

Building Complex Form

The Building Complex Form (BCF) may be used as a supplement to the Historic Resource Survey Form. This form is designed for use primarily in documenting properties that include more than one building, such as farmsteads with outbuildings or small crossroads villages. In addition, preparers who use the BCF may also modify the format or add information to produce a revised form more suited to their particular needs since this data is not entered into the BHP's computerized data bank. Please follow the directions given below:

County, Municipality, Address, Historic Name, Other Name

Enter these as they appear on the HRSF.

Photo #(s)

Enter photograph numbers.

Building/Structure/Feature

Enter whether the resource is a building, structure, or feature.

Date or Period

Enter the date or approximate period during which the building or structure was constructed.

Height/Stories

Enter the number of stories; if not applicable, enter the height in approximate feet.

Material

Enter the name of the predominant exterior building material using the list for Exterior Materials in the HRSF instructions.

Style/Type

Enter the name of the architectural style using the Architectural Classification list in the HRSF instructions.

Machinery

Leave blank if N/A.

Historic Use

Enter the historic use from the categories listed for Historic Function in HRSF instructions.

Current Use

Enter the current use from the categories listed for Historic Function in the HRSF instructions.

SPECIFIC FORM INSTRUCTIONS – These directions follow the same order as the Pennsylvania Historic Resource Survey Form, arranged numerically. *Directions specifically for documenting historic districts appear in italics in the following instructions.*

Name, Location, Ownership

1. Name

Historic Name: Provide the name most closely related to the major significance of the property. For single properties, this name is often the name of the first or most prominent owner (e.g. Smith, John, House). *For historic districts, it is frequently the name of a town or section of town, for example, Kimberton Historic District, Danville West Market Street Historic District, or Harrisburg Old Downtown Commercial Historic District.*

Current Name: List the current/common name, if applicable.

2. Address

This is the property's geographic location, not necessarily its mailing address. Enter the complete street address, municipality, state, zip code, and county. If it does not have a street address, include the physical location relative to streets, roads or other points of reference: for example "state route 522, 1 mile N. of Shade Gap."

Do not use postal route numbers, such as RD 2. *For historic districts, give either the inclusive street address numbers for all primary buildings and structures, for example: 1-151 Main Street, or a rough description of the boundaries (for example: bounded by Smithfield Lake, North and Lowell Avenues, and Interstate 81).*

3. Tax Parcel No. and Year

Enter the tax map and parcel number, and tax map year, for the surveyed property. List all parcels currently associated with a large property such as a farm. *For historic districts, leave blank.*

4. USGS Quad

Enter up to two names of the US Geological Survey topographic map, 7.5-minute series, upon which the property is located, if known. Include a copy (on 8.5 x 11 sheet of paper) of the portion of the topographic map containing the property, marked to show the property location, and include the name of the quadrangle map. Quadrangle maps are available online at www.topozone.com. If printing from an on-line site, select the 1:24,000 scale and "Large Map" setting.

5. Owner Information

Mark "x" in the blank(s) that indicates the ownership of the property. Provide the current owner's name and mailing address for a single property. *For historic districts, leave blank.*

6. Category of Property and Resource Count

Mark "x" in the blank that indicates the category of property being surveyed. *A district is a neighborhood or concentration of buildings, structures, sites or objects that share a common history and convey a sense of history due to historic events, architecture, cultural significance, or physical development. In addition, these associations should be evident in the district as it appears today.*

Enter the total number of resources that make up the property. *This number can be approximate, especially in the case of historic districts.*

Function

7. Historic and Current Functions

Historic: Select the functions that most closely relate to the property's historic significance or period when it achieved significance. For example, for a building historically used as a single-family house, enter "Domestic" for the category and "single dwelling" for the subcategory. *For a district that was primarily a residential area of single-family houses, and secondarily a commercial center of specialty stores, enter "Domestic" for the first category and "single dwelling" for the first subcategory, and "Commerce/Trade" for the second category and "specialty store" for the second subcategory.*

Current: Indicate all categories that apply at the time of the survey.

- | | |
|----------------------------|--------------------------------|
| Domestic | Outdoor recreation |
| Single dwelling | Fair |
| Multiple dwelling | Monument/marker |
| Secondary structure | Work of art |
| Hotel | Agriculture/Subsistence |
| Institutional housing | Processing |
| Camp | Storage |
| Village site (Archaeology) | Agricultural field |
| Commerce/Trade | Animal facility |
| Business | Fishing facility or site |
| Professional | Agricultural outbuilding |
| Organizational | Horticultural facility |
| Financial organization | Irrigation facility |
| Specialty store | Industry/Processing/Extraction |
| Department store | Manufacturing facility |
| Restaurant | Extractive facility |
| Warehouse | Waterworks |
| Trade (Archaeology) | Energy facility |
| Social | Communications facility |
| Meeting hall | Processing site (Archaeology) |
| Club house | Health Care |
| Civic | Hospital |
| Government | Clinic |
| Capitol | Sanitarium |
| City hall | Medical business/office |
| Correctional facility | Resort |
| Fire station | Defense |
| Governmental office | Arms storage |
| Diplomatic building | Fortification |
| Custom house | Military facility |
| Post office | Battle site |
| Public works | Coast Guard facility |
| Courthouse | Naval facility |
| Education | Air facility |
| School | Landscape |
| College | Parking lot |
| Library | Park |
| Research facility | Plaza |
| Education-related housing | Garden |
| Religion | Forest |
| Religious structure | Unoccupied land |
| Ceremonial site | Underwater |
| Church school | Natural feature |
| Church-related residence | Street furniture/object |
| Funerary | Conservation area |
| Cemetery | Transportation |
| Graves/burials | Rail-related |
| Mortuary | Air-related |
| Recreation/Culture | Water-related |
| Theater | Road-related (Vehicular) |
| Auditorium | Pedestrian-related |
| Museum | Work in Progress |
| Music facility | Unknown |
| Sports facility | Vacant/Not in use |
| | Other |

8. Particular Type

Enter a term or short phrase to describe the form or type of building, structure, site or object that is being recorded. Because several types of buildings or structures may be documented on a single survey form, especially for a district, enter only the principal, predominant, or most important types. Here are several examples of terms for this category:

Apartment building	Movie theater
Barn	Park
Church	Pasture
Factory	Schoolhouse
Mill	Train depot

Architectural/Property Information

9. Architectural Classification

Using the terms that follow, enter the styles or stylistic influences that most closely relate to the property being documented. *For historic districts, enter the classifications of the primary resources.* If supplementary terms are needed to describe the style, please include them only in the narrative. The following list has been adopted from *American Architecture Since 1780: A Guide to Architectural Styles*, by Marcus Whiffen; *Identifying American Architecture* by John J.G. Blumenson; *What Style Is It?* By John Poppeliers, S. Allen Chambers, and Nancy B. Schwartz; and *A Field Guide to American Houses* by Virginia and Lee McAlester.

Colonial	Late 19 th & 20 th Century Revivals
Georgian	Colonial Revival
French Colonial	Classical Revival
Spanish Colonial	Tudor Revival
Dutch Colonial	Late Gothic Revival
Postmedieval	Mission/Spanish
English	Beaux Arts
Early Republican	Italian Renaissance
Federal	French Renaissance
Early Classical	Late 19 th & Early 20 th Century American Movements
Republican	Prairie School
Mid-19 th Century	Commercial Style
Greek revival	Chicago
Gothic Revival	Skyscraper
Italian Villa	Bungalow/Craftsman
Exotic Revival	Modern Movement
Late Victorian	Moderne
Gothic	International Style
Italianate	Art Deco
Second Empire	Other
Stick/Eastlake	No Style
Queen Anne	Mixed
Shingle Style	
Romanesque	
Renaissance	
Octagon Mode	

10. Exterior Materials

Enter in the blanks provided the most predominant material(s) comprising the foundation, walls, roof, and other parts of the property. Enter only materials that are **visible on the exterior** of the building or structure. *For historic districts, enter only the most predominant building materials visible on the exteriors of the primary resources.*

Earth	Slate	Terra cotta
Wood	Metal, unspecified	Asphalt
Weatherboard	Iron	Asbestos
Shingle	Copper	Concrete
Log	Bronze	Adobe
Plywood/particle board	Tin	Ceramic tile
Shake	Aluminum	Glass
Brick	Steel	Cloth/Canvas
Stone, unspecified	Lead	Synthetics
Granite	Nickel	Fiber glass
Sandstone/Brownstone	Cast Iron	Vinyl
Limestone	Wrought iron	Rubber
Marble	Stucco	Plastic
		Other

11. Structural System

Using a term from the list below, enter the structural system that bears the load of the building or structure. In cases of buildings with more than one load bearing system, enter the predominant structural system. *In cases of historic districts, enter the structural system used most frequently for the primary resources.*

Wood - General	Brick	Steel
Log	Stone	Steel frame
Plank	Iron	Steel columns
Timber – post and beam	Iron frame	Concrete – general
Timber – light frame	Iron columns	Reinforced concrete
Masonry	Other	

12. Width

For individual buildings, structures or objects enter the width of the main unit, excluding later wings and minor additions in bays and/or feet (e.g.: 4 bays; approx. 50 ft.).

13. Depth

For individual buildings, structures or objects enter the depth of the main unit, excluding later wings and minor additions in rooms and/or feet (e.g. 2 rooms, approx. 25 ft.).

14. Stories/Height

For individual buildings, structures or objects enter the height of the main unit in stories or feet (e.g. 2 ½ stories; approx. 30 ft.).

Property Features

15. Setting

Select one from the list below. In the “Physical Description” portion of the narrative, describe more fully the property’s natural and manmade landscape features. Here are several examples of terms for this category:

Agricultural/farm	Institutional
Business park	Mixed use neighborhood
City/town neighborhood	Other
Commercial artery/strip	Rural highway
Developing mixed-use road	Rural local road
Downtown business district	Rural village
Forest/wilderness	Small town or village center
Industrial/industrial park	Suburban neighborhood
	Waterfront