, the homes of prominent educators, etc.

8. Energy Development: Relates to the establishment, development and use of mechanical, hydro and electrical power sources, their generation, distribution and use. Typical property types might include: water wheels, steam and/or electrical generating and transmission facilities, dams, power stations, etc. DO NOT INCLUDE COAL OR PETROLEUM PRODUCTION FACILITIES.

9. Entertainment: Relates to activities by which people entertain and/or amuse themselves or others and to places where entertainment and/or amusement are offered, provided or experienced. Typical property types might include: fairgrounds, sports facilities, circus grounds, amusement parks, theaters, opera houses, parks, play grounds, museums, concert halls, the homes of prominent entertainers, impresarios, etc.

10. Exploration: Relates to the exploration, discovery, recording and dissemination of information about the characteristics, attributes, values, etc. of the state. Typical property types might include: trails, camp sites, camps, forts, battlefields, storage yards, the residences of prominent explorers, etc.

11. Farming, Bonanza: Relates to the establishment and operation of the Bonanza Farm phenomenon in North Dakota. Typical property types might include: Bonanza farm headquarters, corrals, barns, farm buildings, outlying (satellite) farm stations, barracks, dormitories, loading and/or shipping facilities, etc.

12. Farming, Dairy: Relates to the establishment and operation of dairy farms. Typical property types might include single or multiple dwellings, barns, corrals, milking houses, privies, dumps, grain storage facilities, etc.

13. Farming: Relates to the establishment and operation of farms other than those specifically categorized elsewhere. Typical property types might include single or multiple dwellings, barns, corrals, privies, dumps, grain storage facilities, animal shelters, indoor and outdoor storage facilities, water sources, etc.

14. Fur Trade: Relates to the establishment, operation and adaptations of the fur trade industry in North Dakota, particularly (although not exclusively) from

the late 18th to the late 19th centuries. Typical Property types might include, fur trading posts and forts, trails, loading and shipping facilities, trapping, trading and hunting grounds, camps and camp sites, steamboat docks, stores, dwellings, warehouses, etc.

15. Government, National: Relates to the establishment and operation of U.S. authority over, control of, and services to the area within North Dakota's current boundaries. Typical property types will generally include: federal government office buildings, federal courthouses, border stations, customs houses, post offices, etc. but may also occasionally include: mail stations, forts, trails, roads, highways, camps, camp sites dwellings, etc. THE RECORDER MUST EXERCISE CAUTION TO RECORD THE PROPERTY'S PRIMARY CONTEXT ON THE CODING SHEET AND APPROPRIATE SECONDARY CONTEXTS IN LATER SECTIONS OF THE SITE FORM.

16. Government, Territorial: Relating to the government and administration of Dakota Territory 1861-1889. Property types will be similar to those of State Government except that they must have been established, constructed, and/or used for Territorial government purposes prior to November 2, 1889.

17. Government, State: Relates to the government and administration of North Dakota since November 2, 1889. Typical property types might include: state government offices and office buildings, trails, roads, highways, maintenance shops, storage yards and facilities, state institutions, dwellings on state property or for state employee use, homes of prominent political leaders, etc.

18. Government, Local: Relating to the government and administration of local governments including counties, cities, towns, townships, etc. Property types might include: courthouses, city halls, town halls, township halls, office buildings, offices, jails, police and sheriff's offices, maintenance shops, storage yards, buildings and facilities, dumps, warehouses, roads, highways, streets, alleys, bridges, water and sewage treatment facilities, homes of prominent local political leaders, etc.

19. Horticulture: Relates to the raising and harvesting of plants on a scale smaller than commercial farming. Typical property types might include: gardens, garden plots, greenhouses, nurseries, canneries, etc.

20. Industrial Development: Relates to all industrial pursuits not specifically categorized elsewhere. Property types might include: brick plants, concrete plants, bottling plants, meat packing plants, food processing plants, assembly plants, factories, foundries, saw mills, grist mills, gravel, potash and uranium mines, etc. **DO NOT INCLUDE COAL OR PETROLEUM INDUSTRY SITES IN THIS CATEGORY.**

21. Irrigation and Conservation: Relates to the conservation and planned use of land and water resources. Typical property types might include: historically significant shelter belts, conservation oriented farming sites, pumping stations, water pipelines, dams, reservoirs, canals, flumes, etc.

22. Military: Relates to all aspects of the military presence in the state. Typical property types might include: forts, cantonments, posts, Air Force installations, armories, battlefields, trails, roads, bridges, fords, mail stations, cemeteries, camps, camp sites, dumps, defensive works, corrals, barns, storage areas, dwellings, etc.

23. Mining, Coal: Relates to the establishment, development and operation of the coal mining industry in North Dakota. Typical property types might include: tipples, mines, mine entrances, loading and transportation facilities, storage yards, railroad spurs, office buildings, camps, dwellings, etc.

24. Petroleum: Relates to the establishment, development and operation of the petroleum industry (oil and gas) in North Dakota. Typical property types might include: oil wells, gas wells, petroleum product refineries, tank batteries, pipelines, pumping stations, etc.

25. Railroads: Relates to the establishment and operation of the railroad industry in North Dakota. Typical property types might include: railroad grades, bridges and trestles, depots, freight yards, switch yards, barracks, dormitories, construction yards, section houses, round houses, loading facilities, construction camps, trails, camps, campsites, office buildings, warehouses, dumps, signal devices, etc.

26. Ranching, Open Range: Relating to the breeding, raising, gathering, transportation and marketing of domesticated animals (cattle, sheep, horses, etc.) during the late 19th Century before widespread private land ownership and the common use of fences. Usually large, often owned or financially supported by foreign investors or prominent cattlemen already established in other states, these ranches operated on a philosophy of exploiting the natural resources of the area for as long as economic feasibility allowed. Typical property types might include: ranch buildings, single and multiple dwellings, corrals, barns, barracks, bunk houses, wells, line shacks, camps and camp sites, rodeo grounds, cattle trails, round-up grounds, etc.

27. Ranching, Fee Simple: Although similar to Open Range Ranching in general activities and products, important differences separate this context

from the other. Fee Simple Ranching is characterized by the widespread use of privately owned, fenced land. Usually intended to be permanent occupants of limited space, these ranches were oriented towards continual re-use of the natural resources, perpetuation and improvement of smaller herds, were usually locally owned and financed, tended to operate on a smaller scale and remain a part of the state's agricultural economy. Typical property types might include: single and multiple dwellings, barns, corrals, feed lots, equipment storage yards and buildings, wells, etc.

28. Religion: Relates to the establishment and operations of religious groups and institutions. Typical property types might include: colonies, churches, synagogues, rectories, parsonages, church schools and colleges, convents, monasteries, etc.

29. Roads, Trails, and Highways: Relates to the development and use of overland transportation systems (excluding railroads) including trails, roads, highways, automobile and truck traffic, stagecoach and bus traffic and wagon routes. Typical property types might include: trails, historically significant roads and highways, bridges, fords, stage stations, rest stops, auto dealerships, gasoline stations, freight yards, barns, relay stations, maintenance shops, dwellings, repair shops, bus depots, bus barns, camps, campsites, motels, inns, diners, etc.

30. Rural Settlement: Relates to factors that influenced (or were influenced by) settlement in rural areas including rural institutions, rural industries (except farming and ranching), ethnicity, colonization, social institutions, etc. Property types might include: churches factories, assembly plants, brick making factories, roads-trails-highways, fords, ferries, and river crossings, cemeteries, social gathering places, rural schools, township halls, mills, forts, railroad properties, etc. THE RECORDER MUST EXERCISE CAUTION TO RECORD THE PROPERTY'S PRIMARY CONTEXT ON THE CODING SHEET AND APPROPRIATE SECONDARY CONTEXTS IN LATER SECTIONS OF THE SITE FORM.

31. Urban Settlement: Relates to the establishment and growth of towns and cities as whole entities rather than as separate parts. Abandoned settlements and towns as well as existing towns and cities should be included. The context seeks to describe the town-building and settlement

phenomena. Property types might include: towns, settlements, and colonies, as well as those property types which relate to more specifically defined urban institutions, urban industries, community services and businesses, ethnicity, demographic patterns, etc. THE RECORDER MUST EXERCISE CAUTION TO RECORD THE PROPERTY'S PRIMARY CONTEXT ON THE CODING SHEET AND APPROPRIATE SECONDARY CONTEXTS IN LATER SECTIONS OF THE SITE FORM.

32. Water Navigation: Relates to the commercial use of North Dakota's lakes and rivers for transportation of goods and people. While focusing on the steamboat industry, the context is intended to include other forms of commercial water navigation, but to generally exclude recreational boating. Typical property types might include: steamboat docks, wharfs, piers, wood yards, ferries, storage yards, freight yards, loading facilities, wrecks or wreckages, boat yards, dry docks, etc.

SITE AREA

ENTER THE AREA OF THE SITE IN SQUARE METERS (not meters squared). If the area of the site exceeds the number of blanks provided, write the actual area on page 1, Part IV, Additional Information.

For sites in urban settings, property boundaries should be used to determine site area. For sites in rural settings in which property boundaries extend substantially beyond the location of the features, an estimate of the site, as determined by the extent of the location of the features, should be used. If the area around the features is significant, because of its historical associations or environmental setting, include this area as part of the site.

Always express the site area in square meters. The conversion formula is found in Table 1, Conversion Factors (page 24). Site area information is required for nomination to the National Register of Historic places and is also essential to insure that subsequent developments do not impact the site without proper management actions.

CULTURAL DEPTH Enter in centimeters the greatest depth documented for cultural deposits. If cultural depth is unknown, leave blank. If the site is only a surface scatter, enter 0.

DEPTH INDICATOR Enter the number of a category that best describes the method used in determining the depth of cultural deposit, from the following:

- O. Not applicable since depth has not yet been determined.
 1. Auger
 2. Cutbank or erosional feature
 3. Excavation
 4. Professional judgement
 5. Shovel
 6. Soil probe
 7. Other. Enter the name of the method on page 1, Section IV, Additional Information.
-

OCCUPATION Record the period in which the site was occupied by including both
DATE beginning and ending dates. Provide reasonable data approximations if possible. If the period is unknown, leave blank.

BASIS FOR DATING Indicate the method used in determining the period(s) of occupation. Select one of the following:

- | | |
|---------------------------|--|
| 1. Date unknown | 8. Professional judgement |
| 2. Radiocarbon | 9. Combination of both absolute and relative dating techniques |
| 3. Typology | 10. Documentation |
| 4. Dendrochronology | 11. Interview |
| 5. Thermoluminescence | 12. Other |
| 6. Geology (Stratigraphy) | |
| 7. Patination | |
-

CM DENSITY The purpose of the Cultural Material Density field is to measure the density of the distribution of material within a site. Select a category which most closely describes the site from the following:

- O. No cultural material observed.
1. Sparse distribution. Cultural material is widely scattered (less than 1 item per square meter).
2. Medium distribution. Density of materials is greater than sparse but less than dense (approximately 1 item per square meter).
3. Dense distribution. Cultural material is concentrated (greater than 1 item per square meter).
4. This category eliminated.
5. Medium-Dense concentration(s) within a sparse scatter.
6. Dense concentration(s) within a medium scatter.
7. Denser concentration within a dense scatter.
8. Isolate.

ISOLATED
FIND

A single isolated artifact or an occurrence of cultural material that is not sufficiently concentrated to be classified as a site. Code as follows:

- O. Not an isolated find.
 - 1. Yes, isolated material present.
-
-

SECTIONS III, IV, AND V

Sections III (Environment), IV (Cultural Resource Management), and V (SHSND Use) for Historical Archaeological sites are identical to the Archaeological Site Form. See pages 27 through 43 for instructions for completing these sections.

DESCRIPTION SECTION
PAGES 2, 3, AND 4

The Descriptive Section for Historical Archaeological sites is identical to the Archaeological Site Form. See pages 47 through 48 for instructions for completing this section.

MAP AND PHOTO SECTION
ATTACHMENTS

The Map and Photo Section for Historical Archaeological sites is identical to the Archaeological Site Form. See pages 55 through 56 for instructions for completing this section.

CONTINUATION FORM

See page 56 for instructions for completing continuation forms.

NDCRS ARCHITECTURAL SITE FORM

The Architectural site form is the third of three forms available to surveyors. Surveyors use the Architectural form to record above ground features in conjunction with Archaeological and/or Historic Archaeological forms. In a complex site containing multiple components, complete the appropriate form for each feature. Consult previous sections of the manual for instructions pertaining to Historic and Prehistoric components. The following directions relate to recording sites with architectural features. Proper use of the correct forms will ensure an accurate record of the site properties identified.

The Architectural form makes use of several recording modes, including computer codes, narrative description, photographs, and mapping. Completion of the form's various parts is necessary to document sites adequately and to enable federal agencies to comply with requirements of Section 106 of the National Historic Preservation Act of 1966, as amended. Beyond fulfillment of federal agency responsibilities, the inventory of recorded sites serves as a powerful tool for study of North Dakota history and prehistory.

Coded information recorded in the boxed sections of pages 1 and 2 are quantified for computer entry, and must be completed for both reconnaissance and intensive level surveys. Follow code sheet instructions below. Narrative data relative to individual features is placed on both pages 1A and 2. Page 3 of the site form is reserved for narrative data relative to the entire site. Sketches and USGS quad maps of the site, along with comprehensive photographs, are appended on appropriate forms. Complete code sheets in pencil and enter narrative information either in typed form or in pen.

For the sake of consistency and for the greater utility of information gathered, the form's order, content and format must be preserved. Information must not be reordered, reorganized or omitted, nor may sections of other NDCRS forms be substituted for any part of the Architectural Sites Form. Recorded information submitted on alternative forms will be returned.

CODED SECTIONS PAGES 1 & 2

SITE DATA

For completion of topographic data, refer to the Site ID instructions for the Archaeological Site Form, pages 14-16.

The term "feature" in the Architectural Site Form and Manual is a category that includes standing buildings, structures, or objects, as they are defined below. Non-standing features are recorded on the Historical Archaeological Site form.

NDCRS ARCHITECTURAL SITE FORM GOES HERE
TIM HAS PAGE 1)

(JEAN'S HAS BACK - FEATURE TYPES

TIM'S PAGE 2 OF NDCRS ARCHITECTURAL SITE FORM

TIM'S PAGE 3 OF NDCRS ARCHITECTURAL SITE FORM

TIM'S PAGE 4 OF NDCRS ARCHITECTURAL SITE FORM

For example, a farmstead with a house, barn, privy, a depression from a demolished building, and a foundation from another building would have 5 features. In that example 3 features would be recorded on Architectural forms, and 2 on an Historical Archaeological form.

Definitions:

Building: a structure created to shelter any form of human activity, such as a house, barn, church, or hotel.

Structure: a work made up of interdependent and interrelated parts in a definite pattern of organization. Examples are bridges, tunnels, canals, or fences.

Object: a material thing of functional, aesthetic, cultural, historical, or scientific value that may be movable, yet is related to a specific setting or environment, such as a marker or monument.

When a site has more than one feature, a separate coded sheet must be completed for each feature. Be sure to complete the appropriate form, either a Prehistoric or Historical Archaeological site form, if features such as depressions, foundations, burials, and/or Cultural material scatters exist on a site with architectural features. For further discussion relating to proper form use, consult the manual's introduction.

CITY If the site is within city limits, enter the full name of the city. Leave blank if the site is in a rural area. Do not use abbreviations; for example "Fort Totten" should be used rather than "Ft. Totten."

**STREET
NUMBER
AND
STREET
NAME** If the site is located within city limits, enter the address of the site. Leave blank if the site is in a rural area or in an urban area in which the street address is unknown. Do not spell out numbers; for example, use "1," not "one." The following abbreviations are required for street names. Be sure to use only the abbreviations listed below.

Ave - Avenue	W - West
St - Street	NE - Northeast
Dr - Drive	NW - Northwest
N - North	SE - Southeast
S - South	SW - Southwest
E - East	

Other abbreviations apply in the case of numbered street and avenue names. Use "1ST" for "First," "2ND" for "Second," "3RD" for "Third," "17TH" for "Seventeenth," etc. In the case where a building has a series of address numbers, such as "1011-1015 Second Avenue," use only the first and lowest number, e.g., "1011 2ND AVE."

Buildings situated on corner lots will sometimes have unclear or ambiguous addresses. State on page 3, in the space labeled Access, the names of the intersecting streets when a corner building's Street Name and/or Street Number are unknown.

OF FEATURES Enter the total number of STANDING features on site. If historic archaeological features are present, code them on the appropriate forms; do not include historic Archaeological features in the # of features (see pages 57-75) for instructions on completion of the Historical Archaeological Site Form). For this total do not count non-standing features such as depressions or trash dumps. If a grouping of identical buildings, structures, or objects appears on the site, count the grouping as a feature. For example, when recording a farmstead with a house, barn, chicken coop, four identical modern metal grain bins, and granary foundation, code four architectural features, i.e., Feature 1 (house), Feature 2 (barn), Feature 3 (chicken coop), and Feature 4 (grouping of five grain bins). Record the granary foundation, an historic Archaeological feature, on the Historical Archaeological form. Thus, for this hypothetical site, the number 4 would be entered in the # of Features field. When a site has multiple components number all standing structures in consecutive order beginning with one prior to assigning numbers to features of the archaeological components. This is a necessary aspect of the computer program for the architectural forms.

FEATURE DATA SECTION

The rest of the coded information on pages 1 and 2 of the Site form details elements of individual features on the site. You should complete as many coded sections bearing this feature-specific information as there are architectural features on site. In the case where, for example, a grouping of four identical grain bins was counted as a single feature, complete the feature data once for that grouping. Disregard the ** symbols that occur after certain coded items, they are for SHSND staff use only.

FEATURE # Each feature on site, standing or non-standing, must have an assigned number. That number will appear on pages 1, 1A and 2, on the Sketch Map and Key, on site photographs, and on page 3 in the Features Description.

Enter into the Feature number field the number of the feature you are describing. If a site has only one standing feature, enter 1. Complete coded sections for each numbered feature. For example, on another hypothetical site a 10 is entered in the # of Features field of the Site Components section. This reflects the total number of above-ground features on the site. The surveyor must then complete ten code sheets bearing data for ten individual features. If this procedure is not followed the mainframe computer will not be able to process information about the site. Remember to code cultural material and non-standing

features on Archaeological or Historical Archaeological forms, but not to count them in the # of Features field. It is important that architectural features be recorded in sequence first; archaeological or historical archaeological features will be recorded second on their respective forms, and will be assigned feature numbers that follow the last number recorded for architectural features.

An example of number assignment for a hypothetical farmstead could be: house- 1; barn - 2; chicken coop - 3; granary foundation - 4; four metal storage bins - 5. (If more than one identical, - not similar, outbuilding exist, assign one number to the entire group.) On this hypothetical farmstead four Architectural code sheets with individual Feature Data would be completed and an Historical Archaeological code sheet would also be completed to record the foundation.

CONSTRUCTION DATE Fill in these spaces with the year of construction.
Use the four-space date only if you have a verifiable date. If you have no more than an estimate, enter a number code into the appropriate space below with ranges of dates. Be sure to indicate the source of your information on page 1A and 2.

FEATURE DATE Select one of the date ranges as an estimate of the date of construction. Enter the number in the field. Be sure to check one of the following date ranges, even if the exact date is known and has been coded above.

1.Pre-1880	2.1880-1900
3.1900-1915	4.1915-1930
5.1930-1945	6 .post-1945

FEATURE TYPE Feature type refers to the function, use, and/or descriptive name of specific features on the site. Enter the number for the particular feature being coded from list of feature types.

Example: On a hypothetical farmstead with five standing features, the barn has been arbitrarily designated Feature #2 and coded thusly. On the code sheet for Feature #2 a "62" (designating barn) is entered into the Feature Type field. Since coded information is completed for each standing feature, five coded sections would be completed.

While the Feature Type code list is shared by both the Architectural and Historical Archaeological code sheets, the instructions for coding differ. The difference between the two is that the Historical Archaeological form uses the broadest applicable term and the Architectural form uses the most specific applicable term.

FEATURE TYPE LIST TABLE HERE

FEATURE TYPE TABLE PAGE 2 GOES HERE

CONTEXT Refer to the discussion of Historical Context on pages 67 - 74 in the Historical Archaeological section of the manual . The codes for Context can be found at the end of that discussion. Select a code number for the most appropriate context with which to identify the feature and enter that number into the Context field.

Bear in mind that characteristics of sites may cause them to be associated with more than a single historic context. Multiple features on site and multiple functions of a single site may cause the site to be associated with more contexts than can be indicated on available code sheets. Be sure to include in the site form's narrative sections information about applicable contexts which cannot be accommodated by the code sheets.

CONDITION Assess the state of physical condition of the feature. The list below is the same as for the Archaeological code sheets although it applies to individual features rather than to the entire site. Select one of the following and enter into the blank to the left of "Condition":

1. Destroyed : feature has been completely eradicated.
2. Inundated: feature is under water.
3. Very Poor: more than 75% of the feature destroyed.
4. Poor: 50%-75% of the feature has been destroyed.
5. Fair: 25%-50% of the feature has been destroyed.
6. Good: less than 25% of the feature has been destroyed.
7. Excellent: the feature is relatively undisturbed.

Choices 1, 2, and sometimes 3 from Condition, above, may more aptly apply to historic Archaeological sites. In such cases use the appropriate Archaeological forms.

PLAN SHAPE Enter the number of the descriptive term for the plan shape. Choose the shape which most closely resembles the plan of the building being recorded. Note the general shape of the original building exclusive of elements such as bay windows, turrets, and later additions. If Other is coded, describe the plan shape on page 2 at Feature Description. If a plan shape is not applicable, as is the case for many structures and objects, leave the field blank. Select one of the following:

Unknown/Not Applicable 1. Circular



SHAPES 2 - 9 - DIFFERENT SHAPES GO HERE (FROM PAGE 71 IN BOOK)

STRUCTURAL SYSTEM This section calls for an indication of both the structural system and the present exterior finishes of the feature. The choices and their corresponding code numbers appear below.

PRIMARY EXTERIOR FINISH Most features will fall into one of two cases: 1) The materials of the framing system differ from the feature's external sheathing; 2) the feature is supported by and exhibits the same building material. In case one, code at a minimum the Structural System and Primary Exterior Finish. In case two, enter the correct code number into the Structural System field only. In either case, if a Secondary Exterior Finish exists, enter the proper code number into that field.

SECONDARY EXTERIOR FINISH

Do not consider foundations, basements, and roofs part of either the structural composition or the external finishes. Use the Other code very sparingly. If Other is coded for either the structural system or the finishes, explain in the narrative sections of pages 1A and 2 what the material is. Original or historic finishes should also be described on page 2, in Feature Description and Statement of Integrity.

Field Definitions:

1. Asbestos Siding/Shingles: asbestos cement (mineral fiber) material that has been cut into rectangular or square units which overlap each other when installed. This material appears hard and brittle.
2. Asphalt Siding/Shingles: a bituminous product, surfaced with mineral granules, that has been cut in rectangular or square units which overlap each other when installed. Although this material is usually used for roofing, it may be found as a wall finish. This category includes materials such as bricktex, a brick-patterned asphalt siding.
3. Brick: masonry units composed of clay or shale, formed into a rectangular or square shape, and baked in a kiln. The bricks are then stacked, using mortar. Do not confuse a sheathing of brick with structural brick.
4. Clay Tile: hollow masonry units composed of burned clay, shale, fire clay, or a mixture. The units are often referred to as structural clay tile. Code terra cotta as Clay tile. Terra-cotta refers to a high grade of weathered or aged clay, mixed with sand or pulverized fired clay, and fired at high temperatures. It comes in an assortment of shapes, colors, and glazes. Terra cotta possesses a hardness and compactness unobtainable with conventional brick, and is frequently used in high quality construction for cornices and door and window details.
5. Composition Board: includes a wide range of man-made products from plywood to particle board to Masonite .
6. Concrete, Block: concrete that is poured into block forms and dried. The blocks are then stacked, using mortar. Include concrete which has been formed to simulate stone blocks and then stacked.
7. Concrete, Poured/Cast: concrete that is poured into temporary forms and allowed to dry either on-site or off-site. This type of concrete is frequently reinforced with steel rods or wire mesh.
8. Earth/Clay: any of a variety of uses to which earth can be used for building. This includes use of the category for structural and/or exterior finishes. The category can include sod, puddled clay, rammed earth, or plaster-like finishes of earth/clay except for stucco.
9. Earthen Brick: sun-dried bricks composed of clay, straw, and/or other materials.
10. Glass, Block: glass that has been pressed into block buildings units. The blocks may be tinted, clear, translucent, and/or may exhibit a variety of surface textures.

11. Glass, Pigmented: opaque glass panels applied as a finish and referred to by the trade names Carrara Glass, Sani Onyx, or Vitrolite. This glass is frequently seen in 1930's Art Deco/Moderne commercial facades. The glass was available in a variety of colors and has a high luster finish.

12. Log: features whose members are made of tree trunks with or without the bark. Logs may be horizontal or vertical, or used as a frame. If recording a historic log building, describe the notching (joining at the corner) method in Feature Description, page 2. Terminology and discussion appears in Kniffen and Glassie (1966:52-57) and Noble (1984:110-113).

13. Metal, Decorative: metal that has been cast into a hollow mold, stamped, or pressed into its form. Stamped iron or sheet metal is often incorrectly referred to as "tin."

14. Metal, Frame: refers to a structural framework of steel. Wall panels between the steel members and/or the sheathing are usually another material. Include steel quonsets and metal grain bins in this category.

15. Metal, Horizontal Siding: horizontal siding usually made from aluminum or steel that is found with a smooth or wood grained texture and/or a variety of colors.

16. Metal, Sheet: sheet metal exterior which usually covers another material serving as a structural frame. This category does not include decorative metal, an exterior which has been stamped into a pattern. Corrugated sheet metal would be included in this category.

17. Perma Stone: imitation brick or stone formed by filling molds with stucco which was usually installed over another sheathing material.

18. Plastic, Vinyl: plastic products which have a variety of applications. Horizontal siding bearing a smooth or textured wood-grain finish and a wide range of colors is one example. Other examples include recent vintage portable privies and modern farmstead buildings with either plastic paneling or self supporting plastic walls.

19. Pole: a distinctive type of support system most commonly uses to frame barns. A characteristic feature is the absence of a wall covering the frame, such as pole in barns.

20. Stone, Cut: stone which has been "dressed," i.e., worked or finished into ashlar or uniform stone blocks.

21. Stone, Uncut: native stone which has been modified little or not at all.

22. Stucco/Plaster: a commercially produced exterior wall treatment applied to a backing such as wood or metal lath which produces a uniform wall appearance. Stucco is found in a wide variety of colors and surface textures and is composed of

portland cement, lime, sand, and water. Do not code earth or clay wall finishes as Stucco/Plaster.

23. Tarpaper: heavy paper impregnated with tar. Although used as a roofing base, tarpaper could appear as a wall finish.

24. Thatch: willow, lath, or other wooden sticks attached to a wall in a diagonal or horizontal pattern.

25. Wood Frame: sawn wood frame covered with a sheathing material .

26. Wood, Horizontal Siding: horizontal wood siding which overlaps when installed. Shiplap and drop siding are included in this category.

27. Wood, Shingles/Shakes : wood cut in rectangular, square, or decorative units which overlap each other when installed.

28. Wood, Vertical Siding: boards nailed vertically with or with-out battens.

29. Other: If this category is used, describe the structural system or finish type in the Other Information field (see page 83) or in Feature Description on page 2.

ETHNIC

Indicate the ethnic affiliation of the person(s) that originally owned the building, structure, or object, even if the architect/builder belongs to a different ethnic group than that person. If the ethnic affiliation is not applicable, such as in the case of a bridge, enter 0. Select one of the following:

- | | |
|------------------------------|---------------|
| 0. Unknown or Not applicable | 14. Icelandic |
| 1. African | 15. Irish |
| 2. American Indian | 16. Italian |
| 3. Arabic | 17. Jewish |
| 4. British/Celtic | 18. Metis |
| 5. Canadian | 19. Norwegian |
| 6. Czech/Bohemian | 20. Oriental |
| 7. Danish | 21. Polish |
| 8. Dutch | 22. Russian |

- | | |
|---------------------------|---------------|
| 9. Finnish | 23. Scot |
| 10. French | 24. Spanish |
| 11. German/Austrian/Swiss | 25. Swedish |
| 12. German-Russian | 26. Ukrainian |
| 13. Greek | 27. Other |
-

STYLE

Enter the style that best describes the building, structure, or object's strongest stylistic association. The strongest essence of style may lie in one of the following: form, ornament, facade arrangement, or most often a combination thereof. The criteria for classification will vary. Few subjects will be pure or high style expressions of the following, but should present some of the elements described. Some subjects will be non-architectural, in which case stylistic considerations are inappropriate. If Other is coded, describe stylistic elements on pages 1A and 2. Recommended reading for style classification: Foley (1980), McAlester (1984), Poppeliers (1979), and Whiffen (1976).

0. Non-permanent or semi-permanent utilitarian structures. Includes recent structures such as mobile homes, grandstands, quonsets, garages with no stylistic tendencies and prefabricated storage sheds with concrete slab bases. Bases lack a developed foundation system and are not integrated with a structure or permanently engaged to the soil below grade. Includes structures whose facades are severely altered or reclad as to make stylistic classification difficult or impossible.

PICTURES START HERE.
PAGE 1

35. Other Contemporary (ca. 1920-):

Buildings sheathed in contemporary materials such as brick, wood, stucco stone, metal, concrete, concrete block or aggregate panels with square-headed windows and openings. These subjects defy stylistic classification because the lack true Modernist form and construction and bear few decorative or historic influences. Includes rectangular volumes as well as distinctive shapes (geodesic domes, A-frames.).

ARCHITECT/BUILDER When the name of a feature's architect, engineer, or builder is known, place a 1 in the field by the term and enter the name in the blanks below. If unknown, leave blank. These names often lend significance to cultural resources. When the architect/builder is known, discuss further in the narrative section of pages 1A and 2.

FIELDWORK Enter the month, day, and year that the site was last recorded. If
DATE the site form is updated by a revisit to the site, the date should be changed.

NDCRS ARCHITECTURAL SITE FORM
DESCRIPTIVE SECTION PAGE 1A and PAGE 2

The state of knowledge of North Dakota's cultural resources is constantly evolving as information is added to the inventory and refinements are made in the comprehensive preservation plan. As a result, a resource of previously thought to be non-significant can become worthy of preservation when new methodologies arise or additional data is found to define its importance. Thorough recording is needed not only to accommodate future research, but to ensure that a complete record exists for sites threatened by development or for sites unlikely to be visited by professional surveyors again.

When a site has more than one standing feature, each feature after feature #1 is recorded on page 2. Descriptive information about the entire site is reported in the Descriptive Section of pages 1A and 2. Sufficient information must be collected to allow SHPO staff and federal agencies to make decisions about the preservation of important cultural resources. Standing features which appear to be individually non-significant may be extremely significant as parts of a district, complex, or grouping; therefore, they should be given adequate treatment.

FIELD CODE Write in the numbers or letters used by the surveyor as a Field Code. This
SITS will aid SHPO staff in the event that the form's pages become separated. Like-
NUMBER wise, write in the SITS number if it has been assigned.

FEATURE # When sites contain two or more features, all features recorded after Feature 1
 should be recorded at the top of page 2. This is the same number used for the
 feature on the map, photos, and code sheet.

TIM DID

NDCRS ARCHITECTURAL SITE FORM
PAGE 1A GOES HERE

TIM DID

NDCRS ARCHITECTURAL SITE FORM
PAGE 2 GOES HERE

FOUNDATION Record the observable foundation type. It is possible to note more than one type, for instance, when a foundation has been refaced with stucco applied over cut stone. An interview with the owner may disclose the material(s) which lies below the facing, and such an interview should be discussed in the Feature Description Section. Below are some possible foundation materials.

Clay Tile	Sod
Concrete,	Steel Frame
Simulated Stone Block	Stone, Random
Earthen Brick/Adobe	Stone, Slab
Log	Wood
Rammed Earth/Puddled Clay	

STORIES Record the proper number. Be aware that attic stories (gables with windows, hipped roof with dormers, etc.) comprise a half story.

CORNICE/ROOF Indicate the form and material composition of the cornice and or roof. For roof form, use the list below for identification and consistency in names. Describe roof-line decorative elements in the space provided, and if necessary, elaborate in the narrative section .

DRAWINGS OF ROOFS GO HERE

PAGE 2 OF DRAWINGS OF ROOFS GO HERE

DATING METHOD Using the guide below, write the source(s) of your information in the blank provided. Sometimes several sources will be consulted. For Example, in researching a property a surveyor may check the 1892, 1896, and 1902 Sanborn maps. The surveyor should indicate all three years in the Feature description narrative, any information that will not fit in this space.

- plat maps
 - topo maps
 - date block
 - other
 - county atlas
 - sanborn maps
 - professional estimate
-

**WINDOW
CONDITION**

Using the evaluations below, indicate the overall condition of the windows, and whether alterations have taken place. If alterations are extensive, discuss in the narrative section.

- most original windows and openings intact
 - most original windows replaced, openings intact
 - original windows replaced, openings altered
 - no windows/not applicable
-

**PRESERVATION
RECOMMENDATION**

Using the National Register Criteria for Evaluation, make a recommendation about the feature's potential for National Register nomination. It is mandatory that at least one of the first seven statements be checked for both Reconnaissance and Intensive surveys. Often more than one recommendation should be checked. For example, a Mansard style house of good integrity and individual eligibility may also belong to a larger thematic body of Mansardic style property types scattered throughout an area. In such a case, statements 1) and 6) should be checked. Statements 8)-11) may be checked as an aid for future research and evaluation. When the issue of moving applied, check appropriate issues A-D in the box beside statement 9).

The final determination and eligibility, made by the Society, will override any recommendation made by the recorded.

 DESCRIPTION/
 INTEGRITY/
 EVALUATION

Use these spaces to detail those parts of the building not described by the checklist above. Use the following checklist of elements to guide recording efforts.

- | | |
|---|--|
| <ul style="list-style-type: none"> - Wall System: <ul style="list-style-type: none"> materials type of framing dimension and kind of lumber timber chinking material types of joinery/corner treatment (notching) types of nails used types of siding - Details: <ul style="list-style-type: none"> lumber dimensions on on cornerboards, trim door/window/frames - Other kinds of support: <ul style="list-style-type: none"> Shoring for older features - Cultural material found on the interior of abandoned features | <ul style="list-style-type: none"> - Roof System: <ul style="list-style-type: none"> materials support method dimensions and kinds of rafters and beams presence/absence of eleconnections missing/added elements of feature (to evaluate integrity) - Evidence of paint or other Finishes - Interior wall finishes - Support Structure/Foundation <ul style="list-style-type: none"> sills footings pilings |
|---|--|

In addition, describe any alterations and indicate date(s), of alterations. Integrity is a quality measured in terms of setting, material, workmanship, style, feeling, and association, the combination of which provides an existing or restorable context that allows for the interpretation or recovery of scientific data. Using National Register criteria A, B, C and D, evaluate the subject's ability to convey historical and architectural significance. If the feature is significant under any of the criteria, cite only the criteria that support eligibility. If the feature fails to meet any of the criteria, a statement to that effect should be made.

Give the dating technique used to obtain the information. For example, "The original open porch was enclosed with wood frame walls and screens in 1963, according to the owner," or, "A single story addition on the north side of the building is absent on the 1907 Sanborn Map, but is present on the 1912 Sanborn Map." Note also elements of a particular feature which are not evident in the photo. The material of the cornice, for instance, may differ from that of the rest of the wall, but may be painted to appear to be the same material. Indicate any such information in this section.

Sometimes the information in the Description Section will exceed space available on pages 1A and 2. In such cases, additional Descriptive information will be extended to a Continuation Sheet.

For urban surveys, provide the written legal description by noting the correct Block and Lot numbers for the property.

ARCHITECTURAL SITE FORM: PAGE 3

Because information entered on page 3 (Access; Description of Site; Features; Site Area, Owner Name, Address, and Phone #; Project Title; Report Title; Project Supervisors; Authors; and Statement of Significance) remains consistent for the entire site, it only needs to be completed once per site.

OWNER'S NAME,
ADDRESS, and
PHONE #

Give the name and address of the owner so that he or she can be contacted if the site is to be revisited or of further information is needed. The phone number is not required, but if available will greatly aid further work.

PROJECT TITLE:
REPORT TITLE:
PROJECT SUPER-
VISOR;
AUTHOR

State the project title and the name of the person(s) supervising the project. Specify the title of the report and name of the author(s). Include in this section titles of historic structures reports, inventory reports, and/or survey reports.

SITE AREA

Enter the site area in square feet.

ACCESS

For a rural site, access describes the way one gets to the site. Start at a known point, such as a town, or a highway junction, and trace the route, giving mileage and directions. For example, "From the junction of U.S. Highway 83, for five miles. Turn west and continue for two miles. Turn south through gate and drive 1.75 miles until you reach the bridge across Fred's Creek. The site is on the creek bank two miles west of the bridge."

**DESCRIPTION OF
SITE**

The site description provides a short narrative overview of the site which is not evident from photos, sketch map, and pages 1 and 2. Provide a brief summary of the topographical and environmental composition, cultural materials, site integrity and site condition. If cultural material (such as refuse, machinery, implements, building materials, etc.) is found on site you must use the Historical Archaeological form to record this information.

**SUMMARY OF
SITE FEATURES
& SIGNIFICANCE**

List the number and types of features here. The numbers must be cross-referenced with the Sketch Map, Map Key, photographs and with Feature Number on page 1 of the code sheet. (If more than one identical, not similar, non-significant outbuilding exist, assign one numbers to the entire group.) Use these numbers consistently throughout the other parts of the survey.

Be sure to list the component parts of each of these features in the checklist and Descriptive Section of pages 1A and 2.

**NDCRS ARCHITECTURAL SITE FORM (PAGE 98)
PAGE 3 GOES HERE**

Address the integrity of the total resource as it now exists. It is best stated in terms of historic and or architectural contexts. It may broadly relate to a context on a local, regional, state, or national level. It conveys the importance of the resource and summarizes the events, personalities, historic occupations, or activities that contribute to the resource's significance. A statement of the site's integrity must support the Preservation Recommendation made on pages 1A and 2. The Preservation Recommendation Section should be used as a guide for this statement, however other preservation issues may be discussed.

In completing this section, two documents should be consulted and referenced in the statement of significance for the site. First, the Secretary of the Interior's Criteria for Evaluation lists the basis by which properties are determined significant and eligible for listing in the National Register of Historic Places. Second, the North Dakota Comprehensive Historic Preservation Plan lists and provides narrative explanation of historic and architectural contexts. The Comprehensive Plan provides a frame of reference against which to apply the Secretary of the Interior's Criteria. Copies of both documents are available from the Division of Archaeology and Historic Preservation.

SITE MAP, TOPO MAP, AND PHOTO PAGES

These pages of the form are identical to those used for the Archaeological Site Form. See pages 51 through 56 for instruction in completing these pages. Make sure to give not only units of measurement and the scale on the sketch map, but also length and width measurements of the features. When recording engineering structures such as bridges, include a cross section of distinctive structural systems; for example, a diagram of a trestle bridge should include a cross section of the trestle unit which illustrates the configuration and joinery of cross members. All sketch maps must include boundaries for the site. Site Area must correspond to the maps quarter sections coded on the code sheet. Indicate the location of the datum point on the sketch map.

CONTINUATION FORM

See page 56 for instructions for completing continuation forms.

SURVEY TYPE

The surveyor must note whether the recording is taking place at the Reconnaissance or Intensive level by marking the appropriate box at the bottom of pages 1A and 2.

RECONNAISSANCE SURVEY

Occasionally, the SHPO will direct/review surveys described by the Secretary of the Interior as "Reconnaissance Surveys." These surveys provide planning information through a cursory inspection of an area upon which future surveys can be based. The requirements for reconnaissance surveys differ from those of Intensive surveys. Standards for sufficient data recovery data recovery in reconnaissance surveys differ from those of reconnaissance surveys are available from the SHPO staff. These standards are not meant in any way to set minimum levels for data recovery required of Federal agencies complying with section 106 of the National Historic Preservation Act of 1966, as amended in 1980. Rather, these surveys provide a quick glance of the resources in a particular area and furnish superficial facts about poorly understood areas.

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