



**ALABAMA  
HISTORICAL  
COMMISSION**  
*The State Historic Preservation Office*

468 S. Perry Street  
P.O. Box 300900  
Montgomery, Alabama 36130-0900  
Voice: (334)242-3184  
Fax: (334)262-1084  
[www.ahc.alabama.gov](http://www.ahc.alabama.gov)

## **ALABAMA REGISTER OF LANDMARKS & HERITAGE HISTORIC DISTRICT REQUIREMENTS**

A historic district is an area or neighborhood that has a concentration of buildings and associated landscape and streetscape features that retain a high degree of historic character and integrity, and represent an important aspect of an area's history. For the Alabama Register, eligible properties must be at least 40 years old or older.

### **Requirements for nominating a historic district to the Alabama Register**

- a completed Alabama Register nomination form
- exterior photographs of every building within the district boundaries
- a completed survey form for each building within the district
- a numbered inventory of all properties within the district. The inventory should distinguish between properties that are contributing and non-contributing properties. Contributing properties must be at least 40 years old and retain and exhibit sufficient integrity (location, design, setting, materials, workmanship, feeling and association) to convey a sense of history and significance. Properties that have not reached the age requirement and/or if they do not retain integrity are considered non-contributing. A majority of the properties within the district must be contributing for the district to be eligible for the Alabama Register.
- a map showing the boundaries of the district and every contributing and non-contributing property within the district. Each property should be marked with its corresponding inventory number and marked in such a way to visually define contributing and non-contributing properties.
- a written historical overview of the entire district based on individual property histories and other local historical information. The overview should provide a basic historical background of the area and justify why the area is eligible for the Alabama Register.

If you are interested in nominating a historic district to the Alabama Register, please contact Hannah Garmon for more information at 334.230.2644 or [Hannah.Garmon@ahc.alabama.gov](mailto:Hannah.Garmon@ahc.alabama.gov)



## HISTORIC BUILDING SURVEY FORM INSTRUCTIONS

<b>Survey Number</b>	<p>The survey number is comprised of a two letter county abbreviation followed by a five digit number. The survey number uniquely identifies each resource and should be used on the survey forms, maps, inventory, photographs, and survey report.</p> <p>A county abbreviation list can be found on the AHC website survey page.</p> <p><i>Example: the survey number for the 25<sup>th</sup> property surveyed during a project in Dallas County would be: Ds00025.</i></p>
<b>Form completed by</b>	Enter the name of the person who filled out the survey form.
<b>Date</b>	Enter the date when the survey was performed. Enter the date as MM/DD/YYYY.
<b>Property Name</b>	Enter the historic name of the property, if known. Generally this is the name of the first occupant, the name of the most significant occupant, or the name given to the property by an early occupant. If no historic name can be determined, enter the common name of the house, typically a subsequent or current owner. If no historic or common name can be determined, the name may be the type of the resource, for example: House, Store, Church, etc.
<b>Location/Street Address</b>	Enter the location of the property, including the street number and street name of the property, if available.
<b>City/Zip</b>	<p>Enter the name of the city or town where the property is located. If the property is located in a rural area outside the boundaries of a town or city, enter the name of the nearest city or town.</p> <p>Enter the postal zip code for the area where the property is located. Postal zip codes can be found online at <a href="http://zip4.usps.com/zip4/welcome.htm">http://zip4.usps.com/zip4/welcome.htm</a></p>
<b>County</b>	Enter the name of the county in which the resource is located.
<b>USGS Quad</b>	Enter in the name of the USGS quadrangle map on which the resource is located.
<b>Township, Range, Section</b>	Enter the township/range/section in which the property is located. Example: 9N-4W-13
<b>Current Owner Info</b>	If known, indicate the current owner's name, address, phone number, email, etc.
<b>Construction Date/Source</b>	If known, indicate the exact date(s) of construction. If the exact date is not known, give the construction date by circa date. Source of date (i.e. maps, stylistic evidence, cornerstone) should be cited.
<b>Alteration Date/Source</b>	If known, indicate the exact date(s) of alterations. If the exact date is not known, give the alteration date by circa date. Source of date (i.e. maps, stylistic evidence, cornerstone) should be cited.
<b>Architect/Builder</b>	If known, provide the name of the primary individual or firm responsible for designing & building the property.



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<b>Contractor</b>	If known, indicate the name of the primary individual or company responsible for constructing the building.
<b>Physical Condition</b>	Based on an inspection of the exterior, this refers solely to the physical condition of the building, not its architectural integrity or extent of alterations. Excellent: No visible repair work needed Good: Need for general maintenance Fair: In need of more than routine maintenance Poor: In need of major repairs Ruinous: Structural collapse
<b>Remaining Historic Fabric</b>	Indicate whether the building retains a <b>High, Medium, or Low</b> amount of its original historic fabric. This estimate, based on visual observation and/or archival research, includes materials, finishes, details, and any character-defining features. High=a majority of character-defining features are intact Medium= some alterations; most character-defining features are present Low=still recognizable as a historic building, but with major alterations (windows, siding, porch, etc.)
<b>No. of Stories</b>	Indicate the number of stories (vertical levels) in the building.
<b>Historic/Current Use</b>	Multiple entries are allowed. Choices include: agriculture; commerce/trade; defense; education; government; healthcare; industry/processing; multiple dwelling; recreation/culture; religion; residence—farm; residence—non-farm; social; transportation; unknown; vacant/not in use; or other.
<b>Architectural Style Category</b>	Choose from the following: No Style; Colonial; Early Republic; Mid-19 <sup>th</sup> Century; Late Victorian; Late 19 <sup>th</sup> & 20 <sup>th</sup> Century Revivals; Late 19 <sup>th</sup> & Early 20 <sup>th</sup> Century American Movements; Modern Movement; Mixed; Other.
<b>Architectural Style Subcategories</b>	Choose from the following: French Colonial; Spanish Colonial; Dutch Colonial; Postmedieval English; Georgian; Early Classical Revival; Federal; Greek Revival; Gothic Revival; Italian Villa; Exotic Revival; Octagon Mode; Eclectic; Gothic; Italianate; Second Empire; Queen Anne; Stick/Eastlake; Shingle Style; Romanesque; Renaissance; Beaux Arts; Colonial Revival; Classical Revival; Tudor Revival; Late Gothic Revival; Mission/Spanish Colonial Revival; Italian Renaissance; French Renaissance; Pueblo; Prairie School; Commercial Style; Chicago; Skyscraper; Bungalow/Craftsman; Moderne; International Style; Art Deco; Other.
<b>Basic Typology</b>	Choose from the following: Arcaded Block; Bungalow; Center block with wings; Coastal/Creole Cottage; Dogtrot (open hall); Double pile; Double shotgun; Extended I-House; Enframed Block; Enframed Window Wall; Four-Square; I-House (single pile); One-Part Commercial Block; Pre-Fabricated Buildings; Quonset; Upright with Wing; Raised Cottage; Ranch-style; Saddlebag; Shotgun; Split-Level; Stacked Vertical Block; Temple Front; Three-Part Commercial Block; Tidewater Cottage; Two-Part Commercial Block; Vault; Other.
<b>Basic Shape</b>	Choose from the following: Center block with wings; crescent; cruciform; E-shaped; H-shaped; equilateral cross; L-shaped; rectangular; round; square; T-shaped; U-shaped; Other.
<b>Basic Floor Plans</b>	Choose from the following: Akron-plan; center-hall; hall-and-parlor/hall-and-chamber; nave-and-chancel; open plan; side-hall; single room; two-room; other; unknown.



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<b>Current covering</b>	Enter the selection that best describes the <b>current, predominate</b> type of materials that covers the exterior of the resource: asbestos; asphalt; brick; cast iron; concrete; glass; log; metal, stone; stucco, terra cotta; tile; vinyl, wood-frame; other.
<b>Historic construction material(s):</b>	Enter the selection that best describes the type of material that was used to construct the building: brick; cast iron; concrete; glass; log; metal, stone; stucco, terra cotta; tile; wood-frame; other.
<b>Main roof configuration</b>	Choose from the following: clipped gable/jerkinhead, conical, cross gable, flat, front gable, gable on hip, gambrel, hip, hip on gable, hip with cross gables, hip with double front gables, hip with triple front gables, mansard, monitor, multi-gable, pyramidal, round, sawtooth, shed, side gable, spraddle, and vaulted.
<b>Roof finish material</b>	Enter the selection that best describes the roof finish materials (i.e. asphalt, built-up, composite, metal, slate, tar, tile, wood, other or unknown).
<b>Porch Type</b>	Enter the selection that best describes the porch type (i.e. attached, door hood, entry porch, inset/loggia, porte cochere, recessed, stoop, other or unknown).
<b>Foundation material</b>	Enter the selection that best describes the materials used to construct the foundation (i.e. brick, concrete block, poured concrete, stone, wood, other or unknown).
<b>Window type and materials</b>	Enter the selection that best describes the principal window type (i.e. awning, casement, double hung, fixed, hopper, and jalousie) and materials (i.e. metal, synthetic, and wood).
<b>Number and type of all outbuildings</b>	Enter in the total number of outbuildings associated with the main resource and the type of outbuildings present. Choices included: barn, blacksmith, cellar, chicken coop, cotton gin, crib, dairy, equipment shed, fence/wall, flower pit, garage, gazebo/summerhouse, granary, greenhouse, hog parlor, ice house, kitchen, kitchen with breezeway, milk house, office, privy, shed, silo, smokehouse, stable, storm shelter, tenant dwelling, well/spring house.
<b>Exterior Architectural Description</b>	Write an architectural description of the property. (Example: One-story brick Tudor Revival style house with a cross gable composition shingle roof; faces south, rectangular core with rear extensions; entrance bay gable porch with brick pillars; off-center entrance at façade flanked by double Bungalow Craftsman geometric windows, similar single and double windows at side elevations; exposed brick veneer exterior walls. Also, one-story, detached wood-frame shed).
<b>Description of Setting</b>	Write a description of the setting that includes an analysis of landscape features including, but not limited to: drives, walks, designed plantings/beds; fencing; walls; drainage/irrigation systems; fence/hedgerows; field systems; formal/geometric features; pastures; groves; orchards; ponds; terracing/contouring, and woods.
<b>Historical Notes</b>	If available, include any historical information about the property.
<b>Eligibility</b>	Indicate whether or not the property is eligible for the Alabama or National Registers. If eligible for the National Register, indicate the criteria and level of significance. Also, provide a statement justifying why the property is eligible or not eligible for the Registers.

## Alabama County Abbreviations

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Autauga	Au	Elmore	Ee	Montgomery	Mt
Baldwin	Ba	Escambia	Es	Morgan	Mg
Barbour	Br	Etowah	Et	Perry	Pe
Bibb	Bb	Fayette	Fa	Pickens	Pi
Blount	Bt	Franklin	Fr	Pike	Pk
Bullock	Bk	Geneva	Ge	Randolph	Ra
Butler	Bu	Greene	Gr	Russell	Ru
Calhoun	Ca	Hale	Ha	Shelby	Sh
Chambers	Ch	Henry	He	St. Clair	Sc
Cherokee	Ce	Houston	Ho	Sumter	Su
Chilton	Cn	Jackson	Ja	Talladega	Ta
Choctaw	Cw	Jefferson	Je	Tallapoosa	Tp
Clarke	Ck	Lamar	Lr	Tuscaloosa	Tu
Clay	Cy	Lauderdale	Lu	Walker	Wa
Cleburne	Cb	Lawrence	La	Washington	Wn
Coffee	Co	Lee	Le	Wilcox	Wx
Colbert	Ct	Limestone	Li	Winston	Wi
Conecuh	Cc	Lowndes	Lo		
Coosa	Cs	Macon	Mc		
Covington	Cv	Madison	Ma		
Crenshaw	Cr	Marengo	Mo		
Cullman	Cu	Marion	Mr		
Dale	Da	Marshall	Ms		
Dallas	Ds	Mobile	Mb		
Dekalb	Dk	Monroe	Mn		



## HISTORIC BUILDING SURVEY FORM

### I. Location/Ownership

AHC Survey Number:		Form completed by:		Date:	
Property Name:					
Location/Street Address:					
City/Zip:		County:			
USGS Quad:		Township/Range/Section:			
Current Owner's Name & Contact Info (if known):					

### 2. Physical Description

Construction date:		Source:	
Alteration date:		Source:	
Architect/Builder:		Contractor:	
Physical condition: (Excellent, Good, Fair, Poor, Ruinous)		Remaining historic fabric: (High, Medium, Low)	
No. of stories:			
Historic use of property:			
Current use of property:			
Architectural style category:		Architectural style sub-category:	
Basic typology:		Basic shape:	
Basic floor plan:		Historic Construction material(s):	
Current exterior wall material(s)		Roof finish material(s):	
Main roof configuration:		Foundation material:	
Porch type:			
Window type and materials:			
Describe alterations:			
Number and type of all outbuildings: (if significant, fill out separate survey form)			
Exterior Architectural Description:			
Description of Setting:			
Historical Notes:			

### 3. Eligibility

Appears Eligible for Alabama Register:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> would contribute to a district	<input type="checkbox"/> Undetermined	
Appears Eligible for National Register:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> would contribute to a district	<input type="checkbox"/> Undetermined	
AR Criteria:	<input type="checkbox"/> A	<input type="checkbox"/> B	<input type="checkbox"/> C	<input type="checkbox"/> D	<input type="checkbox"/> Undetermined
NR Criteria:	<input type="checkbox"/> A	<input type="checkbox"/> B	<input type="checkbox"/> C	<input type="checkbox"/> D	<input type="checkbox"/> Undetermined
Level of Significance:	<input type="checkbox"/> Local	<input type="checkbox"/> State	<input type="checkbox"/> National	<input type="checkbox"/> Undetermined	
Justification of Eligibility/Ineligibility:					