

General Rules of Thumb

- DO make sure each application has review-quality <u>DIGITAL COLOR</u> photographs of every property.
- DO orient photos in LANDSCAPE (horizontal) display if possible. This orientation provides more space for content in photographs.
- DO provide JPGs/TIFFs files of photographs. Scans of photographs from appraisal documents or application pages and Google Street View screenshots will not suffice for SHPO review. This can be achieved by submitting the original photographic files directly from the camera/phone.
- DO label the photographs appropriately with the address, date the photo was taken, the side(s) of the building that is visible, and the direction the photographer is facing using cardinal directions (North, East, South, West).





Portrait Orientation - Not Recommended









Portrait Orientation - Not Recommended







Landscape (Left) vs. Portrait (Right)







Typical SHPO Consultation Graphics



Photograph 2-View south of the east elevation of 615 Chestnut Street. Source: HMA.



Photograph 1 - General view west of the southwest elevation of 615 Chestnut Street. Source: HMA.



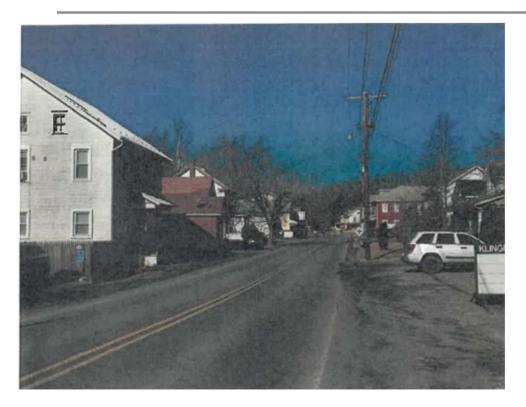


Using the Right File Format

 Either JPGs or TIFFs files are the best option to submit with your grant applicant. These file formats are sufficient to submit to external agencies (like the State Historic Preservation Office or the U.S. Fish and Wildlife Service) should consultation be required.



Examples of Poor-Quality Photographs







Examples of Poor-Quality Photographs







A Comparison of Photographs







General Rules of Thumb: A Reprise

- DO take photos of all four sides (in their entirety) of the subject buildings in application. Be sure to include outbuildings such as garages, barns, sheds, etc.
- DO make sure there is adequate lighting in photos to ensure features of buildings are legible.
- DO take photos at an angle which gives a clear representation of the building.
- DO include photographs of the surrounding streetscape for each property. This
 provides context.
- DO verify that each subject property in the project is represented in photographs and that the supplied photographs are of the correct building (use Google Street View and/or Google Earth to verify).



When Stuff Gets in the Way







Capturing the Whole Building







Angelic Buildings







When You Move Around a Little





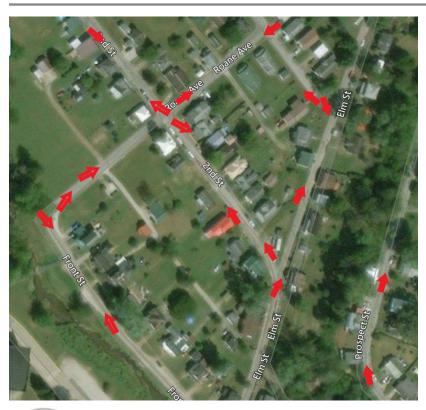


For Infrastructure Projects

- DO provide photos of limits of disturbance/project area and surrounding areas. If multiple sites are in an application, make sure you have accounted for all sites.
- DO provide photos of the ground, if ground disturbance is involved. These photos should provide context and show surroundings.



Suggestion: Provide Photo Key







Aerial Source: Google Earth

General DON'Ts of Photography

- DON'T have people in the photographs. This includes both owners/bystanders on porches and on the property and OEM staff in foreground.
- DON'T have obstructed views of buildings if possible. This includes tree
 coverage, car windows and things on the street such a storage containers and
 dumpsters. Taking photos from multiple viewpoints may be necessary.
- DON'T supply scanned photographs. Scanned photographs mean the quality of the photos is lost not only once (through the printing) but twice (through the scan). This leads to the photos being grainy, too blown out/too dark.
- DON'T digitally alter the photographs in any way (cropping, resizing, obscuring people).



Things NOT to Include in Your Photographs







Fingers & Writing

More Things to NOT Include







People & Cars

