



Municipality of Anchorage

Local Landmark Register Nomination Process

Director's Guidance – *Public Review Draft 6/15/2020*



**Anchorage Historic Preservation Program:
An Ordinance Establishing the Municipality of Anchorage
Local Landmark Register AMC 4.60.030**



FORWARD

This guidance is intended to provide information to nominators when completing applications to nominate local landmarks to the Anchorage Local Landmark Register. This guidance accompanies the Local Landmark Register Nomination Form available from: Anchorage Municipal Planning Department at 4700 Elmore Road, or online at: <http://www.muni.org/Departments/OCPD/Planning/Pages/HistoricPreservationCommission.aspx>

CONTACT INFORMATION

Please contact the Municipal Historic Preservation Officer in the Municipality of Anchorage Planning Department – 343-7993 or Kristine.bunnell@anchorageak.gov for immediate assistance with this form, the application process, or help in determining what information is needed for a successful nomination.

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AMC 4.60.003 Nomination and Designation Process

INTRODUCTION TO THE NOMINATION PROCESS

Anyone may submit a nomination to the Municipal Planning Department located at 4700 Elmore Road in Anchorage, Alaska. The nomination will initiate the Assembly-adopted process to designate a landmark to the Anchorage Local Landmark Register. The owner's permission is required to nominate a landmark. The Historic Preservation Commission (HPC) will not consider a landmark for listing on the Anchorage Local Landmark Register without the owner's approval. 51% of owners' approval is required for landmark nominations with multiple owners. The nomination form may be obtained from the Municipal Planning Department in hard copy and online at muni.org.

Nomination Fee

The Municipality will assess nomination fees for nominations on a sliding scale. The Municipality will only assess a fee after the Anchorage Historic Preservation Officer determines the nomination packet is complete. The nomination packet includes the nomination form, photos, map(s), and /or any additional background information that helps make the case in the landmark determination. Fees will be waived when nomination is submitted by the Anchorage Historic Preservation Commission.

The fee is submitted at 4700 Elmore Road.

Resource Type and Fee

- a. Single Landmark Resource - \$ 100
- b. Landmark with Contributing Resource (1-15) - \$ 150
- c. Landmark with Contributing Resource (16-30) - \$ 200
- d. Landmark with Contributing Resource (>31) - \$ 300

NOMINATION FORM INSTRUCTIONS

Petitioner / Owner / Petitioner's Representative

The **Petitioner** may also be the **Owner** of a landmark. The **Petitioner's Representative** may also act on behalf of the owner by including a letter with the nomination form signed by the owner stating they are allowing the Petitioner's Representative to act in their behalf.

Landmark Nominations with Multiple Owners

If a landmark has multiple owners, 51% of the property owners of the proposed landmark must approve the nomination of a Landmark in writing. Owners may indicate their support or lack of support through a letter, a signed petition, through input at a public meeting, or through an email to the Historic Preservation Officer or Historic Preservation Commission. The Historic Preservation Officer will notify all owners of a nominated Landmark prior to the Anchorage Historic Preservation Commission hearing.

Property Information

The **Property Tax #** is found on the Assessor's page at Muni.org. Known street address, legal description and date of construction is requested. Sites, travel routes, objects, traditional cultural properties may be identified by Latitude and Longitude Coordinates, or Legal Description.

Landmark Type - AMC 4.60.002: Landmark Types*

Indicate whether the landmark is a Building, District, Structure, Site, Landscape, Traditional Cultural Property, Object or Travel Route. *Check all that apply. More information about landmark types follows on page 6.

Landmark Criteria - AMC 4.60.004: Evaluating Historic and Cultural Resources*

Landmark evaluation criteria include History, Architecture, Geography, Culture, Listed or Eligible for the National Register of Historic Places or Alaska Landmark Register. Qualified landmarks will be at least 30-years old and must meet at least one of the criteria in one of the five categories above. *Check all that apply. More information about the evaluation criteria follows on page 7.

Local Landmark Register Nomination

Municipality of Anchorage
 Planning Department
 PO Box 196650
 Anchorage, Alaska 99519-0650



PETITIONER/OWNER*		PETITIONER/OWNER REPRESENTATIVE (if any)	
Name (last name first)		Name (last name first)	
Mailing Address		Mailing Address	
Contact Phone – Day		Contact Phone – Day	
Evening		Evening	
Fax		Fax	
E-mail		E-mail	

**PETITIONER/OWNER: Report additional petitioners or disclose other co-owners on supplemental form. Failure to disclose other beneficial interest owners may delay processing of nomination application.*

PROPERTY INFORMATION and SITE MAP*

Property Tax # (000-000-00-000):

Site Street Address:

Current legal description: (use additional sheet if necessary)

Date of Construction (Must be at least 30 years old):

Zoning:	Acreage:	Lat/Long:
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**SITE MAP: Please provide a map of the Local Landmark to be nominated. The map should indicate the Contributing, Nominated, or Listed properties for District nominations. Provide a separate form for each property when nominating a Landmark with multiple properties.*

LANDMARK TYPE - CHECK ALL TYPES THAT MAY APPLY

- Building District Structure Site Landscape Traditional Cultural Property Object Travel Route

LANDMARK CRITERIA - CHECK ALL CRITERIA THAT APPLY

- History Architecture Geography Culture
- Listed or Eligible for listing in the National Register of Historic Places or Alaska Landmark Register



Accepted by:	Fee	Historic Preservation Commission Case Number
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AMC 4.60.002: LOCAL LANDMARK TYPES:*

Landmarks shall be nominated as buildings, districts, structures, sites, landscapes, traditional cultural properties, objects, or travel routes. The nomination of an object or improvement (see 4.60.001 Definitions) will not also include the nomination of the site as a landmark unless the nomination states otherwise. **A local landmark can include more than one Type—Be sure to check all Types that apply.*

A. Building - A building is a construction used for human shelter, e.g. to house animals, or for commerce, business, or education. An interior, or any part of an interior may be designated regardless of whether the remainder of the resource in which it is located has been so designated. Nominations that include the entire building, including an interior, should be noted for inclusion in the designation. **Building Examples:** *A house, barn, place of religious assembly, school, theatre, Quonset hut, Wanigan, hall, machine shop, depot, office building, shed.*

B. District - A significant concentration, linkage, or continuity of sites, buildings, structures, travel routes, or objects united historically or aesthetically by plan or physical development and features related by period, type, or location. Single properties may not be significant by themselves, but still contribute to the whole by providing continuity of historic era, design, appearance, cultural use, or function. A district may include both contributing and non-contributing properties. A district may also comprise individual landmarks separated geographically but linked by history, architecture, and/or culture. **District Examples:** *A residential neighborhood, business district, a group of archaeological sites, a building complex such as a cannery, military base, or college campus.*

C. Structure - A construction used for purposes other than human shelter. **Structure Examples:** *Caches, bridges, dredges, dams, roadways, railroads, trails or trail remnants, locomotives, aircraft, trail markers, and vessels.*

D. Site - The location of a significant event, a historic or prehistoric occupation or activity, or building or structure, whether standing, ruined, or vanished, where the location itself possesses historic, cultural, or archaeological value, regardless of the value of any existing structure. The significance of a historic site does not depend upon the survival of original standing structures and may include buried archaeological materials, accurately reconstructed buildings or visible alterations of the land. However, the setting must retain integrity and be mostly free of modern or non-historic elements, which confuse the historical relationship of the site with its period of significance. **Site Examples:** *Habitation sites, funerary sites, village sites, gardens, ruins of historic buildings and structures, and natural features such as rock and land formations having cultural significance.*

E. Landscape - A geographic area including both historical, cultural, and natural resources associated with a prehistoric or historic event, activity, or person or peoples, or exhibiting other cultural or aesthetic values. **Landscape Examples:** *Farmlands, ancestrally used coastal areas, creek corridors, recreation areas, plant harvesting areas, parks, industrial and mining areas, etc.*

F. Traditional Cultural Property - A place associated with cultural practices or beliefs of a living community that are rooted in that community's history and are important in maintaining the cultural identity of the community. Traditional Cultural Properties have one or more of the following attributes: spiritual power, practice, stories, therapeutic quality, and remembrance. **Traditional Cultural Property Examples:** *Important ancestral fish camps, a location where a community has traditionally carried out economic, artistic, or other cultural practices important to maintaining its historic identity, or an urban neighborhood that is the traditional home of a particular cultural group and reflects its beliefs and practices.*

G. Object - A material thing of functional, aesthetic, cultural, historical, or scientific value that may be by nature or design, movable yet related to a specific setting or environment. **Object Examples:** *Monuments, sculptures, boundary markers, or fountains.*

H. Travel Routes - Motorized or non-motorized routes of travel on land or water in urban, suburban, and remote or rural settings. The landmark may represent a route of which there is no physical evidence remaining. **Travel Route Examples:** *Trails, paths, roads, railway routes, mountain passes, or waterways.*

AMC 4.60.004: LOCAL LANDMARK CRITERIA FOR EVALUATING HISTORIC AND CULTURAL RESOURCES:

A. History: The landmark shall meet at least one of the following criteria:

1. Have direct association with development of the nation, state, Municipality, or communities within; or
2. Be the location of a significant historical event; or
3. Have direct or substantial association with an individual or group who influenced society; or

4. Exemplify the cultural, social, economic, political, aesthetic, or engineering history of the nation, state, Municipality, or communities within; or
5. Have potential to or has provided important information on the prehistory or history of the nation, state, municipality, or communities within.

B. Architecture: The landmark shall meet at least one of the following criteria:

1. Embody distinguishing characteristics of an architectural style or type; or
2. Be a significant example of the work of a recognized architect or master builder; or
3. Contain elements of architectural design, engineering, materials, craftsmanship, or artistic merit which represent a significant or influential innovation; or
4. Embodies a style or character that demonstrates the building traditions of a group of people of an area in an era of history or prehistory.

C. Geography: The landmark shall meet at least one of the following criteria:

1. It represents an established and familiar feature of the neighborhood, community, or city, due to its prominent location or physical characteristics; or
2. Has historically promoted understanding and appreciation of the natural and cultural environment by means of its distinctive physical characteristics or rarity; or
3. Represent a resource, whether natural or human-made, which has historically or culturally contributed to the character of areas within the Municipality or communities within.

D. Culture: The landmark shall meet at least one of the following criteria:

1. Embody the customary beliefs, social forms, and material traits of a racial, religious, or social group shared by people in a place or time; or
2. Embody an integrated pattern of human knowledge, belief, and behavior that depends upon the capacity for learning and transmitting knowledge to succeeding generations; or
3. Demonstrate an important association with customary practices or beliefs of a living community that are rooted in that community's history and are important in maintaining the continuing cultural identity of the community; or
4. Exemplify social, cultural, ethnic, or historical heritage of the Municipality or communities within.

E. National or Alaska Historic Registers:

Any resource listed on the National Register of Historic Places or the Alaska Landmark Register may also be listed on the Local Landmark Register with owner approval. Please see:

<https://www.nps.gov/subjects/nationalregister/database-research.htm> or

<http://dnr.alaska.gov/parks/oha/designations/aklandmarkreg.htm> to determine if the landmark you are

nominating is listed in either of these registers. *It should be noted there is only one landmark listed on the Alaska Landmark Register.*

AMC 4.60.030.G.2 Qualification:

A. Statement of Significance

This is the section where the nominator will describe the significance of the landmark in Anchorage's history or culture, or its notable architecture, architect, or geography. Nominators need to fully explain how the landmark conveys its significance and the period-in-time the landmark is significant to.

Significance (4.60.001 Definitions) "the determination of the essential features that define why a resource is significant and what period-in-time the resource is significant to. Significance is determined by identifying the links to important events or persons, design or construction features, or other potential information that makes the resource important. "Significant" landmark resources will be found to have a meaningful or noticeable influence of effect on our history and culture."

You must describe why a resource is significant and the time period the resource is significant to. Significance is determined by identifying the association to, or with important events or persons, design or construction features, or other information that makes the case for why the resource is important. Begin by identifying the type of landmark resource and the criteria under which it is eligible for nomination.

Example Statement of Significance (Excerpted from the Government Hill Wireless Station National Register Nomination):

Anchorage's settlement began in earnest along Ship Creek in 1915, with the news of railroad construction jobs in Alaska. The Alaska Engineering Commission (AEC) soon surveyed the area and chose Ship Creek and its surrounding bluffs to establish the new city of Anchorage. The northern bluff above Ship Creek was named Government Hill after a place in Panama. AEC cottages were quickly built to house AEC personnel. This area was incorporated into the Railroad Reserve subdivision after being surveyed in the 1920s. The bluff offered unobstructed air space and views making it ideal for a permanent AEC communication system. A "Wireless Station" was constructed emulating Panamanian architecture with communications received and transmitted within a 500-mile radius in 1917. The Wireless Station was soon upgraded to allow connections with the rest of world reinforcing this building into Alaska's history.

The Wireless Station was a two-story building topped by a cupola. There was an operating room, generating room, and living quarters for two operators. Aerial wires on two tall masts were located directly adjacent to the station. The Wireless Station could reach ships at sea, with its cupola serving as a beacon for ships transiting the Knik Arm toward the Anchorage port. Well into the 1930s, the only other buildings on Government Hill included the Wireless Station and the AEC cottages located about a quarter mile west of the Station. By 1921, the AEC allowed private citizens to also use the system, and within two years the Station became a part of the federal government's Washington-Alaska Military Cable and Telegraph System upon completion of the Alaska Railroad in 1923. Thirteen years later this distinctive and important building became part of the privately-operated Alaska Communication System (ACS) in 1936.

A 1950-upgrade is the last known improvement at the station. A few years later ACS closed the station. The Wireless Station remains as an icon to the community exemplifying Anchorage's early history. This little building contributed to the success of a major construction project, the establishment of the Anchorage community, and as the only means of instant communication with the Outside between 1917 through 1950. The Wireless Station initially provided communications between the first Alaska Railroad headquarters in Seward, the railroad construction centers at Nenana and Fairbanks to the north, and work camps north and south of Anchorage. The Wireless Station was vital to the construction of the railroad and subsequent settlement of Anchorage.

Alaska replaced the telegraph in the early 1900s with radio communications. The Washington-Alaska Military Cable and Telegraph System (WAMCATS) built by the Army Signal Service started using radio transmission between Fort St. Michael and Fort Davis across Norton Sound in 1903, due to ongoing issues with the sub-marine cable connecting the two. The Navy established radio stations across the southern coast of Alaska starting in 1907. The U.S. Army Signal Corps received the Wireless Station and incorporated it into the WAMCATS radio and telegraph system. Births, marriages, deaths were communicated through the Wireless Station for years including the now famous call from Nome during the 1925 Diphtheria epidemic, which helped make famous the Iditarod Trail, sled dogs Togo and Balto.

The Wireless Station is significant to the history of Anchorage for several reasons: In the development of the Alaska Railroad and the city of Anchorage; for its part in the operation of the WAMCATS radio and telegraph system; It's unusual architecture of the building and notable for the cupola; and its strategic location on Government Hill guiding ships to port.

STATEMENT OF SIGNIFICANCE

Please describe why a resource is significant and the time period the resource is significant to. Significance is determined by identifying the resource's association to, or with, important events or persons, Design or construction features, or other information that makes the case for why the resource is important. Begin by identifying the type of landmark the resource is, and the criteria under which the resource is eligible for nomination. (See the Director's Guidance for an example Statement of Significance).

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B. Assessment of Integrity

Integrity must always be grounded in an understanding of a resource's physical features and how those features relate to the significance of the resource. If a resource does not retain integrity, it will not qualify as a landmark eligible for the Local Landmark Register. The seven aspects of integrity are location, design, setting, materials, workmanship, feeling, and association. A landmark does not need to retain all seven aspects of integrity, but they must retain a majority of the aspects of integrity. The aspects of integrity are listed below. Please check the box next to each aspect of integrity the landmark retains and then describe how the landmark retains this aspect of integrity.

- A. **Location** is the place where the landmark was constructed or the place where the historic event occurred. The relationship between the landmark and its location is often important to understanding why the landmark was created or why something happened. The actual location of a landmark, complemented by its setting, is particularly important in recapturing the sense of historic events and persons.
- B. **Design** is the combination of elements that create the form, plan, space, structure, and style of a landmark. Design includes such elements as organization of space, proportion, scale, technology, ornamentation, and materials. A landmark's design reflects historic functions and technologies as well as aesthetics.
- C. **Setting** is the physical environment of a landmark. Whereas location refers to the specific place where a landmark was built or an event occurred, setting refers to the character of the place in which the landmark played its historical role. It involves how, not just where, the landmark is situated and its relationship to surrounding features and open space. Setting often reflects the basic physical conditions under which a landmark was built and the functions it was intended to serve.
- D. **Materials** are the physical elements that were combined or deposited during a particular period of time and in a particular pattern or configuration to form a landmark. A landmark must retain the key materials dating from the period of its historic significance. If the landmark has been rehabilitated, the historic materials and significant features must have been preserved.
- E. **Workmanship** is the physical evidence of the crafts of a particular culture or people during any given period in history or prehistory. It is the evidence of artisans' labor and skill in constructing or altering a building, structure, object, or site. Workmanship can apply to the landmark as a whole or to its individual components.
- F. **Feeling** is a landmark's expression of the aesthetic or historic sense of a particular period of time. It results from the presence of physical features that, taken together, convey the landmark's historic character.
- G. **Association** is the direct link between an important historic event or person and a landmark. A landmark retains association if it is the place where the event or activity occurred and is sufficiently intact to convey

**Example Assessment of Integrity
(Excerpted from the Crow Creek Mine
National Register Nomination):**

Crow Creek Mine presents a remarkable collection of buildings which are associated with the placer mining. Remaining from the earliest period (1898-1906) are: the commissary, blacksmith shop, the original manager's house (later converted to the mess hall), a four-man bunkhouse, an icehouse, a tool shed and smokehouse. From the 1920's the manager's house and the second mess-hall are left. The most recently constructed buildings, a tool shed and bunkhouse, are made out of the same type of framing as the earliest buildings and compliment the material fabric of the site.

The sense of mining history does not end with the exterior of these buildings. The mess hall is still equipped with a Lang cooking stove and cooking utensils. The kitchen of the manager's house is similarly furnished. The blacksmith shop retains some of the implements associated with hydraulic mining. The four-man bunkhouse has a single woodstove with bunkbeds on either side to the structure. The newer tool shed, which was built around the time of the Alaska Purchase Centennial, contains sluice boxes, pans and shovels which are lent to modern day tin horns in their search for color. The site is not supplied with electricity nor other utilities; between the interior decor wood stoves and lanterns, the atmosphere of mining camp is much intact.

Within a couple hundred yards of the site is Crow Creek. The stream runs in the excavated bed with the debris of the mining past strewn around its banks and waters; pipe, couplings and related hydraulic equipment are markers to the former operation. The man-made geologic cut is much in evidence upon close observation. Piles of boulders tell the story of that which could not be removed, and the V-shaped gorge itself is the mark of an incredible human endeavor and suggests the extent of the hydraulic operation of the earlier part of this century.

Age, history, and exemplary mining buildings mark the significance of this property. In that the oldest buildings at the mine were built slightly before or around the turn of the century, they are among the earliest to be constructed in the Municipality and represent the first dwellings and outbuildings, associated with the American period of settlement in this political subdivision of Alaska.

The mine's buildings and its history, as described above are important, in offering to the residents and tourists a glimpse of what the mining era was like and what it had to do with the settlement of the State. The hydraulic operation at the Crow Creek Mine was reputed to be the largest of any placer operation in the region, the mining operation was described time after time in the U.S.G.S. bulletins as being the most extensive and productive mine.

The fact that the mine's buildings are still standing is in itself incredible. This fact can be attributed to the continuous residency at the site. Very few other buildings are still around which hint of the chapters of mining history in the region. Old sites have typically been pilfered and vandalized. The Crow Creek Mining buildings are one of the most, if not the most, representative collection of mining buildings in the Turnagain-Kink Region.

ASSESSMENT OF INTEGRITY

Please describe the integrity of the landmark resource. Integrity must always be grounded in an understanding of a resource's physical features and how those features relate to the significance of the resource. A landmark will not qualify for the register without retaining sufficient integrity. The seven aspects of integrity are location, design, setting, materials, workmanship, feeling, and association. A landmark does not need to retain all seven aspects of integrity, but they must retain a majority of the aspects of integrity. Your assessment should fully explain how the landmark retains its integrity. (See *Director's Guidance for sample Assessment of Integrity*).

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Nomination Check List

Please be sure to check off all relevant items required with the nomination application. You are encouraged to include photos, letters of support or votes of support for nominated landmarks with multiple owners, newspaper or other published documentation or articles, Alaska Heritage Resource Survey information. A map is required for all nominations. *These items become part of the packet and will not be returned.*

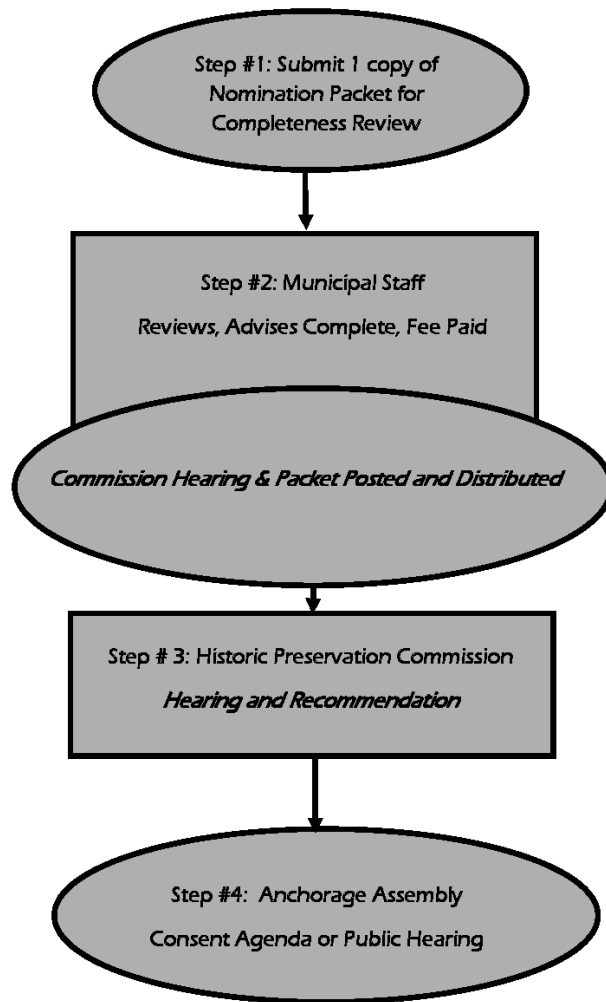
NOMINATION CHECKLIST – REQUIRED ATTACHMENTS	
<input type="checkbox"/>	Owner Agreement with Nomination – Can be a letter from the owner(s).
<input type="checkbox"/>	Site Map – Municipal GIS Mapping Services are available for a minimal fee.
<input type="checkbox"/>	Photographs and Photography Index– Label each photograph – Provide an index of the photos – Photos should be 6 Megapixel or greater and printed at 8.5 x 11 inches.
<input type="checkbox"/>	Continuation Sheets – May include Owners, multiple landmarks, statements of significance.
<input type="checkbox"/>	Historical Plans or other Historic or Cultural-related history or information.
<input type="checkbox"/>	Other – Please indicate _____
<input type="checkbox"/>	Alaska Heritage Resource Survey Number (May be obtained from the Anchorage Historic Preservation Officer in the Planning Department): _____
<input type="checkbox"/>	Open Permits / Permit Numbers: _____
<input type="checkbox"/>	Nomination Form is Complete

I hereby certify that (I am) (I have been authorized to act for) owner of the property described above and that I petition for a nonconforming lot registration in conformance with Title 21 of the Anchorage Municipal, Code of Ordinances. I understand that payment of the application fee is nonrefundable and is to cover the costs associated with processing this application, and that it does not assure approval of the lot registration.

Signature Owner Representative _____ Date _____
(Representatives must provide written proof of authorization – The Anchorage Historic Preservation Commission may also act as a Representative for the Owner)

Print Name _____

NOMINATION STEPS



This is a 60-90 day nomination process

STAFF FOLLOW-UP

Nominators will be contacted within 5 days to either confirm the nomination is complete or to ask for more information. The fee will be paid and requested number of copies submitted when the nomination is deemed complete. *Please do not hesitate to contact Municipal staff or Anchorage Historic Preservation Commission members with questions on completing the nomination application. There are also Historic Preservation consulting firms that we can refer you to.*

A MESSAGE FROM THE ANCHORAGE HISTORIC PRESERVATION COMMISSION

*The Anchorage Local Landmark Register is intended to bring recognition to the significant historic and cultural resources found throughout the Municipality of Anchorage. It is our intention to ensure nominations are complete, provide adequate information, and can be recommended for approval in a timely manner by the Anchorage Historic Preservation Commission. Staff and Commission members are available to assist in your effort to recognize and celebrate our history and culture. **Thank you for bringing your historic or cultural resource to our attention!***

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