

# MANHATTAN REGISTER OF HISTORIC PLACES NOMINATION FORM

Use the "Instructions for Completing the Manhattan Register of Historic Places Nomination Form" in completing this form. If you have any questions, please contact Community Development Department at (785) 587-2412.

**1. PROPERTY NAME**

Historic:

and/or Common:

**2. LOCATION**

Street and Number:

City: Manhattan

County: Riley

State: Kansas

**3. CLASSIFICATION** Check the appropriate box under each heading.

**Category:**

Structure

Site

District

**Ownership:**

Private

Public

Both

**Public Acquisition:**

In Process

Being Considered

Not Being Considered

**Status:**

Occupied

Unoccupied

Work in Progress

**Present Use:**

Agriculture

Commercial

Educational

Entertainment

Government

Industrial

Military

Museum

**Present Use (cont'd):**

Park

Private Residence

Multi-Family

Religious

Scientific

Transportation

Other:

**Public Access:**

Restricted

Unrestricted

None

**4. LEGAL DESCRIPTION**

**5. REPRESENTATION IN EXISTING HISTORIC INVENTORY?**  Yes  No

Inventory Number:

Date of Inventory:

Has the property been determined eligible?  Yes  No

Location of Inventory Records:

**6. DESCRIPTION**

**Date(s) Built:**

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**Original Use:**

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**Builder:**

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**Architect:**

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**Original Owner:**

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**Condition:**

- Excellent
- Good
- Fair
- Deteriorated
- Ruins
- Buried

**Check one of the following:**

- Unaltered from original construction
- Altered, date(s):

**Check one of the following:**

- On the original site
- Moved, date:

**7. PHOTOGRAPH**

**8. EVALUATION OF CRITERIA AND SIGNIFICANCE FOR DESIGNATION**

**A. Criteria for Evaluation:**

The following criteria are to be considered in determining the eligibility of the nominated structure, site or district for historical designation under Ordinance No. 6065, Chapter 25, of the Code of Ordinances of the City of Manhattan, Kansas. (Check one or more categories of applicable criteria.)

- Its character, interest, or value as part of the development, heritage, or cultural characteristics of Manhattan, Riley County, Kansas, or the United States.
- Its location as a site of a significant historic event.
- Its identification with a person or persons who significantly contributed to the culture and development of Manhattan, Riley County, Kansas, or the United States.
- Its embodiment of distinguishing characteristics of an architectural style valuable for the study of a period, type, method of construction, or use of materials.
- Its identification as the work of a master builder, designer, architect, or landscape architect whose individual work has influenced the development of Manhattan, Riley County, Kansas, or the United States.
- Its embodiment of elements of design, detailing, materials, or craftsmanship that render it architecturally significant.
- Its embodiment of design elements that make it structurally or architecturally innovative.
- Its unique location or singular physical characteristics that make it an established or familiar visual feature.
- Its character as a particularly fine or unique example of a utilitarian structure, including, but not limited to farmhouses, gas stations, or other commercial structures, with a high level of integrity or architectural significance.
- It has yielded or is likely to yield important historical or prehistorical information.

**B. Significance:**

Explain how the structure or site meets the criteria checked above.

**9. INTEGRITY:**

Explain how the structure, site, property within a district, or district maintains integrity of association, design, materials, setting, and/or workmanship as it relates to the criteria for historical designation under Ordinance No. 6065, Chapter 25, of the Code of Ordinances of the City of Manhattan, Kansas.

Provide a response for each of the following types of integrity.

**1) Integrity of Association:**

**2) Integrity of Design:**

**3) Integrity of Materials:**

**4) Integrity of Setting:**

**5) Integrity of Workmanship:**

**10. SIGNIFICANT ARCHITECTURAL FEATURES**

**A. Exterior Characteristics**

**1) Setting**

**Photograph No.**

*a. Land/Site:*

- Expansive (large site with, or without, buildings as minor components of the landscape)
- Icon (building on a green or set apart from the context)
- Standard Parcel
  - 1850-1910 (orig. plat with standard grid of lots & blocks)
  - 1910-1940 (extension of the original grid with a few modifications)
  - 1940-1960 (beyond the grid, curvilinear, yet still relatively small lots)
  - 1960-Present (larger lots, mostly curvilinear streets)
- In a complex of buildings/structures/sites
  - Number of Acres

*b. Setback:*

- None (building wall abuts the property line)
- Typical (similar to adjacent properties, i.e., respects the order or pattern of the neighboring development), approx.        feet
- Atypical (not similar to adjacent properties/development), approx.        feet

*c. Spacing:*

- Continuous (buildings abut as in row houses or commercial buildings)
- Typical (like adjacent properties); approx.        feet from neighboring buildings.
- Atypical (not like adjacent properties); approx.        feet from neighboring buildings.

*d. Delineation of street space:*

- Continuous street edge
  - Curbs
  - Sidewalks
  - Street trees/vegetation
  - Street lights
  - Drainage ditch
  - Retaining walls

- Fences
- Other:
- Discontinuous street edge (i.e., ill-defined or interrupted frequently so as to erode the continuity of the street edge.)

*e. Garage Placement:*

- Rear yard
- Side yard
- Front yard
- Detached
- Attached
- None

*f. Garage Access/Driveway location:*

- From rear/alley
- From side street
- From front street
- None

*g. Other Secondary Structure Location(s):*

- Rear yard
- Side yard
- Front yard
- None

**2) Landscape**

**Photograph No.**

*a. Public/Private Spaces:*

- Separation of public, semi-public and private areas through
  - Vegetation
  - Fences
  - Retaining Walls
  - Change in topography
  - Other:
- No separation of public, semi-public and private areas

*b. Plantings:*

- Perimeter plantings, i.e. plantings around the foundation of the building
- Planting beds / flower gardens
- Kitchen gardens

- Hedge rows
- Orchards
- Trees in rows
- Trees in groups
- Specimen plantings
- None
- Other:

**3) Height, Shape and Directional Emphasis**

**Photograph No.**

a. *Height:*

- One story
- One-and-one-half story
- Two story
- Two-and-one-half story
- Other:

b. *Shape:*

- Square
- Rectangle
- L-plan
- T-plan
- U-plan
- H-plan
- Cross plan
- Complex—Regular
- Complex—Irregular

c. *Directional Emphasis:*

- Vertical
- Horizontal

**4) Roof and Roof Features**

**Photograph No.**

a. *Shape:*

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Side Gable      | <input type="checkbox"/> Front Gable        | <input type="checkbox"/> Cross Gable           |
| <input type="checkbox"/> Gable-on-hip    | <input type="checkbox"/> Hip-on-gable       | <input type="checkbox"/> Hip                   |
| <input type="checkbox"/> Cross Hip       | <input type="checkbox"/> Gambrel            | <input type="checkbox"/> Mansard               |
| <input type="checkbox"/> Shed            | <input type="checkbox"/> Saltbox            | <input type="checkbox"/> Parallel Gables       |
| <input type="checkbox"/> Parallel Hip    | <input type="checkbox"/> Pyramidal          | <input type="checkbox"/> Truncated Pyramidal   |
| <input type="checkbox"/> Arched/Barrel   | <input type="checkbox"/> Monitor            | <input type="checkbox"/> Gable with Clearstory |
| <input type="checkbox"/> Flat with eaves | <input type="checkbox"/> Flat with parapets |  |

b. *Pitch:*

- Low (less than 30°) includes “flat” roofs
- Medium (30° to 45°)
- Steep (more than 45°)

c. *Roof/Wall Junctions:*

- Closed eave with cornice
- Open eave with enclosed rafters
- Closed rake (gable end)
- Shaped parapet
- Low straight parapet
- Open eave with exposed rafters
- Boxed eave with cornice
- Open rake
- High straight parapet

d. *Dormers:*

*Design/shape:*

- Gable
- Shed
- Hip
- Deck (flat on hip)
- Flat
- Polygonal
- Eyebrow
- Curved
- Segmental
- Arched
- Inset
- Engaged
- Cross Gable

*Number/Placement:*

e. *Skylights:*

- Yes
- No

f. *Chimneys:*

- Exterior on gable end
- Exterior on eave end
- Interior on end
- Interior on slope
- Interior on ridge

**5) Windows**

**Photograph No.**

a. *Type:*

- Double-hung
- Casement
- Fixed
- Hopper
- Awning
- Sliding
- Louver
- Pivot

*b. Shape and proportion:*

- Rectangle
  - Vertical (approx. width to length ratio is \_\_\_\_\_ : \_\_\_\_\_)
    - Top rectangular
    - Top arched
      - Full
      - Segmental
      - Flattened
      - Pointed
      - Ogee
  - Horizontal (approx. height to width ratio is \_\_\_\_\_ : \_\_\_\_\_)
- Square
- Oval
  - Vertical (approx. width to length ratio is \_\_\_\_\_ : \_\_\_\_\_)
  - Horizontal (approx. height to width ratio is \_\_\_\_\_ : \_\_\_\_\_)
- Round
- Other:

*c. Rhythm and Balance:*

- Single
- Paired
- Grouped in ribbons of
- Regular spacing/rhythm
- Irregular spacing/rhythm

*d. Lintels and Surrounds:*

- Flat lintel
- Keystone lintel
- Pediment
- Entablature
- Hooded
- Bracketed
- Framed

*d. Shutters:*

- Operable
- Non-operable
- Louvers
- Panels
- Vertical Board
- None.

a. Placement:

- Centered on primary façade
- Off-center on primary façade
- Corner (diagonal)
- Not on primary façade

b. Surrounds:

- Enframed
  - Simple entablature (flat)
  - Pedimented
  -

Arched

- Not enframed

c. Door:

- With light(s)
- Without light(s)
- With sidelight(s)
- Without sidelight(s)
- With transom window(s)
- Without transom window(s)
- Batten
- Paneled
- Flush
- Other:

**7) Exterior Architectural Elements**

**Photograph No.**

*Description:*

- Balcony
- Bays
- Cupola
- Door platform or steps
- Exterior stairs and decks
- Commercial entrances
  - Recessed
  - Flush
- Porches
  - Recessed
  - Projecting
- Roofwalks and platforms
- Tower/turret

**8) Trim and Secondary Features**

**Photograph No.**

*Description:*

- |   |  |
|---|--|
| <input type="checkbox"/> Watertable                                 | <input type="checkbox"/> Banding             |
| <input type="checkbox"/> Quoins                                     | <input type="checkbox"/> Bulkhead            |
| <input type="checkbox"/> Awnings                                    | <input type="checkbox"/> Signs               |
| <input type="checkbox"/> Gutters, downspouts, collector boxes, etc. | <input type="checkbox"/> Cornice             |
| <input type="checkbox"/> Brackets                                   | <input type="checkbox"/> Dentils/Molding     |
| <input type="checkbox"/> Rosettes/medallions                        | <input type="checkbox"/> Columns             |
| <input type="checkbox"/> Pilasters                                  | <input type="checkbox"/> Beams               |
| <input type="checkbox"/> Railings/Balustrades                       | <input type="checkbox"/> Ornamental millwork |
| <input type="checkbox"/> Vents                                      | <input type="checkbox"/> Light fixtures      |
| <input type="checkbox"/> Bas-relief                                 | <input type="checkbox"/> Mosaic              |
| <input type="checkbox"/> Other:                                     |  |

9) Materials

Photograph No.

List material types for each feature:

**Feature**

a. Roof

**Primary Material:**

- Earth
- Wood
  - Horizontal Siding
  - Vertical Siding
  - Shingle
  - Log
- Brick
- Stone
  - Granite
  - Sandstone
  - Limestone
  - Marble
  - Slate
- Metal
  - Iron
  - Copper
  - Bronze
  - Tin
  - Aluminum

- Steel
- Lead
- Nickel
- Stucco
- Terra Cotta
- Asphalt
- Asbestos
- Concrete
- Adobe
- Ceramic Tile
- Glass
- Cloth/Canvas
- Synthetics
- Synthetics
  - Fiberglass
  - Vinyl
  - Rubber
  - Plastic

- Other:
- Other:

**Secondary Material:**

- Earth
- Wood
  - Horizontal Siding
  - Vertical Siding
  - Shingle
  - Log
- Brick
- Stone
  - Granite
  - Sandstone
  - Limestone
  - Marble
  - Slate
- Metal
  - Iron
  - Copper
  - Bronze
  - Tin
  - Aluminum

- Steel
- Lead
- Nickel
- Stucco
- Terra Cotta
- Asphalt
- Asbestos
- Concrete
- Adobe
- Ceramic Tile
- Glass
- Cloth/Canvas
- Synthetics
- Synthetics
  - Fiberglass
  - Vinyl
  - Rubber
  - Plastic

- Other:
- Other:

b. Walls

**Primary Material:**

- Earth
- Wood
  - Horizontal Siding
  - Vertical Siding
  - Shingle
  - Log
- Brick
- Stone
  - Granite
  - Sandstone
  - Limestone
  - Marble
  - Slate
- Metal
  - Iron
  - Copper
  - Bronze
  - Tin
  - Aluminum

- Other:
- Other:

- Steel
- Lead
- Nickel
- Stucco
- Terra Cotta
- Asphalt
- Asbestos
- Concrete
- Adobe
- Ceramic Tile
- Glass
- Cloth/Canvas
- Synthetics
- Synthetics
  - Fiberglass
  - Vinyl
  - Rubber
  - Plastic

**Secondary Material:**

- Earth
- Wood
  - Horizontal Siding
  - Vertical Siding
  - Shingle
  - Log
- Brick
- Stone
  - Granite
  - Sandstone
  - Limestone
  - Marble
  - Slate
- Metal
  - Iron
  - Copper
  - Bronze
  - Tin
  - Aluminum

- Other:
- Other:

- Steel
- Lead
- Nickel
- Stucco
- Terra Cotta
- Asphalt
- Asbestos
- Concrete
- Adobe
- Ceramic Tile
- Glass
- Cloth/Canvas
- Synthetics
- Synthetics
  - Fiberglass
  - Vinyl
  - Rubber
  - Plastic

c. Foundation Walls

**Primary Material:**

- Earth
- Wood
  - Horizontal Siding
  - Vertical Siding
  - Shingle
  - Log
- Brick
- Stone
  - Granite
  - Sandstone
  - Limestone
  - Marble
  - Slate
- Metal
  - Iron
  - Copper
  - Bronze
  - Tin
  - Aluminum

- Other:
- Other:

- Steel
- Lead
- Nickel
- Stucco
- Terra Cotta
- Asphalt
- Asbestos
- Concrete
- Adobe
- Ceramic Tile
- Glass
- Cloth/Canvas
- Synthetics
- Synthetics
  - Fiberglass
  - Vinyl
  - Rubber
  - Plastic

**Secondary Material:**

- Earth
- Wood
  - Horizontal Siding
  - Vertical Siding
  - Shingle
  - Log
- Brick
- Stone
  - Granite
  - Sandstone
  - Limestone
  - Marble
  - Slate
- Metal
  - Iron
  - Copper
  - Bronze
  - Tin
  - Aluminum

- Other:
- Other:

- Steel
- Lead
- Nickel
- Stucco
- Terra Cotta
- Asphalt
- Asbestos
- Concrete
- Adobe
- Ceramic Tile
- Glass
- Cloth/Canvas
- Synthetics
- Synthetics
  - Fiberglass
  - Vinyl
  - Rubber
  - Plastic

d. Chimney(s)

**Primary Material:**

- Earth
- Wood
  - Horizontal Siding
  - Vertical Siding
  - Shingle
  - Log
- Brick
- Stone
  - Granite
  - Sandstone
  - Limestone
  - Marble
  - Slate
- Metal
  - Iron
  - Copper
  - Bronze
  - Tin
  - Aluminum

- Other:
- Other:

- Steel
- Lead
- Nickel
- Stucco
- Terra Cotta
- Asphalt
- Asbestos
- Concrete
- Adobe
- Ceramic Tile
- Glass
- Cloth/Canvas
- Synthetics
- Synthetics
  - Fiberglass
  - Vinyl
  - Rubber
  - Plastic

**Secondary Material:**

- Earth
- Wood
  - Horizontal Siding
  - Vertical Siding
  - Shingle
  - Log
- Brick
- Stone
  - Granite
  - Sandstone
  - Limestone
  - Marble
  - Slate
- Metal
  - Iron
  - Copper
  - Bronze
  - Tin
  - Aluminum

- Other:
- Other:

- Steel
- Lead
- Nickel
- Stucco
- Terra Cotta
- Asphalt
- Asbestos
- Concrete
- Adobe
- Ceramic Tile
- Glass
- Cloth/Canvas
- Synthetics
- Synthetics
  - Fiberglass
  - Vinyl
  - Rubber
  - Plastic

e. Doors

**Primary Material:**

- Earth
- Wood
  - Horizontal Siding
  - Vertical Siding
  - Shingle
  - Log
- Brick
- Stone
  - Granite
  - Sandstone
  - Limestone
  - Marble
  - Slate
- Metal
  - Iron
  - Copper
  - Bronze
  - Tin
  - Aluminum
- Steel
- Lead
- Nickel
- Stucco
- Terra Cotta
- Asphalt
- Asbestos
- Concrete
- Adobe
- Ceramic Tile
- Glass
- Cloth/Canvas
- Synthetics
- Synthetics
  - Fiberglass
  - Vinyl
  - Rubber
  - Plastic
- Other:
- Other:

**Secondary Material:**

- Earth
- Wood
  - Horizontal Siding
  - Vertical Siding
  - Shingle
  - Log
- Brick
- Stone
  - Granite
  - Sandstone
  - Limestone
  - Marble
  - Slate
- Metal
  - Iron
  - Copper
  - Bronze
  - Tin
  - Aluminum
- Steel
- Lead
- Nickel
- Stucco
- Terra Cotta
- Asphalt
- Asbestos
- Concrete
- Adobe
- Ceramic Tile
- Glass
- Cloth/Canvas
- Synthetics
- Synthetics
  - Fiberglass
  - Vinyl
  - Rubber
  - Plastic
- Other:
- Other:

f. Windows

**Primary Material:**

- Earth
- Wood
  - Horizontal Siding
  - Vertical Siding
  - Shingle
  - Log
- Brick
- Stone
  - Granite
  - Sandstone
  - Limestone
  - Marble
  - Slate
- Metal
  - Iron
  - Copper
  - Bronze
  - Tin
  - Aluminum

- Other:
- Other:

- Steel
- Lead
- Nickel
- Stucco
- Terra Cotta
- Asphalt
- Asbestos
- Concrete
- Adobe
- Ceramic Tile
- Glass
- Cloth/Canvas
- Synthetics
- Synthetics
  - Fiberglass
  - Vinyl
  - Rubber
  - Plastic

**Secondary Material:**

- Earth
- Wood
  - Horizontal Siding
  - Vertical Siding
  - Shingle
  - Log
- Brick
- Stone
  - Granite
  - Sandstone
  - Limestone
  - Marble
  - Slate
- Metal
  - Iron
  - Copper
  - Bronze
  - Tin
  - Aluminum

- Other:
- Other:

- Steel
- Lead
- Nickel
- Stucco
- Terra Cotta
- Asphalt
- Asbestos
- Concrete
- Adobe
- Ceramic Tile
- Glass
- Cloth/Canvas
- Synthetics
- Synthetics
  - Fiberglass
  - Vinyl
  - Rubber
  - Plastic

g. Other:

**B. Interior Characteristics**

(Complete this section only if the interior is being nominated for historic designation. Use additional pages as necessary to complete this section.)

**1) Plan Organization**

- Centralized
- Linear
- Radial
- Clustered
- Grid

**2) Primary Spaces**

Identify the significant primary spaces below.

**Secondary Spaces**

Identify the significant secondary spaces below.

**3) Features, Materials, and Finishes**

Identify the significant interior features, materials, and finishes below.

**11. DESIGN GUIDELINES**

Should the nominated structure, site or district be listed in the Manhattan Register of Historic Places, the applicant proposes that the Historic Resources Board use the following Design Guidelines in determining the eligibility of the historic structure, historic site or historic district for issuance of a Certificate of Appropriateness. The following design guidelines are to be considered in addition to the Criteria for Review identified in the Article V (E) of Ordinance No. 6065, Chapter 25, of the Code of Ordinances of the City of Manhattan, Kansas.

**A. Demolition**

*Identify features, structures, etc. that can be demolished. If there are any conditions that must be met prior to approval of the proposed demolition, describe and illustrate them.*

**B. Exterior Alterations**

*Identify features, structures, etc. that can be altered. Consider appropriate height and area regulations, setback requirements, and minimum dwelling size or floor area regulations that may be appropriate. If there are any conditions that must be met prior to approval of a proposed alteration, describe and illustrate them.*

**C. Additions**

*Identify and illustrate the placement, size, shape, material, etc. of the types of additions that are acceptable. Consider appropriate height and area regulations, setback requirements, and minimum dwelling size or floor area regulations that may be appropriate.*

**D. New Structures**

*Identify and illustrate the placement, size, shape, material, etc. of the types of new structures that are acceptable. Consider appropriate height and area regulations, setback requirements, and minimum dwelling size or floor area regulations that may be appropriate. If there are any conditions that must be met prior to approval of a proposed new structure, describe and illustrate them.*

**E. Site Alterations**

*Identify and illustrate the types of site alterations that are acceptable. If there are any conditions that must be met prior to approval of a proposed site alteration, describe and illustrate them.*

**F. Interior Alteration (for nominated historic interiors only)**

*Identify and illustrate the types of interior alterations that are acceptable. If there are any conditions that must be met prior to approval of a proposed interior alteration, describe and illustrate them.*

**G. Sign Regulations**

*Identify and illustrate the type, placement, size, etc. of signs that are acceptable. If there are any conditions, describe and illustrate them.*

**H. Parking Regulations**

*Identify and illustrate parking regulations, i.e. placement, number, paving material, etc., that are acceptable. If there are any conditions, describe and illustrate them.*

**12. MAP**

Attach a map showing the location of the nominated structure or site, or attach a map showing the boundaries of the nominated district.

**13. OWNERSHIP LIST FOR NOTIFICATION**

Attach a complete and correct ownership list (see attached below) of all the owners of record for all property located within 200 feet of the property being nominated for historical designation. If the property is adjacent to the City limits, the notification boundary shall be extended to 1,000 feet in the adjacent unincorporated area. Ownership information must be typewritten.

**14. OWNER CONSENT**

Attach a completed owner consent form (see attached below). Each owner of record of the property being nominated must sign the application prior to submitting the application; i.e., individual ownership, corporation (titles and name of corporation), partnership, etc.







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**15. FORM PREPARED BY**

**Name/Title:** \_\_\_\_\_

**Organization:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Street and Number:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Telephone:** \_\_\_\_\_

**16. SOURCES OF INFORMATION/BIBLIOGRAPHY**

**17. ADDITIONAL COMMENTS**

**18. AUTHORIZATION AND CERTIFICATION:** I, the undersigned, certify that the information provided on this form is true and correct to the best of my knowledge.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Printed or Typed Name of Signatory:** \_\_\_\_\_

**19. SEND FORM TO:**

Community Development Department  
City of Manhattan  
1101 Poyntz Avenue  
Manhattan, KS 66502

\*\*\*\*\*FOR STAFF USE  
ONLY\*\*\*\*\*

CDD File No.            CDD Map No. \_\_\_\_\_

No. of Acres:            Size in Lots/Blocks: \_\_\_\_\_

Property                    Land Use:            Zoning:

Adjacent North            Land Use:            Zoning:

Adjacent East            Land Use:            Zoning:

Adjacent South            Land Use:            Zoning:

Adjacent West            Land Use:            Zoning:

Date of CDD Receipt of Completed Nomination: \_\_\_\_\_

**Certification of Owner Consent for Designation:**

I, the undersigned, certify that this nomination for designation provides adequate evidence that the owner(s) of record of the nominated structure, site, or historic district have provided the required consent for designation as set forth in Article IV (F) (4) of Ordinance No. 6065, Chapter 25, of the Code of Ordinances of the City of Manhattan, Kansas.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Date Notice of Public Hearing Published: \_\_\_\_\_

Date Written Notice to Area Property Owners Mailed: \_\_\_\_\_

Affidavit Regarding Posting Signed by Applicant and on File?     Yes     No

HRB Consideration Date:             *Approved*     *Denied*

MCC Consideration Date:             *Approved*     *Denied*

Historical Designation Ordinance Number: \_\_\_\_\_

Date Historical Designation Ordinance Mailed to Property Owner(s): \_\_\_\_\_

Date Ordinance filed with Register of Deeds: \_\_\_\_\_