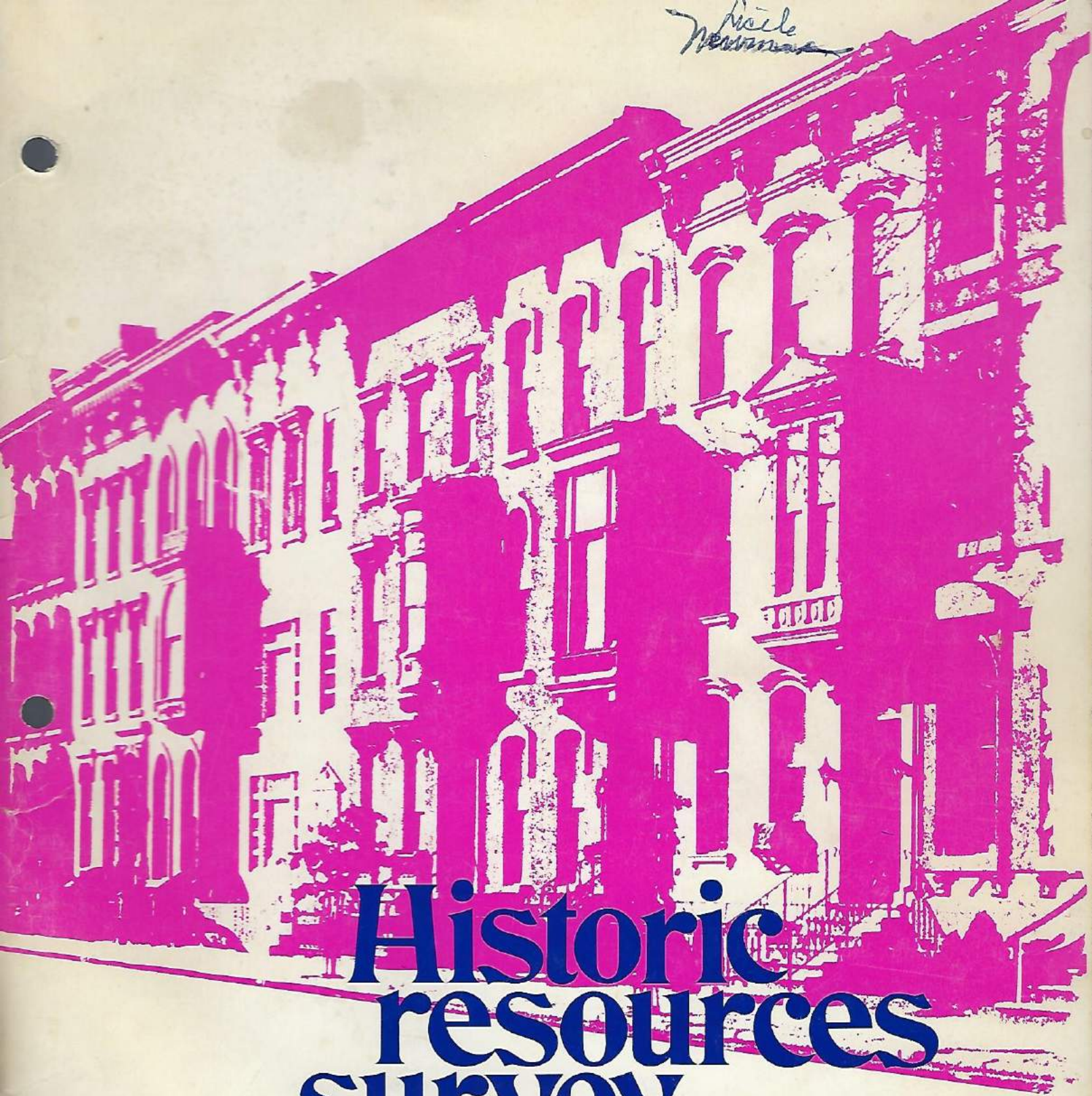


W. H. H. Newman



Historic resources survey manual

NEW YORK STATE PARKS & RECREATION • STATE BOARD FOR HISTORIC PRESERVATION



HISTORIC RESOURCES SURVEY MANUAL

Prepared by

STATE BOARD FOR HISTORIC PRESERVATION
(formerly New York State Historic Trust)

ALBANY, NEW YORK 12223

1972

STATE OF NEW YORK
NELSON A. ROCKEFELLER
Governor



PARKS AND RECREATION
ALEXANDER ALDRICH
Commissioner
and
State Liaison Officer

BOARD FOR HISTORIC PRESERVATION
JOSEPH VEACH NOBLE
Chairman

PREAMBLE

NATIONAL HISTORIC PRESERVATION ACT OF 1966

An Act

To establish a program for the preservation of additional historic properties throughout the Nation, and for other purposes.

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled,

The Congress finds and declares--

(a) that the spirit and direction of the Nation are founded upon and reflected in its historic past;

(b) that the historical and cultural foundations of the Nation should be preserved as a living part of our community life and development in order to give a sense of orientation to the American people;

(c) that, in the face of ever-increasing extensions of urban centers, highways and residential, commercial and industrial developments, the present governmental and nongovernmental historic preservation programs and activities are inadequate to insure future generations a genuine opportunity to appreciate and enjoy the rich heritage of our Nation; and

(d) that, although the major burdens of historic preservation have been borne and major efforts initiated by private agencies and individuals, and both should continue to play a vital role, it is nevertheless necessary and appropriate for the Federal Government to accelerate its historic preservation programs and activities, to give maximum encouragement to agencies and individuals undertaking preservation by private means, and to assist State and local governments and the National Trust for Historic Preservation in the United States to expand and accelerate their historic preservation programs and activities.

Public Law 89-665
89th Congress, S. 3035
October 15, 1966

PREAMBLE

ESTABLISHMENT OF NEW YORK STATE
BOARD FOR HISTORIC PRESERVATION

The existence of irreplaceable historic resources which give character and distinction to our communities and to the state are threatened by the forces of change. Accordingly, it is necessary and desirable to coordinate historic preservation.

Such historic preservation should involve, among others, historians, architects, educators, planners, realtors, public and private agencies at all levels of government and in the private sector, and should involve all levels of government.

The state government should assist local government and cooperate with the national government for such purposes.

It is the purpose of this chapter to continue and encourage historic preservation programs and activities and to vest responsibility for the coordination of such programs and activities in the commissioner of parks and recreation.

Consolidated Laws, 1972
Chapter 660

PREFACE

The National Historic Preservation Act of 1966 did much to broaden the popular concept of what should be preserved. A very significant expansion was the provision that authorized the National Register of Historic Places to include not only landmark buildings but also districts, sites, structures, and objects of value on the local and state, as well as national, levels. The act also provided for the establishment of a Federal Advisory Council on Historic Preservation and a matching grant-in-aid program with the states.

New York has taken advantage of the opportunities offered by this Federal legislation. Governor Rockefeller in the summer of 1972 signed an act placing responsibility for the State's Preservation Program in the Office of Parks and Recreation. The Commissioner of Parks and Recreation was made State Liaison Officer to the Federal Government. With the advice of the Board for Historic Preservation (formerly the New York State Historic Trust), this office conducts a continuing survey of historic places, prepares nominations to the National Register, reviews the effects of Federal- or State-sponsored projects on recognized historic properties, and allocates funds available for grant-in-aid programs.

To fulfill its survey responsibilities, the Board for Historic Preservation is now reactivating the State-wide Survey begun in 1967. The broad scope of the current survey is revealed in

the first part of this manual, a statement prepared by Diana S. Waite and Paul R. Huey concerning the philosophy of the "new preservation." The second section of the manual outlines the means by which the Board proposes to conduct the survey.

Only with the support of dedicated volunteers in each community will the Board be able to meet fully its legislated preservation responsibilities. This manual is, therefore, designed to be used by volunteer groups or individuals throughout the state who will work closely with members of the Board staff. Methods of organizing local survey teams and the components of surveys are described.

Frederick L. Rath, Jr.
Chairman, Governor's Advisory
Committee on Historic Preservation

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INTRODUCTION

Thousands of New Yorkers and visitors from other states and countries are already acquainted with the system of state-owned historic sites. Stretching the length and breadth of the state and operated in conjunction with the state parks system through the Office of Parks and Recreation, the historic sites have become an increasingly popular focus of educational and leisure time activities.

In addition to developing the sites program the Office of Parks and Recreation is also charged with the responsibility of coordinating historic preservation activities throughout the state. This task involves cooperation not only with public and private groups at the local and state levels but also with the national government in activities geared towards the wise conservation and utilization of the state's historic resources. As the State Liaison Office, Parks and Recreation administers in New York State the programs legislated by the National Historic Preservation Act on 1966, including the National Register of Historic Places and the related grants-in-aid.

Because the need to conduct surveys to determine what should be saved is central to the implementation of preservation programs, the Board for Historic Preservation in the Office of Parks and Recreation is at this time reactivating the State-wide Survey begun in 1967. In order to make this project a success, the Board needs the cooperation of concerned groups and individuals throughout the state, for the wealth of New York's heritage as well as the sheer

size of the state make it imperative that the surveys be carried out on the local level by volunteers and the results integrated into the State-wide Survey. To aid these local efforts, the Board has, therefore, compiled this manual to explain the principles of historic preservation and to provide guidelines for executing local projects.

PART I: SOME NEW IDEAS ABOUT HISTORIC PRESERVATION

Importance of Historic Preservation

The objectives and benefits of historic preservation are closely intertwined and it is often difficult--and perhaps even unnecessary--to separate the two. The tangible remains of the past--landmark buildings, neighborhoods, open spaces such as squares and parks, as well as the layout of streets and roads--all not only evidence past ways of life but also contribute to the character and individuality of our communities by forming visually interesting, diverse environments and by providing a sense of identity and a sense of place. Much as we take pleasure in and draw strength from natural beauty, so can we also benefit from the character of the cultural environment.

Utilized as a dynamic, progressive force to revitalize urban areas and to protect town and rural settings, historic preservation has also frequently proven to be the most economical solution, not only financially but also in terms of the conservation of resources. In questioning the theory of abandonment many Americans have realized that the destruction of buildings and neighborhoods which still have a useful function to serve is an extravagance that this country can no longer afford in physical or human terms. Properly managed, historic resources can provide residents with a sense of pride in their locale and a renewed confidence in the future of the area. And many communities are just beginning to realize the important role to be played by preservation in the flourishing tourist industry.



The Jefferson Market Courthouse, completed in 1877, is an outstanding example of how the old can be combined with the new to benefit a large and varied segment of a community. An important landmark in Greenwich Village, the building was rehabilitated as a branch of the New York Public Library. The architectural features of the exterior and many of the decorative elements of the interior were retained.

America is now experiencing an exciting time of often seemingly overwhelming, but also stimulating, incessant change. The resultant new construction and large scale planning are as much an image of twentieth century culture as historic resources are a reflection of past ways of life. Creative historic preservation efforts must meet the challenge of effectively incorporating the old with the new to enrich the environment and to improve the quality of life for all New Yorkers.

Types of Historic Resources That Should Be Saved

In the past when questions about historic preservation arose locally, thoughts turned primarily to the need to save military sites and domestic and religious structures which frequently dated from the earliest years of a community's settlement and were associated with a noted individual or with an important historical event. Often the results of this concern were very successful preservation projects from which many have benefited. Today, for example, many New York communities have an historic house museum with period furnishings and other artifacts that attracts visitors from all parts of the country. Many New Yorkers enjoy the daily comforts and pleasures of residing and worshipping in structures built by their forebears. The preservation of these properties has made a significant contribution towards establishing and maintaining a sense of continuity and identity in the community, reassuring elements in this age of rapid technological advance.



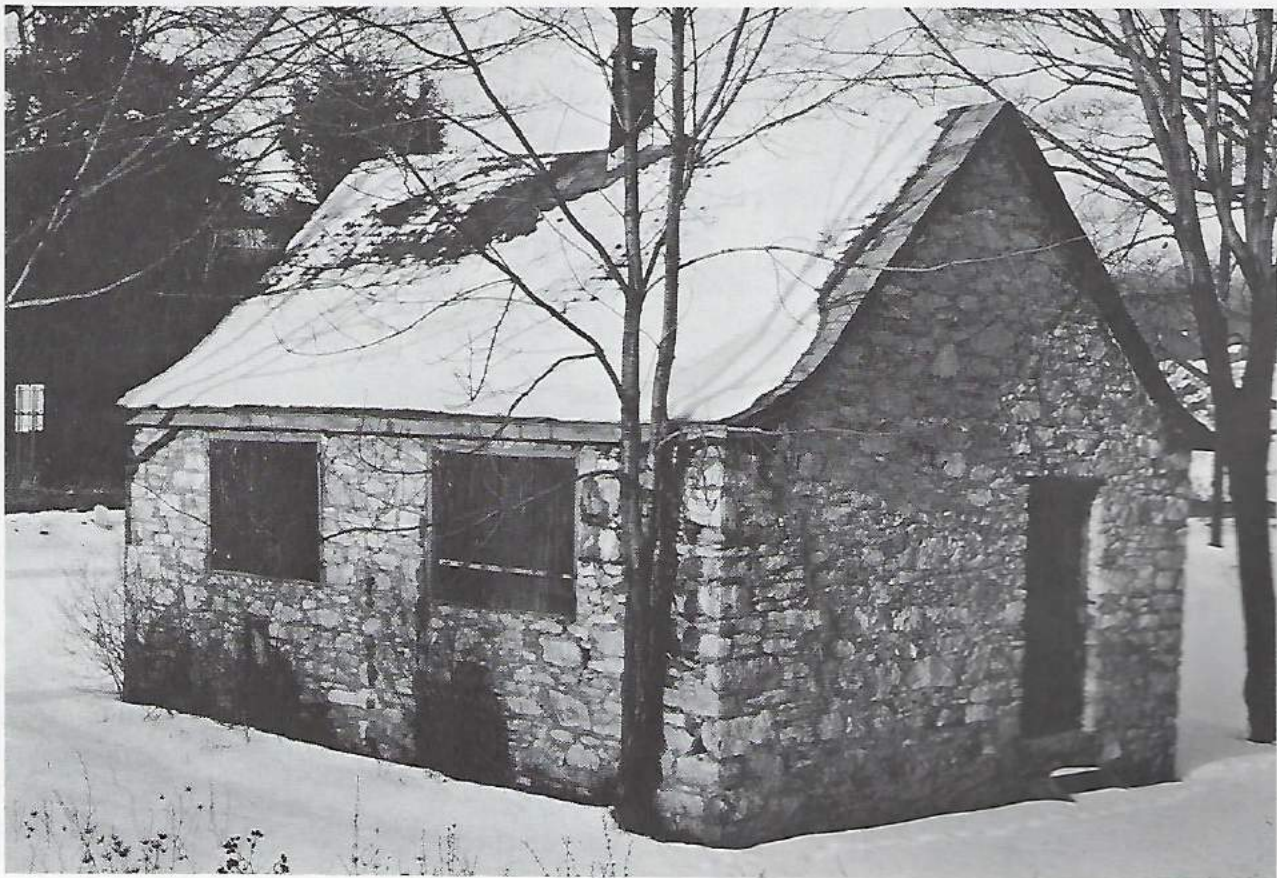
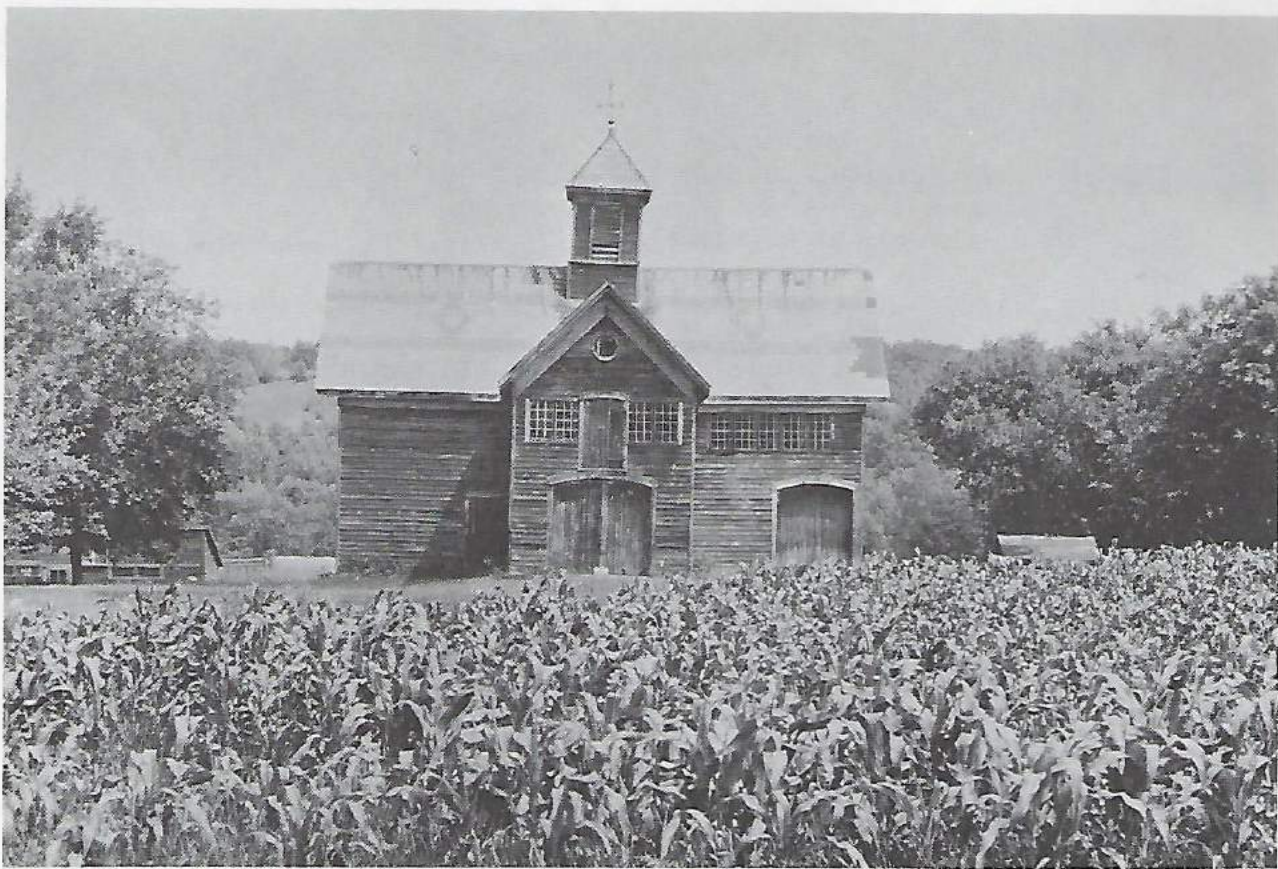
These late nineteenth century residences along State Street facing Washington Park in Albany are important assets to the city for many different reasons. While many have considerable architectural merit on an individual basis, all the structures together with the open space of the park form a noteworthy urban environment of remarkable scale and visual quality. Here the whole has greater significance than merely the sum of its parts. Furthermore, the changing uses of the buildings evidence changing ways of life in the city.

The 'New Preservation'

But as change has permeated nearly every aspect of twentieth century life, so have new ideas about historic preservation been formulated and assimilated. Increasingly since World War II, interest in the past has been expanded and transferred into a concern for preservation on an even broader scale. Sometimes termed the 'new preservation' this movement focuses upon the desire to preserve the evidence of a region's overall historical development in its proper context and in such a way that it will play an economically viable role in the contemporary scene.

In its broadest sense, this new attitude centers around the need to preserve the remaining physical elements of what have been called historical development patterns, the grouping of structures such as agricultural settlements, industrial complexes, residential neighborhoods, and commercial districts. These historic resources--existing structures as well as archeological sites--are viewed as the tangible remains of past ways of life, rather than as isolated references to an individual or event.

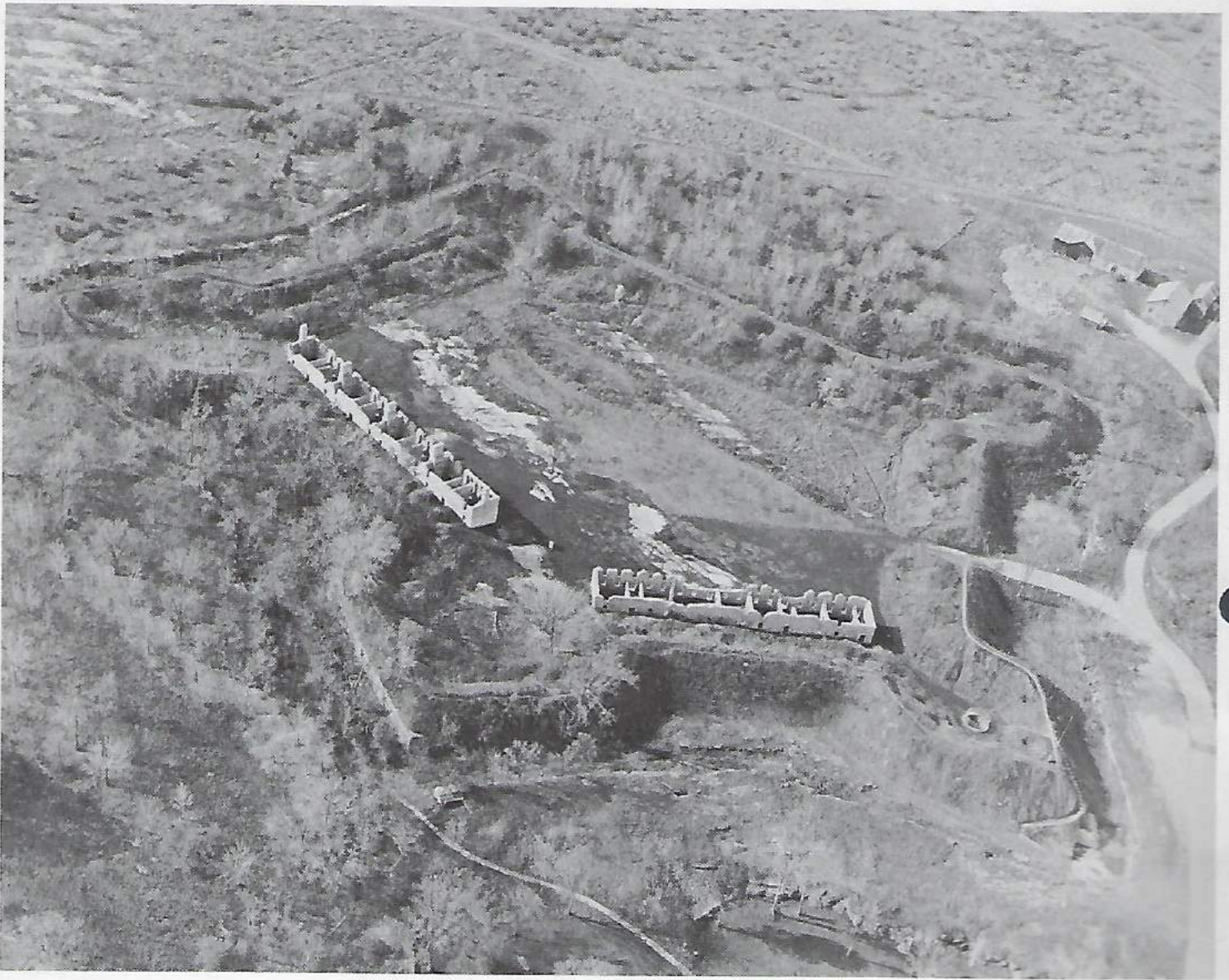
To gain a realistic understanding of the past, it is essential to examine all facets of daily life in the past. Consideration must be given, for example, not only to the decoration of the drawing rooms and sanctuaries, but also to systems used for heating and plumbing, to the function of the outbuildings, and even to the mode and frequency of travel between the houses and the churches. In addition it is equally necessary to preserve evidence of the total



The "new preservation" is also concerned with vernacular architecture, which followed established local methods of design, construction, craftsmanship, and use of materials, as in this frame barn and this stone schoolhouse located in Rensselaer County. As with all types of structures--urban and rural, high-style and vernacular--the siting and relationship to other man-made and natural features contribute to a building's character.

cultural environment remaining in other parts of the community about the ways in which inhabitants earned their livings, carried out financial activities, purchased retail goods, transacted legal and governmental business, communicated with other parts of the world, and spent leisure time. This concern should be directed towards gaining an understanding of all groups that participated in the life of the community, not just the wealthiest or the most famous. Where and how did the other members of society--the shopkeepers, clerks, mill hands, and servants, for example--spend their working hours and their spare moments?

An outgrowth of this attitude toward historic preservation is the increased recognition given to architectural qualities, to urban design features such as open spaces and street patterns, and to elements of landscape architecture and design. Frequently, examples of the work of leading architects, structures that are particularly fine architectural examples of their period, or rare survivors of certain types of buildings or methods of construction receive well-deserved recognition. But certain structures representative of the conventional approach to building design and construction and those designed by local architects and builders--often called vernacular architecture--should also be preserved for they are frequently even more illustrative of the general historical development than monumental or unusual structures.



The British fort at Crown Point, built in 1759 and burned in 1773, is an impressive archeological site owned and preserved by the State of New York. Standing ruins of stone barracks and the fort's earth-filled ramparts are evident. Sites of other structures associated with the fort are visible as slight surface traces indicated by either shallow indentations or slight mounds in the ground surface.

Because of its involvement with the total environment and the need to preserve historic resources in their proper physical context, the "new preservation" is particularly concerned with the settings of buildings and with historic districts. The siting and orientation of rural buildings in relation to the landscape as well as the juxtaposition of urban structures in time and place to each other, to open spaces, and to the street pattern are important factors in an area's character.

The "new preservation" also recognizes the need to analyze the evidence from all eras, from the prehistoric to the most recent. Since its founding America has been continually growing and developing, and no historian can legitimately assign an arbitrary cut-off date for significant or relevant developments. In fact, as one ardent preservationist has noted, there is no sensible contradiction between wishing to spare good buildings and being a protagonist of contemporary architecture, for both are significant reflections of the culture that created them.

The Preservation of Archeological Remains

Archeological remains are vital and irreplaceable resources for future historical research and for an objective approach to the cultural interpretation of any historic community or region. These resources are absolutely non-renewable and thus must be treated carefully and wisely. In many instances, archeological remains are the only untapped and unspoiled historical and cultural resources left which may be representative of a people and their system of ideas.



Remains of the Hendrick Andriessen van Doesburg house built about 1650, uncovered in the southeast corner of the site of Fort Orange in Albany. These remains had been preserved for centuries under six feet of fill beneath Broadway. The site was located by means of historical research and was carefully excavated and recorded previous to construction of the new Albany arterial highway through the site.

Once disturbed or excavated, archeological remains are gone forever, and any such destruction of archeological sites involves a tremendous responsibility. Consequently the purpose of the archeological survey for historic sites is the preservation rather than the excavation of sites. Preservation can be achieved, once the location of a site is on record, by directing new construction or other development around rather than through an important site. If destruction of a site due to new development cannot be avoided, then careful excavations in the site can be planned well enough in advance to preserve a permanent record of artifacts and features before the bulldozers arrive. Salvage work is simply a matter of controlled destruction by the archeologist compared to uncontrolled destruction by the bulldozer. Naturally, the priority is to preserve a site for the future if possible, excavate if necessary. Unfortunately, the rate of development throughout the state is overwhelming, and every area is losing important archeological sites faster than the archeologists can possible work.

Theoretically, every significant historic structure stands on a significant historic archeological site. The building together with the artifacts or other remains which have accumulated in the ground around it are wedded together into a deeply complex cultural entity which can explain human activities on that site. Extensive or needless excavations around buildings already preserved should be avoided since excavations destroy some of the site's future potential.



Salvage archeology at the Schuyler Flatts site north of Albany revealed buried remains of a trench dug apparently in the 1740's to hold a defensive stockade wall built around the house. After the stockade was removed, the foundation wall of an outbuilding was constructed in the 1750's over the filled-in trench, crossing it at right angles. Because of the significance of the site and because of local interest aroused by these and other discoveries, a developer who owned the property agreed to set aside these remains and preserve them in a small historical park. The project was successful due to the cooperation of the Historic Trust with the Town of Colonie and the Heldeberg Workshop.

A significant historic structure which has been burned or torn down may still be a significant historic archeological site, and such sites are important to include in the survey. Many of the earliest and finest buildings in the state have only recently been destroyed, but if their locations can be identified and the sites have not been otherwise disturbed, such places should be surveyed and noted for preservation as well as, perhaps, for stabilization and interpretation.

Adaptive Use

Since the "new preservation" advocates the need to save not only individual structures but also whole areas dating from all eras and representing all aspects of community life, it becomes readily apparent that these elements must be a vital part of the tax structure of the community. By remaining a living part of the environment, historic resources will best be of service to present as well as future generations and will simultaneously form part of the story of the continuing development of the area.

Many times an appropriate use for an old structure may be found simply in the more efficient utilization of the existing space or in a refinement of the original use. A large commercial building--a former department store, for example--might effectively be converted into small shops on the first floor with offices in the upper stories. A large dwelling might be divided into several apartments.



One example of adaptive use is Rochester's Jonathan Child House built in 1838, which the Landmarks Society of Western New York successfully converted into an office building while respecting the integrity of both interior and exterior architectural elements.

In other instances, entirely new uses which may not have even existed when the structure was erected must be created. Across the state imaginative adaptive uses have been devised for a wide variety of structures. The Warren County Courthouse, for example, once again became an integral part of the Lake George region as a center for governmental, cultural, and scientific organizations. The Jefferson Market Courthouse, long a Greenwich Village landmark, was very successfully converted into a branch library. After the Acton Civill Polytechnic Institute, more commonly known as the Coeymans School, was no longer needed by the Board of Education, the local fire department began to rehabilitate it for a community center. Two large neighboring nineteenth century dwellings in Rochester were converted into offices by the Landmark Society of Western New York, which occupies one as its headquarters. Throughout the state many restaurant owners have discovered that the atmosphere of once-abandoned structures such as railroad stations and mills subsequently contributes to their business success.

Ruins of historic structures such as mills or burned-out houses of stone or brick, stabilized and made safe, frequently hold great fascination for the public and can greatly enhance historic interpretation. As permanent exhibits, such remains challenge the imagination and can provide stimulating variety in the environment if they are properly maintained and landscaped. The potentials of ruins stabilization in America have hardly been recognized, but people who have visited ruins often mention a sense of atmosphere and presence of the past. Many ruins, of course, stand above ground, but archeological sites also may contain buried ruins which should be preserved as cultural resources.



This pleasant streetscape in Cazenovia has been created largely by the manner in which the integrity of the buildings has been respected. The facades have been well maintained but little altered, and the shops are clearly identified with attractive, yet unobtrusive signs. While contributing to the special character of the shopping district by creating an attractive and orderly environment, these structures simultaneously play an economically viable role in the village.

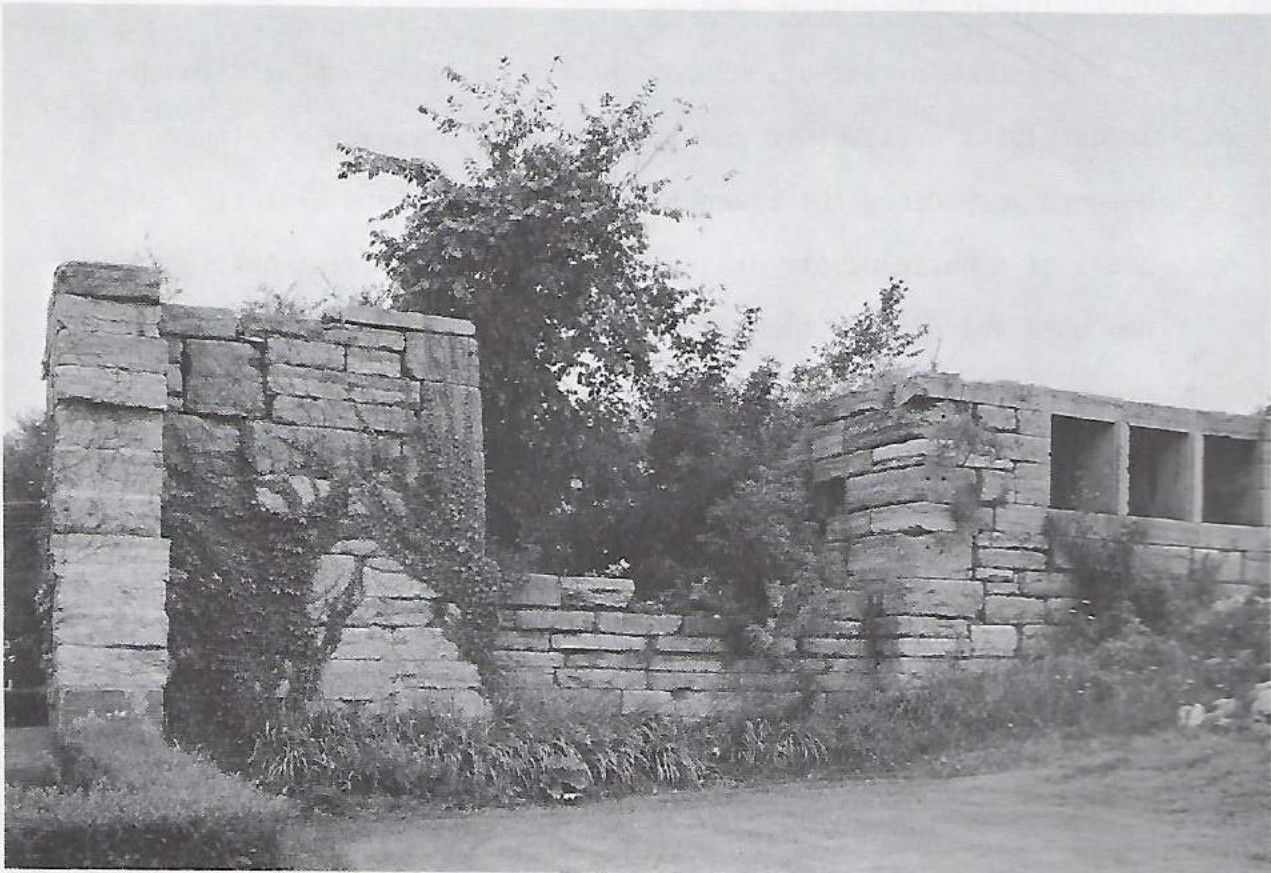
In certain historic areas, the locations of walls indicating floor plans of buildings no longer visible above ground but known either through accurate records or archeological investigation can be outlined on the ground and landscaped to delineate spatial relationships. Vacant lots in an historic district can be landscaped and interpreted in this way, or much larger areas can be so treated to show a settlement pattern. In either case, the marking of wall locations and settlement pattern should be based on fact and should avoid conjecture.

Integrity of Historic Resources

The "new preservation" concept places prime emphasis on the integrity of a structure and its setting. Striking a balance between respecting the essential architectural and historic character of a building or district and the physical integration of new uses and construction is of crucial importance in determining the project's success. The visual pollution of the setting or a conflict in land uses can be as damaging as the destruction of the actual historical fabric.

This concern about integrity is also reflected in the modern preference for preservation over restoration and reconstruction. Preservation, because it is involved with the retention of the existing fabric of a building as it changed over the years, is usually considered to be a more valid approach than restoration, which has traditionally attempted to return a structure to a particular point in time and therefore, despite much scholarly

research, almost by definition necessitates much guesswork at many levels of the project. Because of the tremendous challenge presented by preservation projects alone and because of inherent problems regarding authenticity, reconstruction of buildings is generally a last resort.



Standing as testimony to the skilled engineers and masons who designed and constructed it, the stone ruins of this lock of the Erie Canal in Cohoes now form a dramatic backdrop for a garden.

PART II: THE LOCAL SURVEY

A. Organization and Emphasis

1. Coordinating Survey Efforts

In extending the 1967 State-wide survey and in fulfilling its project review and National Register responsibilities, the Office of Parks and Recreation through its Board for Historic Preservation plans to encourage and coordinate a series of locally conducted inventories of historic sites. Where local surveys are well under way, the Board's staff seeks access to the information already generated. In other areas the staff will encourage local volunteer groups to begin survey work.

2. Aid to Local Survey Efforts

Each member of the Board's survey staff is responsible for coordinating local surveys within a specific region of the state (see map page 74). This staff member will meet with surveyors to help them determine the objectives and scope of the survey and to aid in its organization and conduct. The staff can provide available information about other surveys already undertaken in the area, about other local groups or individuals from whom valuable assistance might be obtained, and about financial support for the survey through funding programs administered by public and private groups concerned with historic preservation.

3. Manpower for Conducting the Local Survey

The ultimate preservation goals of the survey will be advanced if as many different groups and individuals in the community as possible are involved. Having people from a variety of groups participate in the planning effort, carry out the field work and historical research, and analyze the results can be an important method of education as well as an excellent means of developing widespread support for preservation activities. The successfully organized survey will provide meaningful roles for the professional as well as the amateur.

A steering committee together with a Board staff member should be responsible for organizing the survey, coordinating the efforts of all volunteer groups, making policy recommendations, and, with other workers, evaluating the results. Members of this committee should include not only professionals such as architects, historians, and planners but also community leaders able to provide communication with a wide segment of the local population. The committee should be headed by a chairman who will be responsible for administering the survey.

Volunteers properly instructed in inventory techniques are a key to the success of the current State-wide survey. The staff will work with local volunteer groups in developing orientation and training sessions which should

underline the need for thoroughness, accuracy, and consistency in the preparation of all parts of the survey records. In addition, as work progresses, the surveyors should meet periodically to exchange information. Many organizations have already conducted successful surveys based primarily on the work of volunteers.

An examination of other aspects of the survey will suggest ways of using other individuals and groups to their greatest potential. Volunteer contributors might include individuals such as businessmen, journalists, county and local historians, draftsmen, genealogists, craftsmen engaged in the building trades, and public officials, as well as members of organizations such as local chapters of the American Institute of Architects and the Society of Architectural Historians, the board of realtors, historical societies, planning boards, Yorkers and other organized student groups, and the bar association.

4. Early Warning System

Local groups are encouraged to keep the Board staff informed of the progress of their surveys and to seek aid if any difficulties arise. They are also encouraged to review survey information with the staff as it is developed rather than to wait until the entire inventory has been completed. The Board particularly urges local groups and officials to notify the staff as soon as possible about

threats to the preservation of important local resources. In this way a State-wide early warning system, allowing sufficient time to develop satisfactory solutions, will be established.

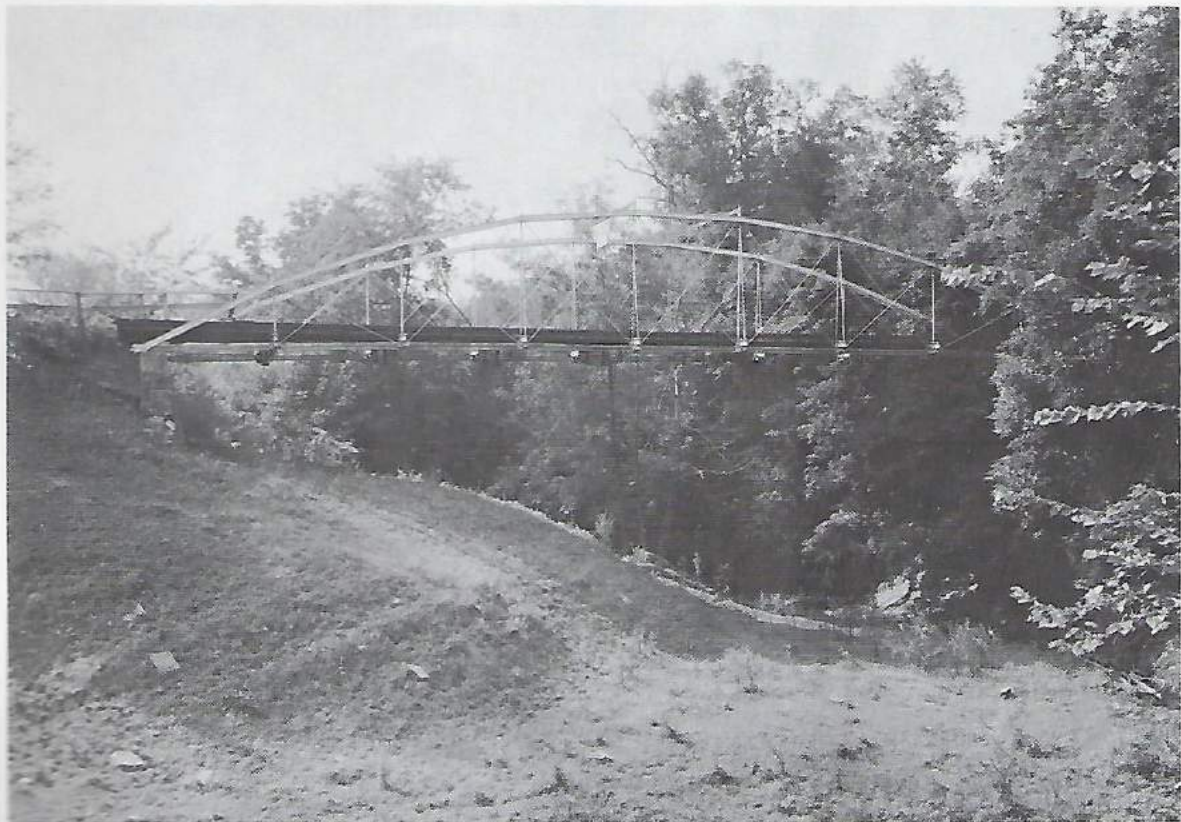
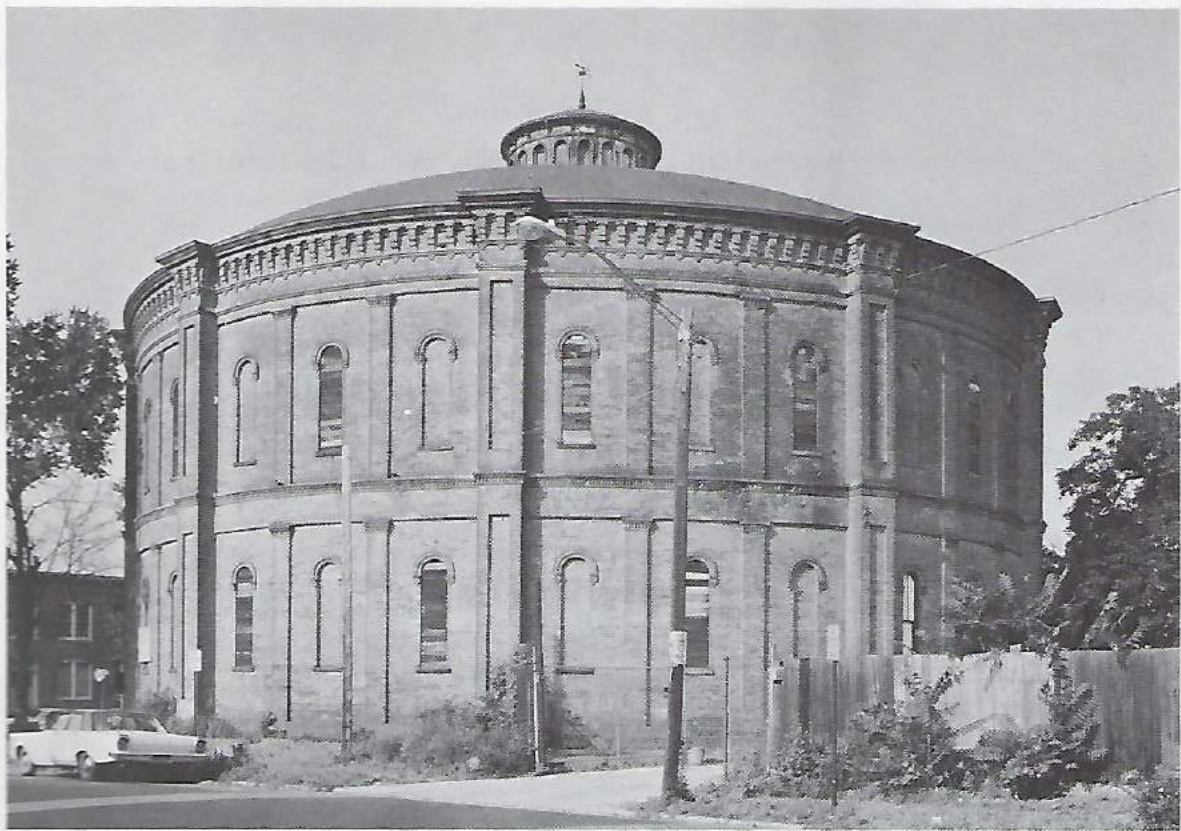
5. Repository for Survey Records

The Board office will serve as a central repository for survey records. The records should be submitted in a fiberboard envelope and should be typewritten if at all possible. Each community should also arrange for the safekeeping of a duplicate copy of the records, preferably in an established local archive such as an historical society or library, where it will be accessible to the public.

6. Emphasis of the Survey

In determining the emphasis of the survey, the local group should bear in mind particularly the following points which were discussed in detail in the first section of this manual:

- a. Concentrate survey efforts upon identifying those desirable resources that give the area its essential character. Give particular attention to historic districts and the environments of landmark structures, rather than to isolated buildings. Along with integrity, these considerations, not just age, should be the basis for deciding what should be included in the survey.



One of many points to consider while surveying is the area's industrial archeology, the structures and sites related to its industrial development. The gasholder house in Troy and the Whipple Bowstring Truss Bridge in Albany are important for technological and engineering reasons, but they are also related to the growth of their locales.

b. Keep constantly in mind the overall historical development of the area, for it will often not only explain the existence of familiar landmarks but also stimulate investigation about less well known but equally significant resources. Knowing that a community was once an important textile center, for instance, may account for the presence of large industrial buildings and owners' mansions and should lead to a search for other elements that once played an important role in the economy, such as the means used to supply power to the factories, facilities for handling raw materials and the finished products, and quarters for the millhands.

B. Components of the Survey

The three components of each local survey explained below--the Historical Analysis, the Inventory, and Recommendations for Future Action--were developed in accordance with guidelines established by the Federal government for state historic preservation plans.

1. The Historical Analysis

An essential part of the survey is a concise analysis of the forces that have shaped the community, for without prior reflection upon basic historical themes, a surveyor would be hard pressed to select sites intelligently and to determine their relative significance.

The Historical Analysis should consist of a brief account of the general development of the area surveyed including not just its early but also its recent history. The term "history" should be taken in its broadest context. Beyond the usual political history of an area, the surveyor also should consider the underlying themes that combine to give each place its own individual character. The information needed for this part of the survey should be gathered through historical research.

a. Historical Themes

The following list of themes may be helpful in preparing the historical analysis. Other themes unique to the development of the region or community should also be taken into consideration.

1. Geological formations, geographical features, the natural environment.
2. Prehistoric life.
3. Historic Indian tribes and their culture.
4. The arrival of people from abroad including explorers, missionaries, traders, early settlers, later immigrants.
5. The reasons and incentives for settlement such as land grants, mill sites, mineral resources.
6. The patterns of transportation development including rivers, canals, railroads, roads and street patterns, and rapid transit systems.

7. Military and political history including the French and Indian War, American Revolution, War of 1812, local rebellions, impact of the Civil War and later foreign wars.
8. Economic factors such as water power; technological inventions; turnpike, canal or railroad construction; war industries, mineral resources; recreation; periods of boom and depression.
9. Social and cultural trends such as religious sects, reform movements, education, art, architecture, music, and literature.
10. Individuals or groups that played a part in shaping the character of the community including farmers, industrialists, merchants, bankers, religious figures, judges, architects, statesmen.

b. Sources

The amount of valuable documentation to be uncovered about an area is actually limited only by the time and personnel available. But the type of historical material necessary to conduct a local survey can usually be obtained quite readily from a few key sources.

Published secondary sources such as county and city histories can provide basic information on the general history and often on the area's more important individual structures as well as biographical material on leading citizens, including architects and builders. Newspaper obituaries are another rich source of biographical data. Many churches, schools, businesses, and other institutions have published historical

accounts which mention when their buildings were erected and remodeled. If the date of the beginning of construction, cornerstone laying, dedication, or opening of a large structure is known, contemporary newspaper accounts may provide detailed information on the buildings. Gazetteers of the state and accounts by travelers which were published periodically throughout the nineteenth century provide contemporary descriptions of many communities.

Furthermore, almost every community has its specialists on topics such as Indian trails or covered bridges, and these people should be urged to contribute to the survey.

Another ready source of information is old wall maps and atlases which, when arranged chronologically, indicate the physical development of an area. Old maps may also reveal former street names and numbers, ownership of property, and the configuration of individual buildings. Old views and photographs should also be investigated. These materials as well as published accounts are found in the collections of libraries, historical societies, and private individuals, as well as in local government and business offices.



Aerial views and old maps are very helpful in carrying out survey work. This aerial view of the Stockade area in Schenectady would be of value in establishing boundaries of an historic district, in pinpointing location and property lines of individual properties, and in analyzing the street patterns, open space development, and growth of the area. Old maps may provide clues about the age of buildings and names of former owners.

If resources permit, material should also be collected from primary sources. Title searches of individual buildings are invaluable sources of information and should be undertaken whenever possible. Old tax lists, census records, wills, and court records as well as manuscript collections are rich fields for investigation.

2. The Inventory

The second section of the survey, the Inventory, consists of information compiled on specific places relating to the general themes described in the Historical Analysis.

a. Areas to be Surveyed

To help insure that all aspects of past development and all groups that participated are considered, surveyors should keep in mind the following types of structures and complexes:

Agricultural including barns, farmhouses, sheds, minor outbuildings, fences.

Commercial including stores, office buildings, banks, restaurants, taverns, markets, warehouses, hotels, spas, utility company buildings.

Educational including schools, academies, colleges, universities, museums, libraries, theaters, concert halls, opera houses, zoos.

Governmental including courthouses, city halls, town halls, civic centers, jails, post offices, customs houses, firehouses, police stations, water systems.

Industrial including mills, factories, foundries, furnaces, breweries, tanneries, ropewalks, mines, quarries, kilns, windmills, watermills.

Landscape architecture including commons, squares, parks, gardens, greens, cemeteries, gazebos, monuments, pavilions, fences, fountains, paving, and street furniture such as benches and street lights.

Medical including hospitals, sanitariums, infirmaries, clinics, dispensaries.

Military including arsenals, armories, forts, barracks, campsites, reservations, battle-grounds.

Recreational including race tracks, amphitheaters, swimming pools, gymnasiums, bandstands, stadiums, playing fields, courts and parks.

Religious including churches, chapels, synagogues, meetinghouses, seminaries, convents, burial vaults, mausoleums.

Residential including houses, cottages, apartment buildings, tenements, industrial housing complexes.

Scientific and technological including laboratories, test sites, agricultural experiment stations.

Social including lodges, clubhouses, fraternity houses.

Transportation including paths, trails, railroads, canals, ferries, bridges, aqueducts, viaducts, airports, toll houses, boat houses, stations of various types, docks, piers, terminals, lighthouses, subways, tunnels, stables, carriage houses, garages, carbarns, shops.

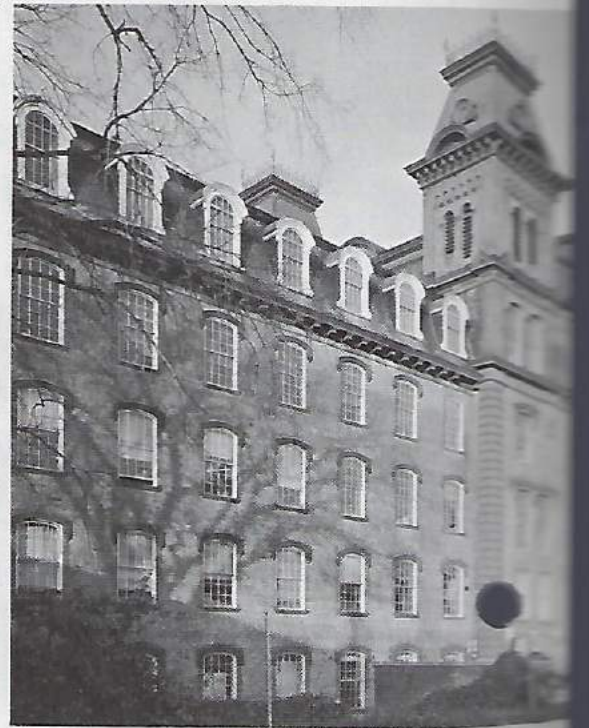
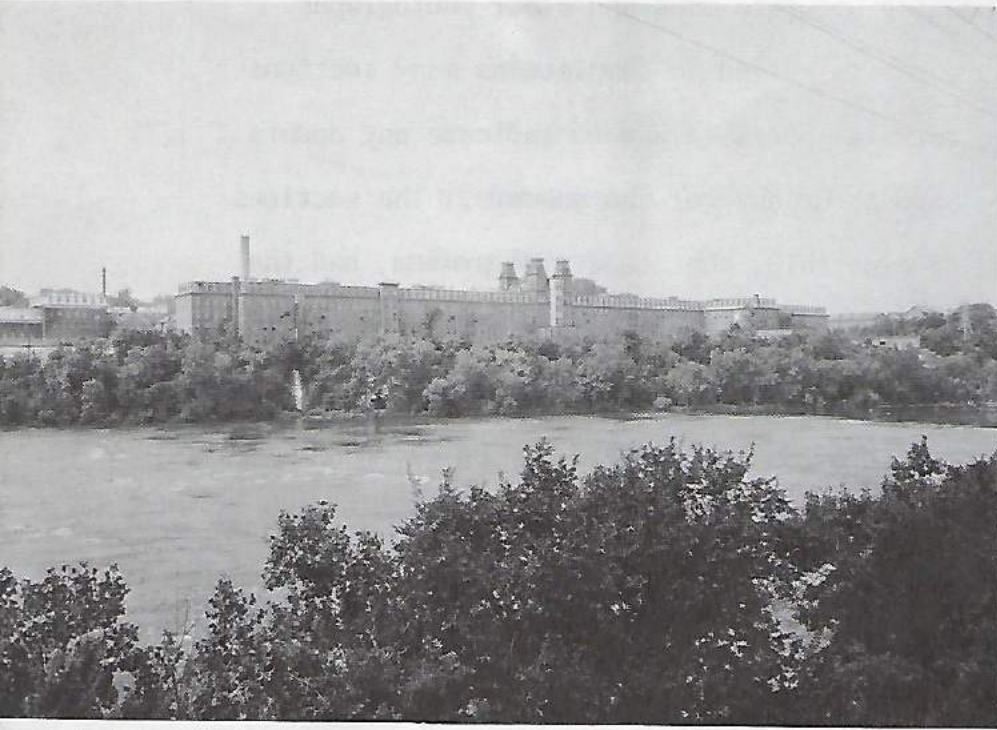
b. The Purpose of the Inventory Forms

The inventory forms are designed to provide the Board staff with information to review construction projects that might involve historic places, to determine needs for further research, to determine what places warrant National Register nomination, and to coordinate the state's preservation program into national preservation programs.

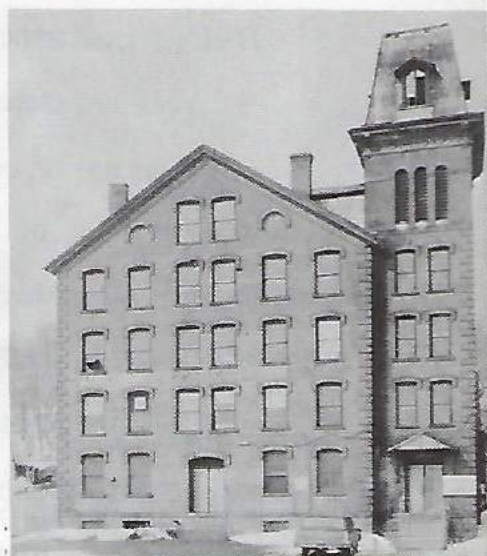
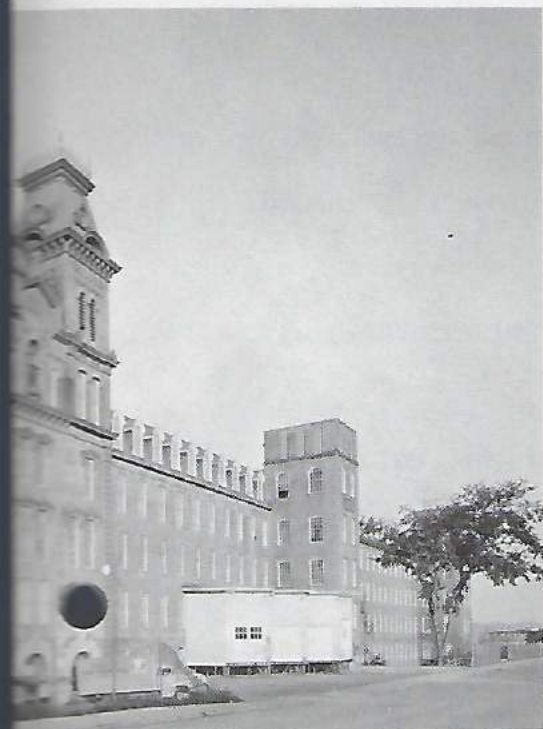
The forms are intended to facilitate a quick visual inventory of the broadest scope but do not require that the surveyor be familiar with technical terms. Particular emphasis should be placed on producing accurate maps and clear photographs. The surveyor is urged to complete as many sections of the forms as possible and to indicate any doubts he may have about any of the answers. The sections regarding ownership, the structural system, and the interior will be helpful if completed but may be left blank if the answers are not readily obtainable. If desired, more extensive answers may be given on attached sheets.

Three inventory forms have been developed. Examples of completed forms and instruction sheets are given on pages 41 through 51 and pages 55 through 59.

1. The Building-Structure Inventory Form: to be used for any individual building or structure with architectural and/or historical significance.
2. The Historic and Natural District Inventory Form: to be used for any geographically definable area possessing a significant concentration of sites, buildings, structures, or objects that are unified either historically or aesthetically. For example: streets, industrial complexes, college campuses.
3. The Archeological Site Inventory Form: to be used for recording sites where the evidence lies primarily below the surface of the earth or water level. In some cases, this form may be used for recording ruins where the walls are still standing.



These photographs are illustrative of the many types of structures surveyed in just one community.



The staff will furnish copies of these forms without charge and strongly urges that they be used in local surveys in order to facilitate the integration of the findings into the State-wide survey.

c. Maps

Accurately locating a building or historic district is of critical importance to the future value and use of the survey. For Board records all properties should be plotted on a United States Geological Survey map so they can be keyed into computerized mapping techniques used by various state agencies.

In addition, for field work and for the evaluation of the survey findings, it is often helpful to use larger scale maps. The Sanborn insurance maps available in local tax offices are particularly valuable. Also useful are commercially available street and road maps and large scale maps prepared by county and city highway departments, by planning boards, and by urban renewal agencies. Some of these may indicate property boundaries and the configuration of individual buildings.

Aerial photos are also a valuable aid. In nearly every county, the office of the Agricultural Stabilization and Conservation Service Committee keeps a complete file of recent aerial maps of the entire county for reference use. These are at the scale of 1"=660'. This office also provides order forms for purchasing copies from the U.S. Department of Agriculture.

d. Photographs

Quality photographs are another key to a successful survey. Aside from their value for simple identification, they are an important public relations tool for preservation. It is essential that photographs be of a consistent high quality, for a poor photograph can represent even the finest building unfairly. During the initial planning it is wise to consider the various ways in which the photographs may eventually be used, as in publications, exhibits, and press releases.

Since most surveys necessitate an extensive amount of photography which may involve considerable expense, it is often necessary to rely upon amateurs who own 35mm or other cameras but may not have had much experience photographing buildings. If necessary the photographs taken by amateurs could be supplemented by a few professional photographs for special aspects of the survey. Some local groups have received valuable assistance from photography classes in local colleges and from camera clubs. The photographer is responsible for identifying himself and his purpose to the owner of the site before trespassing on a property.

i. Equipment and Specification

Photographs should be taken with a 35 mm or larger format camera. Black and white prints of a standard commercial size (up to 3 1/2" x 5") should be attached to the survey form using a thin application of a casein glue such as Elmer's. Negatives should be placed in an accessible repository so that the Board can obtain additional prints when nominating selected sites to the National Register.

The purpose of the photograph should be to explain the building, district, or site. For those surveyors who have not previously had occasion to take architectural photographs, the following suggestions may prove helpful.

- a. Brace the camera against your cheek as an aid in holding it steady.
- b. If you are exposing the film at a speed below 1/100 of a second, it is advisable to use a tripod. If one is not available, brace yourself against some immobile object, and hold a deep breath while gently pressing the shutter release.
- c. Hold the camera level and horizontal. It is better to stand well back from the subject than to distort the structure by tilting the camera at very close range. Whenever possible, wide angle lens should be used and special care taken to avoid distortion.
- d. Try to schedule the photographs so that the front facade of the structure is well lighted.
- e. Try to avoid or at least minimize obtrusive features such as pedestrians, parked automobiles, traffic signs, trees, and utility poles or lines.
- f. Remember always to carry a good supply of film.

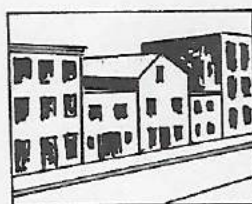
The quantity of photographs necessary for a minimum record will be proportionate to the complexity and importance of the specific subject. Usually, one view will suffice for a single building, while a district will require more.



a.



a.



b.

a. Individual structures: For purposes of the State-wide survey, one clear picture of an individual structure is all that is required. Usually two sides of a structure can be recorded by one photograph. The picture should also convey some indication of the environment or context in which the structure stands.

b. Districts: Districts should be visually summarized in a few carefully selected views or streetscapes. Sometimes it will be possible to illustrate both sides of a street in one photograph. All structures and open spaces included within the boundaries of the historic district should be included in the streetscape photos. It is NOT, however, necessary or desirable to photograph each structure individually.

c. Archeological Sites (photographs optional): In order to convey the historical integrity and content of the site, the surveyor should obtain a general landscape view and a view of specific features, either excavated or above ground. To explain the scale of the subject, a familiar object such as a person or car must be included. When boundaries are not obvious, the surveyor should position persons or objects at the limits.

ii. Identification

The surveyor should maintain a precise list of photographs as they are taken in the field. Each exposure should be identified by the following facts:

Name of building or district: This should be the same name as used on the inventory forms.

Location

View: The view should be specified according to compass directions. In the case of structures it is often helpful also to include "front," "back," etc. Streetscapes should be identified according to direction of view as well as the compass direction of the side of the street. Titles should be concise. For example: "South (front) elevation," "North and east sides," "View looking north along east side of Main Street."

Date of exposure

Name of photographer

BUILDING-STRUCTURE INVENTORY FORM

NEW YORK STATE HISTORIC TRUST
 OFFICE OF PARKS AND RECREATION
 ALBANY, NEW YORK (518) 457-3753

FOR OFFICE USE ONLY
 UNIQUE SITE NO. _____
 QUAD _____
 SERIES _____
 NEG. NO. _____

YOUR NAME: Jane Elliott DATE: March 15, 1972

YOUR ADDRESS: 1 Main Street, Cohocton TELEPHONE: (607) 429-0754

ORGANIZATION (if any): Steuben County Railroad Society

IDENTIFICATION

- 1. BUILDING NAME(S): Delaware, Lackawanna & Western Railroad Station
- 2. COUNTY: Steuben TOWN/CITY: Cohocton VILLAGE: Cohocton
- 3. STREET LOCATION: Railroad Street near intersection of Route 15
- 4. OWNERSHIP: a. public b. private
- 5. PRESENT OWNER: Erie-Lackawanna Railroad ADDRESS: Not Known
- 6. USE: Original: Railroad Station Present: Vacant
- 7. ACCESSIBILITY TO PUBLIC: Exterior visible from public road: Yes No
 Interior accessible: Explain By appointment only

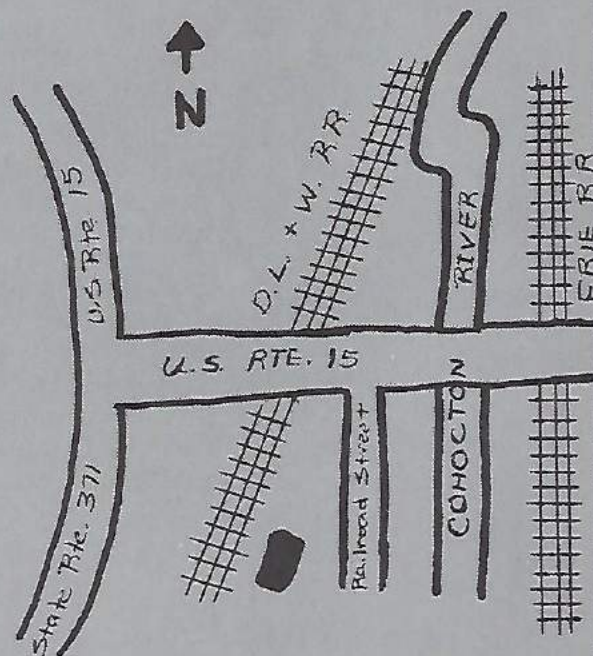
DESCRIPTION

- 8. BUILDING MATERIAL: a. clapboard b. stone c. brick d. board and batten
 e. cobblestone f. shingles g. stucco other: _____
- 9. STRUCTURAL SYSTEM: (if known) a. wood frame with interlocking joints
 b. wood frame with light members
 c. masonry load bearing walls
 d. metal (explain) _____
 e. other _____
- 10. CONDITION: a. excellent b. good c. fair d. deteriorated
- 11. INTEGRITY: a. original site b. moved if so, when? _____
 c. list major alterations and dates (if known): _____

Roofline curve lessened--early 20th century.

12. PHOTO:

13. MAP: 1" = 3250'



14. THREATS TO BUILDING: a. none known b. zoning c. roads
 d. developers e. deterioration
 f. other: Taxes on building
15. RELATED OUTBUILDINGS AND PROPERTY:
 a. barn b. carriage house c. garage
 d. privy e. shed f. greenhouse
 g. shop h. gardens
 i. landscape features: _____
 j. other: _____
16. SURROUNDINGS OF THE BUILDING (check more than one if necessary):
 a. open land b. woodland
 c. scattered buildings
 d. densely built-up e. commercial
 f. industrial g. residential
 h. other: _____

17. INTERRELATIONSHIP OF BUILDING AND SURROUNDINGS:

(Indicate if building or structure is in an historic district)

Building is situated parallel to railroad tracks facing grain elevators. To the east is the Cohocton River and the railroad tracks of a competing line, the Erie Railroad.

18. OTHER NOTABLE FEATURES OF BUILDING AND SITE (including interior features if known):

Exterior--wooden brackets with pendants supporting overhanging roof, operator's bay window.

Interior--three sided ticket window flanked by doors in waiting room, panelling of thin vertical boards, other elements of 19th century fabric intact. Hand-operated semaphore signal.

SIGNIFICANCE

19. DATE OF INITIAL CONSTRUCTION: 1870's

ARCHITECT: D. L. & W. Railroad Architectural Office

BUILDER: D. L. & W. Railroad Builders

20. HISTORICAL AND ARCHITECTURAL IMPORTANCE:

This is a typical small town D. L. & W. railroad station having board and batten siding, arched windows, and gable roof with curved eaves (later altered) and brackets with pendants. Facilities for freight and passengers were combined in one structure.

Historically the late date of construction reflects the fact that southern tier itself developed slowly, and transportation facilities did not come to the area until after the construction of canals and railroads along trunk lines to the north.

21. SOURCES:

Interview with Russell Grills, Director, Geneva Historical Society, March 14, 1972.

Alexander, Edward. Down by the Depot. N. Y.: Clarkson Potter, 1969.

INSTRUCTIONS: BUILDING-STRUCTURE INVENTORY FORM

1. Building name: Place first the name by which the building is commonly known today. If the building has more than one name, or was known by another name in the past, include this name after its common name.
3. Street location: Give a number and the name of the street or road on which the building is located. If the road has a number rather than a name, indicate whether it is a state or county route. If the building is not located directly on a street, give the names of the nearest roads or natural features.
6. Use: Also indicate multiple uses or vacancy.
7. Accessibility to public: Explain what parts of the interior are accessible.
8. Building material: Indicate one or more of the appropriate exterior wall coverings.
 - a. clapboard: overlapping boards placed horizontally.
 - b. stone: fieldstone, sandstone, limestone, marble, granite.
 - c. brick: indicate bonding if known.
 - d. board and batten: vertical boards with additional vertical strips over the joints.
 - e. cobblestone: naturally-rounded stones regularly arranged in mortar.
 - f. stucco: plaster or cement covering.
9. Structural system: If it can be determined from the following information:
 - a. Wood frame with interlocking joints: Post-and-beam construction of heavy timbers often hand hewn. Members were fastened together with mortise and tenon joints held together by wooden pegs.
 - b. Wood frame with light members: Standard dimension lumber from sawmills fastened together with machine-made nails.

c. Masonry load-bearing walls. Either stone or brick walls laid up dry or with mortar or poured concrete. The walls carry loads transferred by floor and roof framing.

1. Iron frame: A post-and-beam system in which cast and/or rolled iron members are bolted together to form a skeleton. Exterior skin is a curtain wall consisting of self-supporting masonry.

2. Cast iron building or front: One or more exterior walls of cast iron columns and spandrels. Such buildings may or may not have an interior metal skeleton.

3. Steel frame with curtain walls: Steel fastened by rivets or bolts. Exterior walls of masonry or glass.

e. Other: Log, earth, domes, etc.

10. Condition:

Based on an analysis of the exterior. (If you make your judgement on the basis of the interior as well, so indicate.) The terms are defined as follows:

Excellent: No apparent need for routine maintenance work or repairs.

Good: No apparent need for major repairs, but in need of routine maintenance work such as painting.

Fair: In need of repairs other than routine maintenance work.

Deteriorated: In need of major repairs.

12. Photos:

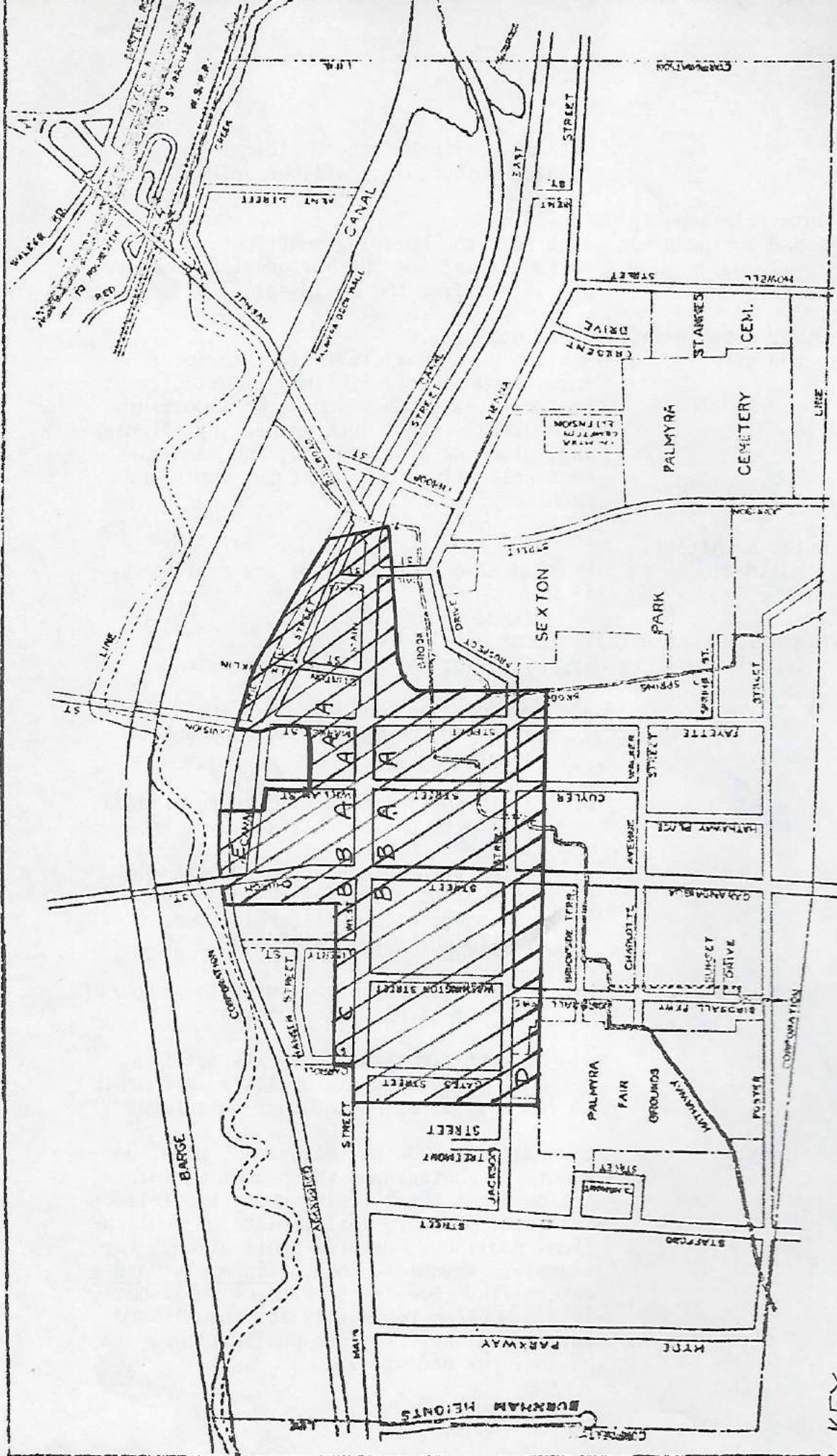
A clear overall view of the building or structure which illustrates its characteristic qualities is essential. A polaroid picture is not satisfactory for archival purposes. Prints may measure up to 3 1/2" x 5". (See also manual pages 37-40.)

13. Map:

Attach or sketch a map, as detailed as possible, which will pinpoint the exact location of the building. Indicate all road names, neighboring towns, and relevant natural landmarks. Indicate north with an arrow. Give the scale if possible. In some cases a second, larger scale plot map

with an outline of the buildings and related outbuildings will be helpful.

17. Interrelationship of buildings and surroundings: What does the building contribute to its surroundings? Do the surroundings enhance or detract from the building?
18. Other notable features of building and site: Mention here characteristic interior features such as wall finishes, mantelpieces, stairways, and other woodwork; important mechanical systems such as heating; lighting, plumbing or elevators; and significant collections of furniture, tools and machinery.
19. Date, architect, builder: Mention also contractor or any craftsman if known.
20. Historical and architectural importance: Try to answer the following questions:
 - a. How does the building or structure relate to the general development of the area?
 - b. Is it an important architectural example of its period? If so, explain.
 - c. Is the structure associated with the lives of an important person or groups, with a social or political movement, or with an historical event?
 - d. Is the building significant for engineering or structural features?
 - e. Of what significance is its setting such as landscaping or its relationship to the street or to other buildings?
21. Sources: Give a list of books, magazines, maps, documents or photographs which contain information about the building using the following form: author, title, place of publication, publisher, date of publication. For example: Reynolds, John. Windmills and Watermills. New York: Praeger Publishers, 1970. Mention repository for unpublished material or hard-to-find publications, old photographs and views.



VILLAGE OF PALMYRA
 TOWN OF PALMYRA COUNTY OF WAYNE
 STATE OF NEW YORK

Drawn by Elizabeth Nelson MAY 1 1951



KEY:
 A - COMMERCIAL BLOCKS
 B - CHURCHES
 C - VILLAGE PARK
 D - FAIRGROUND ENTRANCE BUILDING

E - MILLS

HISTORIC AND NATURAL DISTRICTS
INVENTORY FORM

NEW YORK STATE HISTORIC TRUST
OFFICE OF PARKS AND RECREATION
ALBANY, NEW YORK (518) 457-3753

FOR OFFICE USE ONLY
UNIQUE SITE NO. _____
QUAD. _____
SERIES _____
NEG. NO. _____

YOUR NAME: George Puzo DATE: March 14, 1972

YOUR ADDRESS: 200 Washington Street, Palmyra TELEPHONE: (315) 637-0427

ORGANIZATION (if any): Palmyra Book and Stamp Club

* * * * *

1. NAME OF DISTRICT: Main Street Historic District

2. COUNTY: Wayne TOWN/CITY: Palmyra VILLAGE: Palmyra

3. DESCRIPTION: The district includes approximately nine blocks of mid- and late 19th century structures in the center of Palmyra. One unusually wide commercial street runs east-west through the district intersecting the north-south streets which are primarily residential. Three story brick commercial blocks line Main Street between Market and Church Sts. Four churches are located at the intersection of Main, Church, and Canandaigua Sts. Other commercial buildings--a hotel and mills--are located along Canal St. The houses are either brick or wood of two or three stories, and in most cases, they are detached structures. Along Market St. stands some notable brick combination store-and-residences with 1st floor cast iron storefronts and one cobblestone building fairground entrance buildings, village hall, and village park are also included.

4. SIGNIFICANCE: The structures within the district reflect the history of the village which grew to prosperity with the opening of the Erie Canal, reached its peak in the years before the Civil War and continued as a growing commercial center throughout the 19th century. The bold projecting cornices and varied trim of the commercial buildings contribute to the distinctive character and vitality of the Main Street. Residential buildings are characterized by fine details from a full range of architectural styles of the 19th century. Fanlights of the Federal Period, Greek Revival porches, late Victorian towers are recurring features of houses intermingled in the district.

5. MAP: SEE ATTACHED MAP WITH EXACT BOUNDARIES. [on opposite page]

6. SOURCES:

Cook, Thomas. Palmyra and Vicinity. Palmyra: Palmyra Courier-Journal, 1930.

Eaton, Horace. Early History of Palmyra. Rochester: A. Strong, 1858.

Historic Palmyra, Inc. Historic Building Survey. 1967.

7. THREATS TO AREA:

BY ZONING BY ROADS BY DEVELOPERS

BY DETERIORATION OTHER _____

ADDITIONAL COMMENTS: SEE #8 BELOW

8. LOCAL ATTITUDES TOWARD THE AREA:

In general, Main Street and the residential streets south of it are well-maintained and the subject of considerable community pride. The structures on streets north of Main Street to the canal have suffered some neglect in the past, due to the uncertain plans about the future development of the area.

9. PHOTOS:



INSTRUCTIONS: HISTORIC AND NATURAL DISTRICTS INVENTORY FORM

List all buildings included within the district by street and number on a separate sheet of paper. When dealing with urban districts, locate each structure listed on a large scale map such as a Sanborn insurance map or a tax map. Important sites may also be listed individually on the building-structure form.

1. Name of district: If there is not a name by which this district is commonly called in its community, give it one based on a prominent feature such as a main street or major natural landmark. For example, Mill Street Historic District or the High Bridge Historic District.

3. Description: Follow these guidelines:
 - a. Look at the area and describe the physical characteristics of the district. Indicate the extent of the district giving its boundaries and its general geographical relationship to other parts of the city or town.
 - b. When appropriate consider the topography, the street pattern, and open spaces such as squares and parks.
 - c. Describe the characteristics of typical buildings in the district and of any landmark structures, mentioning whether they are fairly uniform or varied in scale, building material and age.
 - d. It may be appropriate to make note of such features as paving materials, street lamps, fences, trees, and other landscape features.
 - e. Also describe the function of buildings in the district, noting whether it is chiefly an area of single or mixed uses.

- f. In describing a natural district, mention prominent geographical features such as rock formations, bodies of water, types of vegetation and soil conditions.

4. Significance:

Try to answer these questions:

- a. How does the district reflect the social, political, economic, and architectural history of the city, town, and/or state?
- b. What makes the area visually interesting?
- c. What features give the area a sense of identity?
- d. Are the buildings typical or outstanding architectural examples of their era?
- e. What makes them compatible with one another?
- f. Is the district associated with the lives of a person or group, with a social or political movement, or with an historical event?
- g. Do the buildings still serve their original functions or have they been adapted for other uses? Have they been altered?
- h. What are the important landscape features?

5. Map:

In addition to the detailed map mentioned above, attach or sketch on the form a general map of the district. Indicate North with an arrow. Give the scale if possible. Give names of streets and route numbers. Indicate exact boundaries of the district with a line and show locations of important buildings. Do not use the middle of a street as a boundary when both sides of the street should be included in the district. The rear property lines should form the boundaries.

6. Sources: Give a list of books, magazines, maps, documents or photographs which contain information about the district using the following form: author, title, place of publication, publisher, date of publication. For example: Reynolds, John. Windmills and Watermills. New York: Praeger Publishers, 1970. Mention repository for unpublished material or hard-to-find publications and views.
7. Threats to area: Under additional comments, elaborate on consequences of the indicated threat.
8. Local attitudes toward the area: Are the buildings and open spaces well maintained or neglected? Are some portions in better condition than others? Has any group expressed interest in preservation work in that area?
9. Photos: Include a few carefully selected views or streetscapes that indicate the general character of the area. Pictures of outstanding individual buildings or natural features also may be included. A polaroid picture is not satisfactory for archival purposes. Prints should measure up to 3 1/2" x 5". (See also pages 37 - 40 of manual.)

ARCHEOLOGICAL SITE FORM

(a) Locating Archeological Sites

There are many ways to locate archeological sites. By surface hunting in plowed fields or eroded areas, broken clay pipe stems, pottery, window glass, and nails associated with building stones, brick fragments or other building material may indicate a site, especially if these are found in a concentrated area. A site located by surface hunting may not appear on any known historic maps or other records and thus be completely unidentified. In other cases, the armchair archeologist may locate sites by carefully comparing locations of buildings or settlements on old maps with modern topographic maps of the same area. When he goes into the field with his maps, he may find no surface evidence because it may be deeply buried or have been completely removed or destroyed.

Both types of historic archeological sites--surface located but not documented and documented but not surface located--should be included in the survey. The third type to be included is obvious: documented and surface located.

(b) Documenting Historic Archeological Sites

In documenting sites, maps are indispensable. Modern topographic maps show locations of all existing structures, and these can be compared easily with old 15' quadrangles

which began to be published for areas of New York State in the 1880's. Many of these early quadrangles underwent rapid revision and resurveying in the 1890's and early twentieth century. They can help in narrowing the date of destruction of a building and can furnish a date of terminal occupation.

Early sites with early terminal occupation dates are especially important to archeologists, and there are many useful colonial maps and surveys which form a basis for locating or identifying such sites. Nineteenth century published sources are also helpful in documenting and locating sites. Atlases containing detailed town maps were issued for each county in the late 1860's and 1870's. These maps often provide the name of an owner or occupant of a site before the building was destroyed. This information opens the door to research in deeds, wills, and other resources. Many county histories of the 1880's may also refer to historic sites or buildings by the name of the owner at that time, and the atlas maps may facilitate the accurate location of such a site. Finally, large, rolled wall maps were also published for each county during the 1850's and 1860's. These also show locations of buildings and names of occupants or owners at that time.

(c) Underwater Sites

Shipwrecks or other remains underwater also constitute sites within the scope of this survey. Comparable research, coordinate locations, and descriptions should be supplied so that these sites, too, can be preserved or carefully investigated underwater.

(d) Exploration of Sites

Because of current popular interest combined with lack of effective education, many valuable sites are being destroyed by bottle hunters and relic collectors who ignore the priorities and principles of archeology. Digging into sites without proper controls is absolutely censured, but surface hunting is encouraged as a legitimate means of locating sites and as a hobby for serious collectors.

In no case should the survey be used as an excuse to dig into a site beyond the necessary minimum testing. A site record is all that is desired so that sites can be preserved; if destruction is unavoidable, a site should be properly excavated. Other sites can often be protected by means of nomination to the National Register. The Board for Historic Preservation fully recognizes the problem of site security and guarantees the protection of information regarding location.

(e) Prehistoric Sites

This survey does not attempt to duplicate existing surveys of prehistoric sites. For its basic inventory of prehistoric sites, the Board will use information provided by the Office of the State Archeologist. For this reason, the archeological form is designed primarily for listing post-contact sites.

The Board recommends that prehistoric sites be submitted directly to the Office of the State Archeologist for prior evaluation.

ARCHEOLOGICAL SITE INVENTORY FORM

FOR OFFICE USE ONLY

NEW YORK STATE HISTORIC TRUST
OFFICE OF PARKS AND RECREATION
ALBANY, NEW YORK (518) 457-3753

UNIQUE SITE NO. _____
QUAD. _____
SERIES _____
NEG. NO. _____

REPORTED BY: Paul R. Huey

YOUR ADDRESS: State Campus, Albany TELEPHONE: (518) 457-4194

ORGANIZATION (if any): New York State Historic Trust

DATE: March 1, 1972

1. SITE NAME: Albany Glass Works

2. COUNTY: Albany TOWN/CITY: Guilderland VILLAGE: Guilderland

3. LOCATION: East side of Foundry Road, .35 mile from junction with
Route 20, next to the Hunger Kill.

4. PRESENT OWNER: Matthew M. Liedke

5. OWNER'S ADDRESS: Foundry Road, Guilderland, New York

6. DESCRIPTION, CONDITION, EVIDENCE OF SITE:

- STANDING RUINS
- CELLAR HOLE WITH WALLS
- SURFACE TRACES VISIBLE
- WALLS WITHOUT CELLAR HOLE
- UNDER CULTIVATION
- EROSION
- UNDERWATER
- NO VISIBLE EVIDENCE
- OTHER _____

7. COLLECTION OF MATERIAL FROM SITE:

- SURFACE HUNTING BY WHOM Louis F. Ismay DATE 1962-1969
- TESTING BY WHOM _____ DATE _____
- EXCAVATION BY WHOM Corning Museum of Glass DATE 1963-1965
- NONE

PRESENT REPOSITORY OF MATERIALS: _____

8. PREHISTORIC CULTURAL AFFILIATION OR DATE: _____

9. HISTORICAL DOCUMENTATION OF SITE:

1786-1789--glass factory established in Guilderland but went bankrupt.

1790--new company established.

1794--"New Works," including a new glass house, added to the factory--
this site is apparently that of the "New Works" only.

ca. 1815--factory abandoned.

No later structures shown on this site. See Munsell, Annals of Albany.

10. POSSIBILITY OF SITE DESTRUCTION OR DISTURBANCE:

No definite threat. Possible sewer line construction or housing development in area. Local interest in digging up the sites of other parts of the glass factory nearby.

11. REMARKS:

The archeological excavations revealed 2 glass furnaces, as well as dependent ovens and other features. These ruins have been covered over again with soil and preserved.

12. MAP LOCATION

7 1/2 MINUTE SERIES QUAD. NAME: Voorheesville

15 MINUTE SERIES QUAD. NAME: Albany

U.S.G.S. COORDINATES: E613,000/N983,800

D.O.T. COORDINATES: (if known) _____

ATTACH SKETCH, TRACING OR COPY OF MAP



SOURCE OF MAP:

USGS 7 1/2' Voorheesville

13. PHOTOGRAPHS (optional)



INSTRUCTIONS: ARCHEOLOGICAL SITE FORM

1. Site name: The site name, if possible, should be the common historic name assigned to the feature, if known from old maps or other records. Domestic sites should be named by the surnames of the earliest known owners or occupants, or if confusion results between sites, by a combination of owner's or occupant's names (i.e. McMullen Site, Van Wie-Gardinier Site).
3. Location: Use street address if possible, or briefly describe location in terms of modern roads, buildings, or other features.
4. Present owner: Obtain name of present owner of record, if possible. The site surveyor is responsible for obtaining the owner's permission before entering property in search of sites.
6. Description: Check appropriate boxes. This should be based upon what is the existing, visible condition of the site.
7. Collection of material: Check appropriate boxes. Include brief information on the present locations of any collections of artifacts, if known.
8. Prehistoric cultural affiliation or date: Many historic archeological sites include prehistoric Indian components. These should be identified and dated if possible by means of points, pottery, or other evidence. Prehistoric sites which do not contain historic components should be reported to the State Museum and Science Service and to the Board for Historic Preservation for nomination to the National Register.
9. Historical documentation of site: This should include basic dates and sources for the earliest known occupation or ownership of the site. This brief documentation should be based upon written historical records, and the sources should be given. Besides the earliest known dates for the site, later history should also be supplied,

if known, including the latest known date of human habitation or other use. The most likely sources are old topographic maps, 19th century county atlases and wall maps, and colonial maps that have been published or are in manuscript collections. Additional historical information on the owners or occupants of the site may be obtained from county or other local histories once their names are known from old maps. Significant information or dates may also be obtained from wills, deeds, old newspaper advertisements, and other sources.

10. Possibility of site destruction:

Watch for any potential threat to the site, such as housing developments, highways, or vandalism, which may be evident.

11. Remarks:

Any suggestions should be included regarding possible significance of the site, the dating of artifacts from the site, or unusual characteristics.

12. Map location:

For protection during project review, the precise location of archeological sites is necessary. However, due to the possibility of damage by unauthorized excavators, the Board will not publish this specific information unless the site is a recognized one already open to the public.

Check which U.S.G.S. quadrangles cover the site location, and give names of the quads. U.S.G.S. coordinates can be determined from the 7 1/2 minute sheets using the 10,000 foot grid system. The site location will be designated by a fractional number, with the east reading on top and the north reading on the bottom (working from the southwest corner). This gives a number designation for the exact location to the nearest 100 feet.

The New York State Department of Transportation has also published a series of 7 1/2 minute quadrangles based on the U.S.G.S. series. The D.O.T. series uses a State-wide grid based on the 1000-meter Universal Transverse Mercator Grid, and these coordinates can also be supplied if available.

A map clearly showing location of the site should be included on this form in the designated block. This map can be sketched freehand or it can be traced from the 7 1/2' quads. If a photocopy machine is available, the section of the map showing the site can be copied and glued to the form. The site location should be marked with an X mark or with an outline showing a larger site area. The map should be glued only along one edge of the back.

13. Photograph
(optional):

If a photograph of the site is available, this should be attached to the form. The photo should be labeled in pencil on the back with the date, photographer and where the negative is filed. Attach photo with a thin layer of glue along only one edge of the back of the photo.

This photograph is optional. Separate or additional photographs will be necessary if the site is nominated to the National Register.

PART III: RECOMMENDATIONS FOR ACTION

The first two sections of the survey without additional recommendations would be just a record of the past as observed in the 1970's. Section three in which recommendations are made by those who best know the area is a look to the future and should express the community's desire to preserve and perpetuate its own special identity. This section might include the following:

1. An overall appraisal of the important areas to be preserved.
2. Educational programs to stimulate interest in preservation.
3. Recommendations of projects for adaptive uses.
4. Master plans or other similar published plans of development for the town.
5. Recommendations of places to be nominated to the National Register.

A. Educational Aims of the Survey

The survey should be utilized to its fullest potential as an educational tool to inform and convince other citizens from all parts of the community of the significance of historic resources. Particular attention should be given to owners of important buildings as well as to those members of governmental and private organizations who are in positions to make decisions affecting these resources.

Many groups have found that publishing the survey findings in book form very effectively makes the material available to wide audiences. (Some examples of published surveys are listed on pages 65-66). Other methods of education include exhibits, lectures, and brochures used to attract tourists.

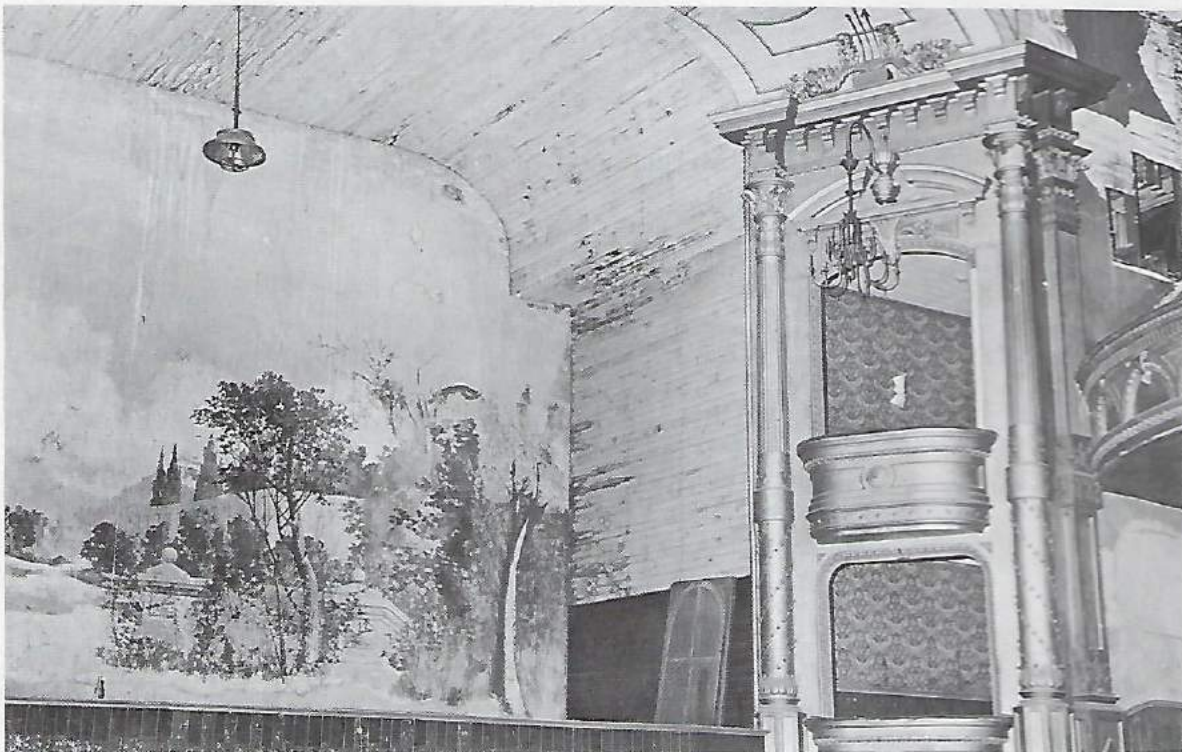
B. Protection of Historic Resources

Working on this basis of public awareness and understanding, steps should be taken to safeguard these resources before they become threatened. The most effective method of protection consists of keeping the property economically viable, often through the creation of adaptive uses.

In addition, some historic resources may benefit from legal protection. On the local level individual structures can be protected by landmark ordinances while historic district legislation may place controls not only on the rehabilitation of old structures but also on new buildings constructed within the district. The Board staff can supply more detailed information on such legislation which has already been enacted in many communities including Binghamton, Cooperstown, Hurley, Kingston, New York City, Poughkeepsie, and Rochester.

C. The National Register of Historic Places

Protection from Federally financed or licensed projects is afforded to properties listed on the National Register of Historic Places by means of a review process.



The Cohoes Opera House, built in 1874, is currently being adapted for new community uses including a theater, library, exhibition area, offices, and meeting rooms with funds supplied by Federal, state, and local governments.

Established under the National Historic Preservation Act of 1966, the National Register is the official Federal listing of the nation's cultural property that is worthy of preservation. The criteria used to evaluate potential nominations to the Register as well as other provisions of the National Historic Preservation Act of 1966 are given in detail in the appendix on pages 69-73.

Properties listed on the Register are also eligible for certain Federal grants administered by the Department of the Interior and the Department of Housing and Urban Development. In carrying out the National Register program in New York State, the Board encourages local groups to make recommendations about properties to be nominated to the National Register and will supply details on the grant programs.

D. The State Preservation Plan

Proposals concerned with methods of protecting historic resources and submitted by local survey teams will be considered for inclusion in the State's annual preservation program for grants-in-aid. The final impact of the local contribution to the State-wide survey will be more than just a record of historic resources--it will contribute to plans for protecting and funding preservation projects in the future.

SUGGESTIONS FOR FURTHER READING

ARCHEOLOGY

- Huey, Paul. Handbook of Historical Artifacts. Voorheesville, New York: Heldeberg Workshop, Inc., 1969. (Paperback.)
- Hume, Ivor Noel. A Guide to Artifacts of Colonial America. New York: Alfred A. Knopf, 1970.
- McGimsey, Charles R., III, et al. Stewards of the Past. Columbia, Mo.: University of Missouri-Columbia, 1970. (Available in quantity from the Arkansas Archeological Society, University of Arkansas Museum, Fayetteville, Arkansas 72701. 50 copies for \$5.50).
- New York State Education Department. Diving into History: A Manual of Underwater Archeology for Divers in New York. 1969. (Paperback.)
- Peterson, Mendel. History under the Sea: A Handbook for Underwater Exploration. Washington: Smithsonian Institution Press, 1969.
- Ritchie, William A. The Archeology of New York State. Revised ed. Garden City, New York: The Natural History Press, 1969.
- Ritchie, William A. A Typology and Nomenclature for New York Projectile Points. Bulletin No. 384. Albany: New York State Museum and Science Service, 1961.

ARCHITECTURE, GENERAL WORKS

- Condit, Carl W. American Building: Materials and Techniques from the First Colonial Settlements to the Present. Chicago: University of Chicago Press, 1968. (Paperback.)
- Fitch, James Marston. American Building. Vol. I: The Historical Forces that Shaped It. 2nd ed. revised. Boston: Houghton Mifflin Company, 1966.
- Gowans, Alan. Images of American Living, Four Centuries of Architecture and Furniture as a Cultural Expression. Philidelphia and New York: J. B. Lippincott Company, 1963.
- Hamlin, Talbot. Greek Revival Architecture in America. New York: Dover Publications, Inc., 1964. (Paperback.)

- Hitchcock, Henry-Russell. Architecture; Nineteenth and Twentieth Centuries. 2nd ed. Baltimore: Penguin Books, 1963. (Paperback.)
- Hudson, Kenneth. The Industrial Archaeology of Southern England. London: David & Charles, 1965.
- Kimball, Fiske. Domestic Architecture of the American Colonies and of the Early Republic. New York: Dover Publications, Inc., 1966. (Paperback.)
- Morrison, Hugh. Early American Architecture from the First Colonial Settlements to the National Period. New York: Oxford University Press, 1952.
- Mumford, Lewis. The Brown Decades, A Study of the Arts in America 1865-1895. New York: Dover Publications, Inc., 1955. (Paperback.)
- Pierson, William H., Jr. American Buildings and Their Architects: The Colonial and Neoclassical Styles. Garden City, New York: Doubleday & Co., 1970. (The first of a four volume set.)
- Reps, John W. The Making of Urban America. Princeton, New Jersey: Princeton University Press, 1965.

ARCHITECTURAL HISTORIES AND SURVEYS: NEW YORK

- Andrews, Wayne. Architecture in New York: A Photographic History. New York: Atheneum, 1969.
- Hudson River Valley Commission. Historic Resources of the Hudson. Tarrytown: Hudson River Valley Commission, 1969. (Available from H.R.V.C., 105 White Plains Road, Tarrytown, New York 10591.)
- Huxtable, Ada Louise. Classic New York. Garden City: Doubleday & Co., Inc., 1964.
- Mailler, Marion M., and Dempsey, Janet. 18th Century Homes in New Windsor and Its Vicinity. Cornwall, New York: Courier-Local Press, Inc., 1968.
- Marcou, O'Leary and Associates, Inc., and Rensselaer Polytechnic Institute. Historic Cohoes, Cohoes, New York: A Survey of Historic Resources. Washington, D. C.: 1971.
- New York Landmarks Preservation Commission. Greenwich Village Historic District Designation Report. New York: Landmarks Preservation Commission, 1969.

- New York State Council on the Arts. Architecture Worth Saving series. Each book in this series had a different author and publisher. The areas covered include Dutchess, Onondaga, and Rensselaer Counties and Saratoga Springs.
- New York State Office of Planning Coordination, Metropolitan New York District Office. Long Island Landmarks. Albany: Office of Planning Coordination, 1969.
- Reynolds, Helen Wilkinson. Dutch Houses in the Hudson Valley before 1776. New York: Dover Publications, Inc., 1965.
- Society for the Preservation of Landmarks in Western New York, Inc. This is Rochester: The Third Ward Today. Rochester: Society for the Preservation of Landmarks in Western New York, n.d.
- White, Norval, and Willensky, Elliot (eds.). A.I.A. Guide to New York City. New York: The Macmillan Company, 1968.
- Wolfe, Andrew D. (ed.). Architecture Worth Saving in Pittsford, Elegant Village. Pittsford: Historic Pittsford, Inc., 1969.
- Wright, Russell J. The Visual and Historic Resources of the Finger Lakes-Southern Tier Region, New York. Ithaca: Office of Regional Resources and Development, Cornell University, 1968.

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- Bureau of Governmental Research, City of New Orleans. Vieux Carre Historic District Demonstration Study. New Orleans: City of New Orleans, 1968.
- Cambridge Historical Commission. Survey of Architectural History in Cambridge. Report One: East Cambridge. Report Two: Mid-Cambridge. Report Three: CambridgePort. Boston: Cambridge Historical Commission, 1965-1967. (Distributed by M.I.T. Press.)
- Downing, Antoinette F., and Scully, Vincent J., Jr. The Architectural Heritage of Newport Rhode Island 1640-1915. 2nd ed. revised. New York: Clarkson N. Potter, Inc., 1967.
- Historic American Buildings Survey. Selections from the Historic American Buildings Survey series. Each volume of this continuing series deals with a different city. (Available through H.A.B.S., 1100 L Street, N. W., Room 3319 E, Washington, D. C. 20005.)

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- "Building Types Study 429: New Life for Old Buildings, the Architect's Renewed Commitment to Preservation," Architectural Record, Vol. 150 (December, 1971). (A special issue devoted to preservation. Contains an outline of current funding programs for preservation projects).
- Ellis, David M., Frost, James A., Syrett, Harold C., and Carmen, Harry J. A History of New York State. Ithaca: Cornell University Press, 1967.
- Historic American Buildings Survey. Recording Historic Buildings. Compiled by Harley J. McKee. Washington, D. C.: U. S. Department of Interior, 1970. (Available from Superintendent of Documents, U. S. Government Printing Office, Washington, D. C. 20402, \$3.50.)
- Hitchcock, Henry-Russell. American Architectural Books. Minneapolis: University of Minnesota Press, 1962.
- Isham, Norman Morrison. Glossary of Colonial Architectural Terms. Watkins Glen, New York: American Life Foundation, 1968.
- Massey, James. Architectural Surveys. Revised ed. (National Trust Preservation Leaflets, Publication No. 10). Washington, D. C.: National Trust for Historic Preservation, 1967.
- McKee, Harley J. Amateur's Guide to Terms Commonly Used in Describing Historic Buildings. Rochester: Society for the Preservation of Landmarks in Western New York, 1970. (Paperback.) (Available from the Landmark Society of Western New York, 130 Spring Street, Rochester, New York 14608.)
- Rath, Frederick L. Jr., and O'Connell, Merrilyn Rogers. Guide to Historic Preservation, Historical Agencies, and Museum Practices: A Selective Bibliography. Cooperstown: New York State Historical Association, 1970.
- Roos, Frank J., Jr. Bibliography of Early American Architecture. Chicago: University of Illinois Press, 1968.
- Saylor, Henry H. Dictionary of Architecture. New York: John Wiley & Sons, Inc., 1952. (Paperback.)

Thompson, John H. (ed.). Geography of New York State.
Syracuse: Syracuse University Press, 1966.

Works Project Administration. New York: A Guide to the
Empire State. New York: Oxford University Press
(many editions since 1940).

Ziegler, Arthur P. Historic Preservation in Inner City
Areas, A Manual of Practice. Pittsburgh: The Alle-
gheny Press, 1971.

PROVISIONS OF THE NATIONAL HISTORIC PRESERVATION ACT OF 1966

I. National Register Criteria of Evaluation

The quality of significance in American history, architecture, archeology, and culture is present in districts, sites, buildings, structures, and objects of State and local importance that possess integrity of location, design, setting, materials, workmanship, feeling, and association, and:

1. That are associated with events that have made a significant contribution to the broad patterns of our history; or
2. That are associated with the lives of persons significant in our past; or
3. That embody the distinctive characteristics of a type, period, or method of construction, or that represent the work of a master, or that possess high artistic values, or that represent a significant and distinguishable entity whose components may lack individual distinction; or
4. That have yielded, or may be likely to yield, information important in prehistory or history.

Criteria considerations. Ordinarily cemeteries, birthplaces, or graves of historical figures, properties owned by religious institutions or used for religious purposes, structures that have been moved from their original locations, reconstructed historic buildings, properties primarily commemorative in nature, and properties that have achieved significance

within the past 50 years shall not be considered eligible for the National Register. However, such properties will qualify if they are integral parts of districts that do meet the criteria or if they fall within the following categories:

(a) A religious property deriving primary significance from architectural or artistic distinction or historical importance.

(b) A building or structure removed from its original location but which is significant primarily for architectural value, or which is the surviving structure most importantly associated with a historic person or event.

(c) A birthplace or grave of a historical figure of outstanding importance if there is no appropriate site or building directly associated with his productive life.

(d) A cemetery which derives its primary significance from graves of persons of transcendent importance, from age, from distinctive design features, or from association with historic events.

(e) A reconstructed building when accurately executed in a suitable environment and presented in a dignified manner as part of a restoration master plan, and when no other building or structure with the same association has survived.

(f) A property primarily commemorative in intent if design, age, tradition, or symbolic value has invested it with its own historical significance.

(g) A property achieving significance within the past 50 years if it is of exceptional importance.

Grants for historic preservation. The National Historic Preservation Act also authorizes a program of grants-in-aid to States for comprehensive statewide historic site surveys and preservation plans. Grants are also authorized to States, local governments, private organizations, and individuals for preservation projects in accordance with an approved statewide plan. All grants are made through the States. The State Liaison Officer may then distribute the funds to other approved public and private recipients. Funds may be used for acquisition, protection, rehabilitation, restoration, and reconstruction of properties included in the National Register of Historic Places.

II. Protection of Properties in the National Register of Historic Places

A. Introduction

The National Historic Preservation Act of 1966 created the Advisory Council on Historic Preservation. The Council is authorized to advise the President and the Congress on matters relating to historic preservation; to recommend measures to coordinate activities of Federal, State, and local agencies and private institutions and individuals relating to historic preservation; to comment on undertakings carried out, licensed, or financially assisted by the Federal Government which have any effect upon properties listed in the National Register; and to secure from

the appropriate Federal agencies certain information necessary to the performance of these duties.

B. Procedures for section 106 compliance

The Advisory Council exercises an important function by responding with comments to undertakings carried out, licensed, or financially assisted by the Federal Government, when the undertaking will affect a property listed in the National Register. This authority derives from section 106 of the National Historic Preservation Act, which provides:

The head of any Federal agency having direct or indirect jurisdiction over a proposed Federal or federally assisted undertaking in any State and the head of any Federal department of independent agency having authority to license any undertaking shall, prior to the approval of the expenditure of any Federal funds on the undertaking or prior to the issuance of any license, as the case may be, take into account the effect of the undertaking on any district, site, building, structure, or object that is included in the National Register. The head of any such Federal agency shall afford the Advisory Council on Historic Preservation established under title II of this Act a reasonable opportunity to comment with regard to such undertaking.

The Advisory Council desires to provide maximum assistance in connection with section 106.

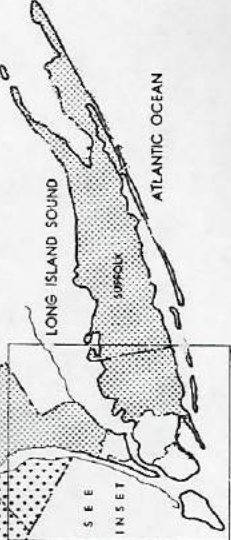
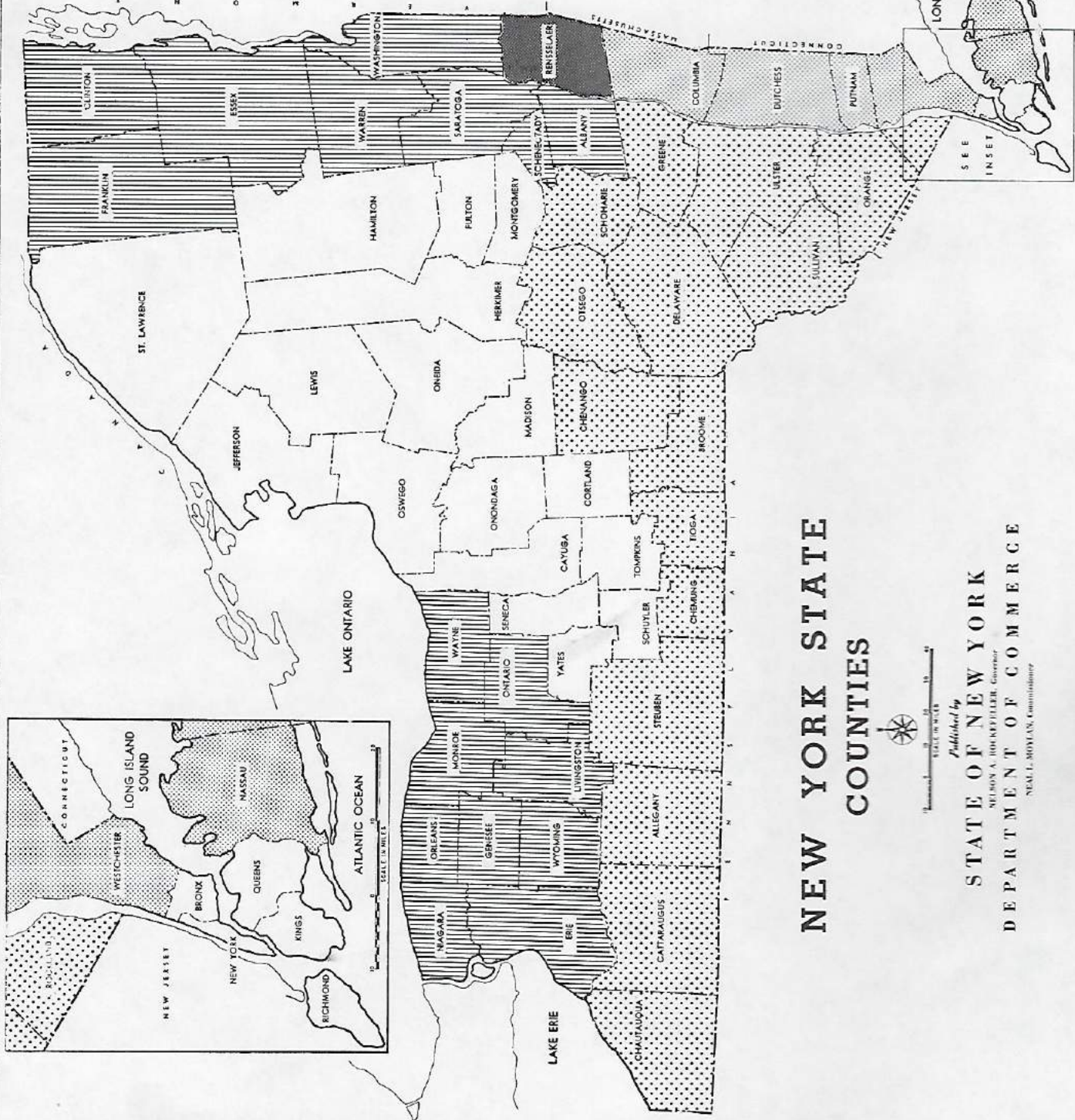
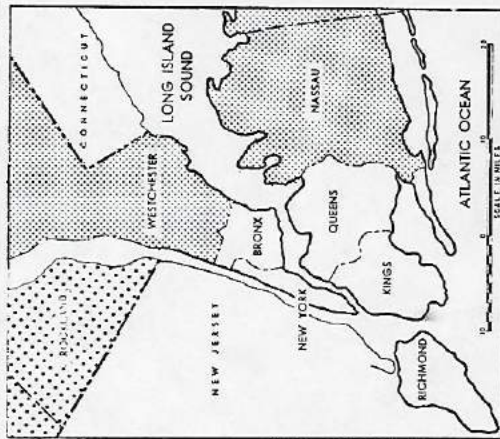
Criteria for Effect

A federally financed or licensed undertaking shall be considered to have an effect on a National Register listing (districts, sites, buildings, structures, and objects, including their settings) when any condition of the undertaking creates a change in

the quality of the historical, architectural, archeological, or cultural character that qualified the property under the National Register criteria for listing in the National Register.

Generally, adverse effect occurs under conditions which include but are not limited to:

- (a) Destruction or alteration of all or part of a property;
- (b) Isolation from or alteration of its surrounding environment;
- (c) Introduction of visual, audible, or atmospheric elements that are out of character with the property and its setting.



Textures indicate areas of staff responsibilities.

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