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				The primary divisions of most of the States are termed counties; in Louisiana the corresponding units are termed parishes. Alaska has no counties; in this State, areas designated census divisions have been defined for general statistical purposes by the State in cooperation with the Census Bureau and are treated as county equivalents. Four States (Maryland, Missouri, Nevada, and Virginia) contain one or more cities that are independent of any county; for statistical purposes these independent cities are treated as county equivalents.	
				Standard Metropolitan Statistical Areas	
				The definitions of standard metropolitan statistical areas used in the Annual Housing Survey correspond to the 243 SMSA's used in the 1970 census. These include the 228 SMSA's as defined and named in the Bureau of the Budget publication, Standard Metropolitan Statistical Areas: 1967 , U.S. Government Printing Office, Washington, D.C. 20402. After 1967, 15 SMSA's were added, of which 2 were defined in January 1968 and an additional 13 were defined in February 1971 on the	

basis of the results of the 1970 census. Changes in SMSA definition criteria, boundaries, and titles made after February 1971 are not reflected in this series of reports. SMSA's are defined by the Office of Management and Budget (formerly Bureau of the Budget).

Except in the New England States, a standard metropolitan statistical area is a county or group of contiguous counties which contains at least one city of 50,000 inhabitants or more, or "twin cities" with a combined population of at least 50,000. In addition to the county or counties containing such a city or cities, contiguous counties are included in an SMSA if, according to certain criteria, they are socially and economically integrated with the central city. In the New England States, SMSA's consist of towns and cities instead of counties. Each SMSA must include at least one central city, and the complete title of an SMSA identifies the central city or cities. For a detailed description of the criteria used in defining SMSA's, see the Bureau of the Budget publication cited above.

In this report, figures for "in central cities" refer to all housing units within the legal city boundaries. For a few central cities, the figures include some housing units in parts of the city classified as rural in the 1970 census.

DEFINITIONS AND EXPLANATIONS OF SUBJECT CHARACTERISTICS

General

As stated in the introductory text of this report, the 1974 Annual Housing Survey was conducted by direct interview. The survey enumerators were instructed to read the questions directly from the questionnaire. The definitions and explanations given below for each subject are to a considerable extent drawn from various technical and procedural materials used in the collection of the data. This material helped the enumerative personnel to understand more fully the intent of each question and thus to resolve problem or unusual cases. Additional explanatory information has been added to this por-

tion of the text to assist the user in the proper utilization of the statistics.

Comparability with 1973 Annual Housing Survey.—Although the concepts and definitions used in the 1974 reports are essentially the same as those used in the 1973 reports, there are significant differences. For example, in this report the data on losses refer to housing unit losses, whereas, in 1973 a housing unit was counted as a loss when the whole structure in which the unit was located was lost from the inventory. In addition, the source of the 1970 data in this report is the 1970 census unpublished tabulations, however, the 1970 data in the 1973 report are from both published and unpublished tabulations.

Additional differences, if any, are discussed under the particular subject later in the section. Because of the relatively small sample size, particular care should be taken in making year to year comparisons, especially where there are small differences between the figures.

Comparability with 1970 Census of Housing data.—The concepts and definitions are generally comparable for items that appear in both the 1970 census and the 1974 survey. Definitional differences, if any, are discussed under the particular subject later in this section. Additional differences between the 1974 Annual Housing Survey data and the 1970 census data may be attributed to several factors. These include the extensive use of self-enumeration in the census in contrast to direct interview in the Annual Housing Survey; differences in processing procedures; the estimation procedures and sample designs; the sampling variability of the estimates from the Annual Housing Survey; to a smaller extent, the sampling variability associated with the sample data from the census; the nonsampling errors associated with the Annual Housing Survey estimates; and the nonsampling errors associated with the census estimates.

Statistics on counts and characteristics of changes in the housing inventory between the 1960 and 1970 censuses are

given in the 1970 Census of Housing, Volume IV, **Components of Inventory Change**. In Volume IV, the data are based on information for a sample of housing units enumerated in late 1970 as part of the 1970 census. Data are provided for such components of change between 1960 and 1970 as new construction, conversions, other additions, demolitions, mergers, other losses, and housing units that were the same in 1960 and in 1970.

In this report, data are shown only for new construction units and units removed from the inventory by demolition, disaster, or some other means. The 1974 data on new construction were obtained primarily by enumeration of a sample of units selected from building permits. The 1970 **Components of Inventory Change** data were obtained from the 1970 census tabulations of the "year structure built" item; i.e., housing units built in 1960 or later were classified as added by "new construction."

Data as of 1970 for "mortgage status," "mortgage insurance," "real estate taxes last year," "selected monthly housing costs," and "acquisition of property" are presented in the 1970 Census of Housing, Volume V, **Residential Finance**. In Volume V, the data are based on information collected for a sample of housing units in the Residential Finance Survey which was conducted in 1971 as part of the 1970 census. The 1970 reports provided data on the financing of homeowner and rental properties, including characteristics of the mortgages, properties, and homeowners.

Differences in the concepts and definitions between the data in this report and Volume V include the following. The basic unit of tabulation in this report is the housing unit; in Volume V, it is the property. Data on mortgage status and mortgage insurance in this report are based on the occupant's answer; in Volume V, mortgage status and mortgage insurance were verified by the lender. In this report, real estate taxes and selected monthly housing costs reflect the total amount of real estate taxes and housing costs, excluding special assessments such as sewer taxes, road improvement taxes,

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and tax collection charges; in Volume V, real estate taxes and selected monthly housing costs *include* special assessments.

Comparability with 1970 Census of Population data.—In the 1970 census, data for years of school completed were based on responses to two questions—the highest grade or year of regular school each household member attended, and whether or not that grade or year was completed. In the 1974 Annual Housing Survey, data for years of school completed were based on responses to a single question—the highest grade or year of regular school completed by the head. Therefore, the 1974 Annual Housing Survey may overstate the education level of the head of the household; that is, respondents may have reported the grade or year the head was currently enrolled in or had last been enrolled in whether or not the grade or year was completed.

Comparability with other current reports.—This report contains information similar to that contained in some of the other current Census Bureau reports, such as the Current Housing Report, **Housing Vacancies**, the Current Population Reports, and the Current Construction Reports, published by the Bureau of the Census. Because of procedural differences mentioned below, care should be taken when comparing data from the Annual Housing Survey with data from other current surveys.

Comparability with Housing Vacancy Survey.—Data on vacancy rates and characteristics of vacant units from the Housing Vacancy Survey are available for the United States by inside and outside standard metropolitan statistical areas. This nationwide survey, covering a sample of approximately 58,000 housing units (occupied and vacant), is conducted monthly by the Bureau of the Census in conjunction with its Current Population Survey. Data are published quarterly and annually in Current Housing Reports, Series H-111, **Housing Vacancies**.

The concepts and definitions used in the 1974 Annual Housing Survey and the

Housing Vacancy Survey are the same. Differences may be attributed to factors such as sampling variability, nonsampling errors, survey techniques, and processing procedures.

Current Population Reports from the Current Population Survey.—The Current Population Survey is a monthly sample survey of approximately 58,000 designated sample units. From the data collected in the Current Population Survey, the Bureau issues several publications under the general title Current Population Reports. Included are reports on household and family characteristics, mobility of the population, and income.

Although the concepts and definitions used in this report are essentially the same as those used in the Current Population Reports and the intent of both the Annual Housing Survey and the Current Population Survey is the same, there are likely to be significant differences in the data on income and years of school completed. The time period covering income is different in that in this report income covers the 12 months prior to the date of enumeration while the income data in the Current Population Survey refer to the calendar year prior to the date of enumeration. There are also significant differences in the way income questions are asked. For years of school completed, the differences cited in the section, "Comparability with 1970 Census of Population data," also apply to the Current Population Survey.

Additional differences between the 1974 Annual Housing Survey and the Current Population Survey may be attributed to factors such as the sampling variability and nonsampling errors of the figures from the two surveys, survey procedures and techniques, and processing procedures.

Current Population Reports from the Survey of Purchases and Ownership.—The 1974 Survey of Purchases and Ownership is a sample survey, covering approximately 20,000 of the designated sample units in the 1974 Annual Housing Survey. Data are collected on ownership, avail-

ability, and recent purchases of automobiles and other vehicles, television sets, and selected major household appliances. Information on the price paid is obtained for recently purchased items. The data will be available in the Current Population Reports, Series P-65, **Consumer Buying Indicators**.

Although the Survey of Purchases and Ownership was taken in conjunction with the Annual Housing Survey, there are differences in the concepts and definitions between the two. For example, the data on automobiles and other four-wheel vehicles, such as pickup trucks and passenger vans, collected in the Survey of Purchases and Ownership reflect the number of such vehicles that are owned or being bought by a member of the family. The data collected in the Annual Housing Survey reflect the number of automobiles or trucks owned or regularly used by any member of the household, including non-relatives. Additional differences may be attributed to such factors as estimation procedures, sampling variability, and nonsampling errors.

Current Construction Reports from the Survey of Construction and Survey of Residential Alterations and Repairs.—The Census Bureau issues several publications under the general title, Current Construction Reports. The data for these reports are primarily from the Survey of Construction and Survey of Residential Alterations and Repairs.

The Survey of Construction consists of approximately 14,000 permit-issuing places throughout the United States. The reports from the survey contain current data on housing starts and completions, construction authorized by building permits, housing units authorized for demolition in permit-issuing places for selected areas and new one-family homes sold and for sale. The concepts and definitions used in this report differ from some of those used in the Survey of Construction. The major difference is that the Survey of Construction shows counts and characteristics of housing units in various stages of construction through completion. The Annual Housing Survey shows counts and

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characteristics of the existing housing inventory. Additional differences between the 1974 Annual Housing Survey and the Survey of Construction may be attributed to factors such as the sampling variability and nonsampling errors of the figures from the two surveys, survey procedures and techniques, and processing procedures.

The Survey of Residential Alterations and Repairs is a sample survey of approximately 5,000 designated owner-occupied properties. The survey collects data on expenditures by property owners for upkeep and improvement of residential properties including renter-occupied housing units, single as well as multiunit structures, and units on 10 acres or more. The data on alterations and repairs in this report are restricted to one-family homes on less than 10 acres and no business on property. For additional information on the Survey of Residential Alterations and Repairs, see Current Construction Reports, Series C50, **Residential Alterations and Repairs**.

Living Quarters

Living quarters are classified as either housing units or group quarters. Usually, living quarters are in structures intended for residential use (e.g., a one-family home, apartment house, hotel or motel, boarding house, or mobile home or trailer). Living quarters may also be in structures intended for nonresidential use (e.g., the rooms in a warehouse where a watchman lives), as well as in places such as tents, caves, and old railroad cars.

Housing units.—A housing unit is a house, an apartment, a group of rooms, or a single room occupied or intended for occupancy as separate living quarters. Separate living quarters are those in which the occupants do not live and eat with any other persons in the structure and which have either (1) direct access from the outside of the building or through a common hall which is used or intended to be used by the occupants of another unit or by the general public or (2) complete kitchen facilities for the

exclusive use of the occupants. The occupants may be a single family, one person living alone, two or more families living together, or any other group of related or unrelated persons who share living arrangements (except as described in the section on group quarters). For vacant units, the criteria of separateness, direct access, and complete kitchen facilities for exclusive use are applied to the intended occupants whenever possible. If the information cannot be obtained, the criteria are applied to the previous occupants. Both occupied and vacant housing units are included in the housing inventory, except that mobile homes, trailers, tents, caves, boats, railroad cars, and the like, are included only if they are occupied.

Group quarters.—Group quarters are living arrangements for institutional inmates or for other groups containing five or more persons not related to the person in charge. Group quarters are located most frequently in institutions, boarding houses, military barracks, college dormitories, fraternity and sorority houses, hospitals, monasteries, convents, and ships. A house or apartment is considered group quarters if it is shared by the person in charge and five or more persons unrelated to him, or if there is no person in charge, by six or more unrelated persons. Information on the housing characteristics of group quarters was not collected.

Rules for mobile homes, hotels, rooming houses, etc.—Mobile homes or trailers, tents, boats, or railroad cars are not considered housing units if vacant, used only for business, or used only for vacations.

Occupied rooms or suites of rooms in hotels, motels, and similar places are classified as housing units only when occupied by permanent residents, i.e., persons who consider the hotel as their usual place of residence or have no usual place of residence elsewhere. Vacant rooms or suites of rooms are classified as housing units only in those hotels, motels, and similar places in which 75 percent or more of the accommodations are occupied by permanent residents.

If any of the occupants in a rooming or boarding house live and eat separately from everyone else in the building and have either direct access or complete kitchen facilities for exclusive use, their quarters are classified as separate housing units. The remaining quarters are combined. If the combined quarters contain four or fewer roomers unrelated to the head, they are classified as one housing unit; if the combined quarters contain five or more roomers unrelated to the head or person in charge, they are classified as group quarters. In a dormitory, residence hall, or similar place, living quarters of the supervisory staff and other employees are separate housing units if they satisfy the housing unit criteria; other living quarters are considered group quarters.

Institutions.—Living quarters of staff personnel are separate housing units if they satisfy the housing unit criteria. Other living quarters are considered group quarters.

Year-round housing units.—Data on housing characteristics are limited to year-round housing units, i.e., all occupied units plus vacant units which are intended for year-round use. Vacant units intended for seasonal occupancy and vacant units held for migratory labor are excluded because it is difficult to obtain reliable information for them. However, this report does present counts of the total housing inventory which includes all vacant housing units.

The statistics in the 1974 reports shown for "all year-round housing units" may not be comparable to the corresponding data shown in the 1973 reports, because the 1974 tabulations included an estimation procedure which adjusted the survey counts of "vacant year-round" and "vacant seasonal and migratory" units separately to independent current estimates. (See section on "Estimation" in Appendix B—Source and Reliability of the Estimates.) In 1973, vacant seasonal and migratory units were combined with several categories of year-round vacancies (rented or sold, not occupied; held for

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occasional use; and other vacant) and adjusted to the combined total of the independent estimates for these categories. Thus, the 1974 data for "vacant seasonal and migratory housing units" and for "all year-round housing units" adhere more closely to the independently derived current estimates than they did in 1973. The 1974 characteristics for "all occupied units," "owner occupied," and "renter occupied" are, however, comparable with the corresponding 1973 data.

Changes in the Housing Inventory

Units added by new construction.—A housing unit built in April 1970 or later is classified as a unit added by "new construction." Vacant units under construction at the time of enumeration were enumerated only if construction had proceeded to a point that all exterior windows and doors were installed and final usable floors were in place. Housing units built during this period but removed from the housing inventory before enumeration are not reflected in the figures of this report. In the Annual Housing Survey, data on new construction were obtained primarily by the enumeration of a sample of units selected from building permits; in the 1970 Census of Housing, Volume IV, *Components of Inventory Change*, new construction data were obtained from tabulations of the 1970 census sample records of units built 1960 or later.

Units lost through demolition or disaster.—A housing unit which existed in October 1973 and was torn down on the initiative of a public agency or as a result of action on the part of the owner is classified as a unit lost through demolition. Units destroyed by fire, flood, or other causes are classified as units lost through disaster. In the 1973 Annual Housing Survey, a housing unit was counted as a demolition or disaster loss when the whole structure in which it was located was lost from the inventory. In the 1970 Census of Housing, Volume IV, *Components of Inventory Change*, units lost through disaster were counted as "units lost through other means."

Units lost through other means.—Any housing unit which existed in October 1973 is counted as lost through other means when it was lost to the housing inventory through means other than demolition or disaster. This component includes the following types of losses:

1. Units lost by change to group quarters; for example, a housing unit that was occupied by a family in 1973 and by a family and five lodgers at the time of the 1974 enumeration.
2. Units lost from the inventory because they are vacant and unfit for human habitation. A unit is unfit for human habitation if the roof, walls, doors, and windows no longer protect the interior from the elements.
3. Vacant units lost from the inventory because there is positive evidence (sign, notice, mark on the house or block) that the units are scheduled for demolition or rehabilitation or that they are condemned for reasons of health or safety so that further occupancy is prohibited.
4. Units lost by change to nonresidential use.
5. Units moved from site since October 1973. Such moves in the same area do not necessarily result in a net loss from the total inventory since they presumably represent units added in the place to which they were moved.

In the 1973 Annual Housing Survey, a housing unit was counted as lost through other means when the entire structure in which it was located was lost to the housing inventory through means other than demolition or disaster.

Unspecified units.—There are other components of change in the housing inventory for which the Annual Housing Survey provides no specific measures. The survey procedures do not include a measure of conversions and mergers and units added from other sources such as nonresidential structures. The net effect of these omissions on the change in the total housing inventory is not known.

Units changed by conversion.—Conversion refers to the creation of two or more housing units from fewer units through structural alteration or change in use. Structural alteration includes such changes as adding a room or installing partitions to form another housing unit. Change in use is a simple rearrangement in the use of space without structural alteration, such as locking a door which closes off one or more rooms to form a separate housing unit.

Units changed by merger.—A merger is the result of combining two or more housing units into fewer units through structural alteration or change in use. Structural alteration includes such changes as the removal of partitions or dismantling of kitchen facilities. Change in use may result from a simple rearrangement of space without structural alteration, such as unlocking a door which formerly separated two housing units. A change in use also occurs, for example, when a family occupies both floors of a house which formerly contained a separate housing unit on each floor.

Units added through other sources.—Any housing unit added to the inventory through sources other than new construction or conversion is classified as a unit added through other sources. This component includes units created from living quarters previously classified as group quarters and units created from nonresidential space such as a store, garage, or barn. Also included are units built at one site and moved to another site. Such units, if moved within the same area, do not necessarily result in a net addition to the total inventory since they presumably represent units lost in the place from which they were moved. A previously vacant mobile home or trailer, whether on a different site or the same site, is a net addition if currently occupied as a housing unit.

These unspecified units are *not* identified in the survey.

Occupancy and Vacancy Characteristics

Occupied housing units.—A housing unit is classified as occupied if a person or group of persons is living in it at the time of enumeration or if the occupants are only temporarily absent—for example, on vacation. However, if the unit was occupied entirely by persons with a usual place of residence elsewhere, the unit is classified as vacant. By definition, the count of occupied housing units is the same as the count of households.

Race.—The classification by race shown here refers to the race of the head of the household occupying the housing unit. The concept of race as used by the Census Bureau does not denote clear-cut scientific definitions of biological stock. The enumerator was to report the race of the head of the household in three categories: White, Negro, and other. The last category includes American Indian, Chinese, Eskimo, Japanese, Korean, and any other race except white and Negro. Figures on tenure are given separately for white and Negro heads of households; units with household heads of other races are included in the total in table 1 and may be derived by subtracting the sum of white and Negro from the total. More detailed characteristics of units with Negro head of household are presented in separate tables. The classification of race in the 1974 Annual Housing Survey was made by the enumerator based on his own observation. In the 1970 census, race was essentially a self-classification by people according to the race with which they identified themselves.

Spanish origin.—The classification by Spanish origin here refers to the origin of the head of the household occupying the housing unit. Detailed characteristics of units with head of Spanish origin are presented in separate tables. Spanish origin was determined on the basis of a question that asked for self-identification of a person's origin or descent. Respondents were asked to select their origins from a "flash card." Persons of Spanish origin were those who indicated that their origin was either Mexican-American, Chicano,

Mexican, Mexicano, Puerto Rican, Cuban, Central or South American, or other Spanish.

In the 1970 census and current surveys' reports, Spanish persons are identified according to various criteria: Birthplace, birthplace of parents, language, surname, and origin or descent. For this reason, care should be taken in making comparisons of Spanish origin estimates from the Annual Housing Survey and other surveys.

Tenure.—A housing unit is "owner occupied" if the owner or co-owner lives in the unit, even if it is mortgaged or not fully paid for. A cooperative or condominium unit is "owner occupied" only if the owner or co-owner lives in it. All other occupied units are classified as "renter occupied," including units rented for cash rent and those occupied without payment of cash rent.

In addition, separate data are available on tenure of mobile home and trailer sites. Site tenure for owner-occupied mobile homes and trailers is restricted to mobile homes and trailers on less than 10 acres. The site is owned if the occupants own or are buying the site on which the mobile home is located. The site is considered rented if the occupants pay a rental fee for the use of the site, the site rent is paid by someone not living in the sample unit, or the occupants neither own nor pay cash rent for the site.

Year head moved into unit.—Data on year moved into unit are based on the information reported for the head of the household. The question refers to the year of latest move. Thus, if the head moved back into a unit he had previously occupied, the year of his latest move was to be reported; if he moved from one apartment to another in the same building, the year he moved into his present unit was to be reported. The intent is to establish the year the present occupancy by the head began. The year the head moves is not necessarily the same year other members of the household move, although in the great majority of cases the entire household moves at the same time.

Year acquired.—This item pertains to owner-occupied mobile homes and trailers on less than 10 acres. "Year acquired" is the calendar year the current family took possession of the mobile home or trailer, not the year the mobile home or trailer was built. "Acquired" includes purchase or other forms of taking possession such as inheritance, gift, trade, and foreclosure.

Vacant housing units.—A housing unit is vacant if no one is living in it at the time of enumeration, unless its occupants are only temporarily absent. In addition, a vacant unit may be one which is occupied entirely by persons who have a usual residence elsewhere.

New units not yet occupied are classified as vacant housing units if construction has reached a point where all exterior windows and doors are installed and final usable floors are in place. Vacant units are excluded if unfit for human habitation; that is, if the roof, walls, windows, or doors no longer protect the interior from the elements, or if there is positive evidence (such as a sign on the house or in the block) that the unit is to be demolished or is condemned. Also excluded are quarters being used entirely for nonresidential purposes, such as a store or an office, or quarters used for the storage of business supplies or inventory, machinery, or agricultural products.

The concepts and definitions of vacant housing units used in this report are the same as those used in the 1970 Census of Housing reports.

Vacancy status.—Vacant housing units are classified as either "seasonal and migratory" or "year-round." "Seasonal" units are intended for occupancy during only certain seasons of the year. Included are units intended for recreational use, such as beach cottages and hunting cabins, and vacant units held for herders and loggers. "Migratory" units are vacant units held for occupancy by migratory labor employed in farm work during the crop season. "Year-round" vacant housing units are available or intended for occu-

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pancy at any time of the year. A unit in a resort area which is usually occupied on a year-round basis is considered year-round. A unit used only occasionally throughout the year is also considered year-round.

"Year-round" vacant units are subdivided as follows:

For sale only.—Vacant year-round units "for sale only" also include vacant units in a cooperative or condominium building if the individual units are offered for sale only.

For rent.—Vacant year-round units "for rent" also include vacant units offered either for rent or for sale.

Rented or sold, not occupied.—If any money rent has been paid or agreed upon but the new renter has not moved in as of the date of enumeration, or if the unit has recently been sold but the new owner has not yet moved in, the year-round vacant unit is classified as "rented or sold, not occupied."

Held for occasional use.—This category consists of vacant year-round units which are held for weekend or other occasional use throughout the year. The intent of this question is to identify homes reserved by their owners as second homes. Because of the difficulty of distinguishing between this category and seasonal vacancies, it is possible that some "second homes" are classified as "seasonal" and vice versa. (See also discussion of "Owned second home" in section on "Equipment and Fuels.")

Other vacant.—If a vacant year-round unit does not fall into any of the classifications specified above, it is classified as "other vacant." For example, this category includes units held for settlement of an estate, units held for occupancy by a caretaker or janitor, and units held for personal reasons of the owner. In this report, all units temporarily occupied by persons with usual residence elsewhere are shown in this category.

The 1974 counts for "seasonal and

migratory," "Year-round, rented or sold not occupied," "Year-round, held for occasional use," and "Year-round, other vacant" may not be comparable to the corresponding counts shown in the 1973 reports, because a more detailed estimation procedure was used in the 1974 tabulations. For 1974, the estimation procedure adjusted the survey counts of "vacant year-round" and "vacant seasonal and migratory" units separately to independent current estimates. (See section on "Estimation" in Appendix B—Source and Reliability of the Estimates.) In 1973, vacant seasonal and migratory units were combined with several categories of year-round vacancies (rented or sold, not occupied; held for occasional use; and other vacant) and were adjusted for the combined total of the independent estimates for these categories. Thus, the 1974 data for vacant units adhere more closely to the independent estimates than the 1973 data.

Homeowner vacancy rate.—The 1974 homeowner vacancy rate is the number of year-round vacant units for sale as a percent of the total homeowner inventory; i.e., all owner-occupied units and year-round vacant units for sale or sold, not occupied. The homeowner vacancy rate for 1970 excludes vacant units sold but not occupied.

Rental vacancy rate.—The 1974 rental vacancy rate is the number of year-round vacant units for rent as a percent of the total rental inventory; i.e., all renter-occupied units and all year-round vacant units for rent or rented, not occupied. The rental vacancy rate for 1970 excludes vacant units rented but not occupied.

Utilization Characteristics

Persons.—All persons occupying the housing unit are counted. These persons include not only occupants related to the head of the household but also any lodgers, roomers, boarders, partners, wards, foster children, and resident employees who share the living quarters of the household head. The data on "per-

sons" show the number of housing units occupied by the specified number of persons.

A person is enumerated at his usual place of residence. This refers to the place where the person lives and sleeps most of the time. This place is not necessarily the same as his legal residence, voting residence, or domicile.

Rooms.—The statistics on "rooms" are in terms of the number of housing units with specified number of rooms. Rooms counted include whole rooms used for living purposes, such as living rooms, dining rooms, bedrooms, kitchens, finished attic or basement rooms, recreation rooms, permanently enclosed porches that are suitable for year-round use, and lodger's rooms. Also included are rooms used for offices by a person living in the unit.

A partially divided room, such as a dinette next to a kitchen or living room, is a separate room only if there is a partition from floor to ceiling, but not if the partition consists only of shelves or cabinets.

Not included in the count of rooms are bathrooms, halls, foyers or vestibules, balconies, closets, alcoves, pantries, strip or pullman kitchens, laundry or furnace rooms, unfinished attics or basements, other unfinished space used for storage, open porches, trailers used only as bedrooms, and offices used only by persons not living in the unit.

If a room is used by occupants of more than one unit, the room is included with the unit from which it is most easily reached.

Persons per room.—"Persons per room" is computed for each occupied unit by dividing the number of persons in the unit by the number of rooms in the unit. The figures shown refer, therefore, to the number of housing units having the specified ratio of persons per room.

Bedrooms.—The number of bedrooms in the unit is the count of rooms used mainly for sleeping, even if also used for other purposes. Rooms reserved for sleep-

ing such as guest rooms, even though used infrequently, are counted as bedrooms. On the other hand, rooms used mainly for other purposes, even though used also for sleeping, such as a living room with a hideaway bed, are not considered bedrooms. A housing unit consisting of only one room, such as a one-room efficiency apartment, is classified, by definition, as having no bedroom.

Structural and Plumbing Characteristics

Complete kitchen facilities.—A unit has complete kitchen facilities when it has all three of the following for the exclusive use of the occupants of the unit: (1) An installed sink with piped water, (2) a range or cookstove, and (3) a mechanical refrigerator. All kitchen facilities must be located in the structure. They need not be in the same room. Quarters with only portable cooking equipment are not considered as having a range or cookstove. An icebox is not included as a mechanical refrigerator.

The kitchen facilities are for the exclusive use of the occupants when they are used only by the occupants of one housing unit, including lodgers or other unrelated persons living in the unit. When a structure consists of only one housing unit, all equipment located inside the structure is classified, by definition, for exclusive use.

For vacant units from which one or all of the kitchen facilities had been removed, the kitchen facilities used by the last occupant were to be reported.

Basement.—Statistics on basements are presented in terms of the number of housing units located in structures built with a basement. A structure has a basement if there is enclosed space in which persons can walk upright under all or part of the building.

In this report, the 1974 data on basements are for all year-round housing units. For 1970, the data on basements are restricted to all occupied housing units.

Year structure built.—Year structure built refers to when the building was first con-

structed, not when it was remodeled, added to, or converted. The figures relate to the number of units in structures built during the specified periods and in existence at the time of enumeration. For mobile homes and trailers, the model year was assumed to be the year built.

Units in structure.—In the determination of the number of units in a structure, all housing units, both occupied and vacant, were counted. The statistics are presented in terms of the number of housing units in structures of specified type and size, not in terms of the number of residential structures.

A structure is a separate building that either has open space on all sides or is separated from other structures by dividing walls that extend from ground to roof. Structures containing only one housing unit are further classified as detached or attached.

A one-family house is detached if it has open space on all four sides even though it has an adjoining shed or garage. A one-family house is attached if it has one or more walls extending from ground to roof which divide it from other adjoining structures, such as in row houses, townhouses, etc.

Mobile homes and trailers are shown as a separate category. When one or more rooms have been added to a mobile home or trailer it is classified as a one-family house. If, however, only a porch or shed has been added, it is still counted as a mobile home or trailer.

Elevator in structure.—Statistics on elevator in structure are presented in terms of the number of housing units in structures with four floors or more which have a passenger elevator. Units are in a "walk-up" structure of four floors or more if the structure has no passenger elevator or if the only elevator service is for freight.

Storm windows, storm doors, and attic or roof insulation.—The purpose of these three items is to determine if a housing unit has some form of insulation which helps to reduce heat loss during the

winter and heat gain during the summer. The statistics are shown only for occupied one-family homes and mobile homes and trailers.

Storm windows or other protective window covering.—This category refers to protective window covering, such as storm windows, double-glazed glass, closeable shutters, or plastic. Housing units with "Some windows covered" have protective coverings over some, but not all windows.

Storm doors.—This category refers to additional doors hung in exterior doorways. Doors on attached garages are not included. Housing units with "Some doors covered" have storm doors on some, but not all, exterior door openings.

Attic or roof insulation.—This category includes roll or blanket insulation encased in a paper covering, fiberglass batting, and loose insulation which is poured or blown between the attic floor joists.

Anchored with tiedowns or other means.—A mobile home or trailer is considered anchored if it is secured to the ground through the use of tiedowns, bolts, etc. The main purpose in anchoring a mobile home or trailer is to protect the unit from wind movement or destruction.

In group of 6 or more.—Mobile homes and trailers that are gathered close together are considered to be in a "group." This may be a large mobile home park containing many units or it may be a small number grouped together on a single site or adjacent sites.

Plumbing facilities.—The category "with all plumbing facilities" consists of units which have hot and cold piped water inside the structure as well as a flush toilet and a bathtub or shower inside the structure for the exclusive use of the occupants of the unit. All plumbing facilities must be located in the structure but they need not be in the same room. "Lacking some or all plumbing facilities"

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means that the unit does not have all three specified plumbing facilities (hot and cold piped water, as well as flush toilet and bathtub or shower inside the structure), or that the toilet or bathing facilities are also for the use of the occupants of other housing units.

Complete bathrooms.—A housing unit is classified as having a complete bathroom if it has a room with a flush toilet and bathtub or shower and a wash basin, as well as piped hot water in the structure for the exclusive use of the occupants of the unit. A half bathroom has either a flush toilet or a bathtub or shower for exclusive use, but does not have all the facilities for a complete bathroom.

Also used by another household refers to units with bathroom facilities which are also for the use of the occupants of other housing units. None refers to units with no bathroom facilities, units with only a half bathroom, and units with all bathroom facilities but not in one room.

Source of water.—“A public system or private company” refers to a common source supplying running water to six or more housing units. The water may be supplied by a city, county, water district, or private water company, or it may be obtained from a well which supplies six or more housing units. If a well provides water for five or fewer housing units, it is classified as an “individual well.” Individual wells are further classified as to whether they were originally “drilled” or “dug”. Drilled wells are machine dug. Water sources such as springs, creeks, rivers, cisterns, ponds, or lakes are included in the “other” category.

Sewage disposal.—A “public sewer” is connected to a city, county, sanitary district, neighborhood, or subdivision sewer system. It may be operated by a governmental body or private organization. A “septic tank or cesspool” is an underground tank or pit used for disposal of sewage. Small sewage treatment plants which in some localities are called neighborhood septic tanks are classified as public sewers. Units for which sewage is

disposed of in some other way are included in the “other” category.

Equipment and Fuels

Telephone available.—A unit is classified as having a telephone if there is a telephone available for receiving calls to the occupants of the unit. The telephone may be located outside or inside the housing unit, and one telephone may serve the occupants of several units. The number of housing units with a telephone available, therefore, does not indicate the number of telephones installed in homes.

Heating equipment.—“Warm-air furnace” refers to a central system which provides warm air through ducts leading to various rooms; central heat pumps are included in this category. “Steam or hot water” refers to a central heating system in which heat from steam or hot water is delivered through radiators or other outlets. “Built-in electric units” are permanently installed in floors, walls, ceilings, or baseboards. A “floor, wall, or pipeless furnace” delivers warm air to the room right above the furnace or to the room(s) on one or both sides of the wall in which the furnace is installed. “Room heaters with flue” include circulating heaters, convectors, radiant gas heaters, and other nonportable heaters that burn gas, oil, kerosene, or other liquid fuels, and which are connected to a flue, vent, or chimney to remove smoke and fumes. “Room heaters without flue” include any room heater (not portable) that burns gas, oil, or kerosene which is not connected to a flue, vent, or chimney. “Fireplaces, stoves, or portable heaters” also include room heaters that burn coal or wood.

For vacant units from which the heating equipment had been removed, the equipment used by the last occupant was to be reported.

Air conditioning.—Air conditioning is defined as the cooling of air by a refrigeration unit; excluded are evaporative coolers, fans, or blowers which are not connected to a refrigeration unit. A room

unit is an individual air conditioner which is installed in a window or an outside wall and is generally intended to cool one room, although it may sometimes be used to cool more than one room. A central system is a central installation which air conditions the entire housing unit. In an apartment building, a central system may cool all apartments in the building, each apartment may have its own central system, or there may be several systems, each providing central air conditioning for a group of apartments. A central installation with individual room controls is a central air-conditioning system.

Automobiles and trucks available.—Statistics on automobiles available represent the number of passenger automobiles, including station wagons, which are owned or regularly used by any member of the household and which are ordinarily kept at home. The figures include leased automobiles, taxicabs and company-owned automobiles kept at home. Police cars, pickups, or larger trucks were not to be counted. In the 1973 Annual Housing Survey, taxicabs kept at home were not included in the count of “automobiles available.”

The data on trucks available represent the number of pickups and small panel trucks of one-ton capacity or less which are owned or regularly used by any member of the household and which are ordinarily kept at home. Trucks used for business purposes were included only if also used for personal activities of household members.

The statistics do not reflect the number of privately owned automobiles or trucks or the number of households owning such vehicles.

Fuels used for house heating and cooking.—“Utility gas” is gas that is piped through underground pipes from a central system and serves the neighborhood. “Bottled, tank, or LP gas” is stored in tanks which are refilled or exchanged when empty. “Fuel oil, kerosene, etc.” includes fuel oil, kerosene, gasoline, alcohol, and other combustible liquids. “Other fuel” includes any other fuel such

as briquettes made of pitch and sawdust, coal dust, corncobs, or purchased steam.

Owned second home.—A second home may be a single-family house, vacation cottage, hunting cabin, ski lodge, etc., which is owned and held for use some-time during the year by the owner or members of his household. Second homes may also be owned in partnership with members of a different household. The figures include second homes which are sometimes rented or leased on a short-term basis to other persons but are principally held for the owner's occasional use during the year.

The statistics refer to the number of households that own (one or more) second homes. The data, therefore, do not reflect the number of owned second homes. (See also discussion of vacant units "Held for occasional use" in section on "Occupancy and Vacancy Characteristics.")

Financial Characteristics

Value.—Value is the respondent's estimate of how much the property (house and lot) would sell for if it were for sale. The statistics on value are shown only for one-family homes on less than 10 acres, without a commercial establishment or medical or dental office on the property. Owner-occupied cooperatives, condominiums, mobile homes, and trailers are excluded from the value tabulations.

Value-income ratio.—The value-income ratio is computed by dividing the value of the housing unit by the total money income of the family or primary individual. The ratio is presented for the same owner-occupied units for which value was tabulated; thus, the statistics on value-income ratio reflect the exclusion of certain owner-occupied units. The ratio was computed separately for each unit and was rounded to the nearest tenth. In reporting value, respondents were asked to select an appropriate class interval. The midpoints of the value intervals were used in the computation of the value-income ratio, except that a mean of \$2,000 was

assigned for values less than \$2,500 and a mean of \$70,000 was assigned for values of \$60,000 or more. For income, the dollar amounts were used. Units occupied by families or primary individuals who reported no income or a net loss comprise the category, "not computed."

The 1974 income statistics are for the 12 months prior to the date of enumeration. For 1970, the income statistics cover the calendar year 1969.

Mortgage or debt status.—Mortgage status refers to one-family homes and debt status refers to mobile homes and trailers. Units with no mortgage or similar debt outstanding on the property comprise the category "owned free and clear." Also included in this category are housing units in which the owner has no mortgage but pays a "ground rent," that is, the owner owns the unit but leases, rents, or pays a fee for the use of the land.

Mortgage status.—The data are limited to owner-occupied, one-family homes on less than 10 acres without a commercial establishment or medical or dental office on the property. A mortgage or similar debt refers to all forms of debt where the property is pledged as security for repayment of the debt. It includes such debt instruments as deeds of trust, trust deeds, mortgage bonds, and vendor liens. In such arrangements, the borrower generally has the title to the property. Also included as a mortgage or similar debt are arrangements such as contracts to purchase and land contracts where the title to the property remains with the lender.

Debt status.—The data are limited to owner-occupied mobile homes and trailers on less than 10 acres. Units where payments are being made toward the purchase of the mobile home or trailer comprise the category, "With required monthly payments on loan outstanding."

Mortgage insurance.—The data are restricted to owner-occupied units with a mortgage or similar debt. In addition, the

units must be one-family homes on less than 10 acres without a commercial establishment or medical or dental office on the property.

A mortgage or similar debt is considered insured if it is currently insured by the Federal Housing Administration (FHA), the Veteran's Administration (VA), the Farmer's Home Administration, or by private mortgage insurance companies. Mortgages or similar debts insured or guaranteed by State or local government agencies are not included.

The Federal Housing Administration insures loans on homes. The Veterans Administration guarantees or insures loans under the Serviceman's Readjustment Act (G.I. Bill). The Farmers' Home Administration provides much the same service as the Federal Housing Administration, but confines its assistance to rural areas. Private mortgage insurance companies insure loans that are not insured or guaranteed by an agency of the Federal government. It should be noted that many conventional loans are not insured or guaranteed at all.

Real estate taxes last year.—The data are restricted to owner-occupied, one-family homes on less than 10 acres without a commercial establishment or medical or dental office on the property. "Real estate taxes last year" refers to the total amount of all real estate taxes payable on the entire property during the last billing period. It includes State and local real estate taxes. Not included are payments on delinquent taxes due from prior years or payments for special assessments, facilities, or services such as a sewer tax, road improvement tax, or tax collection charge which sometimes are included with the real estate tax bill. When the real estate taxes are included with the mortgage, a separate amount for the taxes is obtained.

Property insurance and garbage and trash collection services.—In this report, property insurance and garbage and trash collection service are included only as components of "Selected monthly housing costs" and "Selected monthly housing costs as percentage of income." The data

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are presented separately for owner-occupied one-family homes on less than 10 acres without a commercial establishment or medical or dental office on the property and for owner-occupied mobile homes and trailers on less than 10 acres.

Property insurance.—This refers to fire and hazard insurance; that is, policies which protect the unit and its contents against loss due to damage by fire, lightning, wind, hail, explosion, etc. Homeowner's policies are also included since this type of insurance has fire and hazard insurance together with other types of homeowner protection. If the cost of the insurance was included as part of the mortgage payments, a separate amount for the insurance was obtained. The amount of the insurance premium reported was the amount paid for an entire 12-month period even if made in two or more installments.

Garbage and trash collection service.—A housing unit is classified as having garbage and trash collection service if either a private or public company collects the garbage or trash on a regular basis and carries it to public disposal areas. In some areas where the garbage (food waste) is collected by one company and the trash (paper, cans, etc.) by another, data are obtained only for the garbage collection service. If the cost of the garbage and trash collection service was included in the payment for real estate taxes, a separate amount was not obtained. However, if the cost of the service was not included in the payment for real estate taxes, the cost was obtained and the amount reported was for an entire 12-month period.

Selected monthly housing costs.—The data are presented separately for owner-occupied one-family homes on less than 10 acres without a commercial establishment or medical or dental office on the property and for owner-occupied mobile homes and trailers on less than 10 acres. Selected monthly housing costs is the

sum of payments for mortgage or loan outstanding, real estate taxes (including taxes on mobile home or trailer site if the site is owned), property insurance, utilities (electricity, gas, water, and sewage disposal), fuel (oil, coal, kerosene, wood, etc.), and garbage and trash collection.

Units that paid no mortgage and/or no real estate taxes (or mobile homes or trailers that paid no loan payments and/or real estate taxes) were included in the "not reported" category.

Selected monthly housing costs as percentage of income.—The yearly housing costs (selected monthly housing costs multiplied by 12) are expressed as a percentage of the total income of the family or primary individual. This percentage is presented for the same owner-occupied units for which "selected monthly housing costs" were tabulated; thus, the statistics on selected monthly housing costs as percentage of income reflect the exclusion of certain owner-occupied units. The percentage was computed separately for each unit and was rounded to the nearest tenth. For income and "selected monthly housing costs" the dollar amounts were used. Units occupied by families or primary individuals who reported no income or a net loss comprise the category "not computed."

Units that did not report the amount of mortgage and/or no real estate taxes (or mobile homes and trailers that did not report the amount of the loan payments and/or real estate taxes) were included in the "not reported" category.

Acquisition of property.—This item indicates how the current owner acquired the property; i.e., whether by purchase or by means other than purchase. Data are presented for one-family homes which are owned free and clear without a commercial establishment or medical or dental office on the property.

Placed or assumed a mortgage.—This includes units where the present owner had to place one or two new mortgages in order to obtain the property or assume an existing mortgage on the

property. The intent was to determine whether the property was ever mortgaged by the present occupants even though there was no mortgage at the time of enumeration.

Acquired through inheritance or gift.—This includes property acquired as a beneficiary of an estate and property acquired through a gift.

Paid all cash.—In these cases, the owner paid cash for the total cost of the property and no mortgage or other similar debt was involved.

Acquired in other manner.—Includes acquisitions of properties through foreclosure, delinquent tax sale, corporate reorganization, or trade for another property. Also included are those cases in which the owner acquired the property with borrowed funds (for all or part of the purchase price or cost of construction) and this loan was not secured by a mortgage, deed of trust, land contract, etc.

Alterations and repairs during the last 12 months.—The statistics refer to the 12 months prior to enumeration and are restricted to owner-occupied one-family homes on less than 10 acres without a commercial establishment or medical or dental office on the property.

The data are presented according to whether the alterations and repairs cost less than \$100 or \$100 or more. The total cost of the labor and materials was to be reported. However, if the labor was performed by the occupants or provided without charge, only the cost of the materials was obtained. The cost pertains to a single job; for example, if several jobs were done, each costing less than \$100 but the sum total was over \$100, it was reported as costing less than \$100 since none of the jobs by themselves cost \$100 or more.

Additions.—Additions refer to floor space built onto, above, or below an existing unit in order to increase the enclosed space within the house, such as a bedroom or basement added onto

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a house. It may also be construction of other buildings on the property; for example, a garage.

Alterations.—These are permanent changes made either to the inside or outside of a structure including the surrounding grounds. Alterations inside the structure include any type of remodeling resulting in permanent modification of space; for example, construction of a breakfast nook in a kitchen. It may involve completely remodeling a room, such as a kitchen or bathroom, or a structural change such as separation of living and dining areas by a permanent room divider. It may also include attached equipment installed in the house for the first time; i.e., built-in dishwasher. Alterations outside the structure consist of installing walks, driveways, fences, storm windows or doors, planting trees or shrubbery, or swimming pools built into the ground.

Replacements.—This refers to the complete substitution of a new piece of fixed equipment, surfacing, or fixed appliances for an old item that was previously there. For example, a new gas furnace or central air-conditioning system for one that no longer functioned properly. Excluded are appliances such as clothes washers, refrigerators, or window air-conditioners.

Repairs.—This refers to jobs necessary for maintenance and preventive care of the structure, property, and fixed equipment; for example, painting, papering, floor sanding, mending water pipes, and replacing parts of large equipment such as a furnace valve.

Plans for improvements during the next 12 months.—This item is restricted to owner-occupied one-family homes without a commercial establishment or medical or dental office on the property. This item refers to the respondent's plans, if any, to make improvements on his property (additions, alterations, replacements, or repairs) during the 12-month period following enumeration and

whether the labor and/or materials cost more or less than \$100.

Purchase price.—This item refers to owner-occupied mobile homes and trailers on less than 10 acres. The purchase price is the unit's total cost at the time of purchase including the downpayment but excluding site or closing costs (salesman's commissions, notary fees, title search, transfer taxes, etc.). The "not purchased" category refers to mobile homes and trailers that were not purchased by any occupant of the unit; for example, the unit was given as a gift.

Acquired new.—The data pertain to owner-occupied mobile homes and trailers on less than 10 acres. "Acquired new" means that no other person or family lived in or used the mobile home or trailer for a business, etc., before the present owner acquired it.

Contract rent.—The data are presented separately for renter-occupied housing units and renter-occupied mobile homes and trailers. Contract rent is the monthly rent agreed to, or contracted for, even if the furnishings, utilities, or services are included. The statistics on rent exclude one-family homes and mobile homes and trailers on 10 acres or more. Renter units occupied without payment of cash rent are shown separately as "no cash rent" in the rent tabulations.

Gross rent.—The statistics are shown separately for renter-occupied housing units and renter-occupied mobile homes and trailers. The computed rent termed "gross rent" is the contract rent plus the estimated average monthly cost of utilities (electricity, gas, water) and fuels (oil, coal, kerosene, wood, etc.), if these items are paid for by the renter (or paid for him by someone else, such as a relative, welfare agency, or friend) in addition to rent. Contract rent is the monthly rent agreed to, or contracted for, regardless of any furnishings, utilities, or services that may be included. Thus, gross rent is intended to eliminate differentials which result from varying practices with respect to the

inclusion of utilities and fuel as part of the rental payment. The estimated costs of water and fuels are reported on a yearly basis but they are converted to monthly figures in the computation process.

The statistics on rent exclude one-family houses and mobile homes and trailers on 10 acres or more. Renter units occupied without payment of cash rent are shown separately as "no cash rent" in the rent tabulations.

Gross rent in nonsubsidized housing.—The gross rent for nonsubsidized housing units excludes units reported in public housing projects, units with Federal, State, or local government rent subsidies, as well as one-family homes on 10 acres or more. Data on nonsubsidized units in this report are not based on government or local records; the figures are, therefore, subject to the ability of a respondent to properly classify his unit as subsidized or nonsubsidized housing.

Gross rent as percentage of income.—The yearly gross rent (monthly gross rent multiplied by 12) is expressed as a percentage of the total income of the family or primary individual. The percentage is presented for the same renter-occupied units for which gross rent was tabulated; thus, the statistics on gross rent as percentage of income reflect the exclusion of certain renter-occupied units. The percentage was computed separately for each unit and was rounded to the nearest whole number. For gross rent and income the dollar amounts were used in the computation. Units for which no cash rent is paid and units occupied by families or primary individuals who reported no income or a net loss comprise the category "not computed."

The 1974 income statistics are for the 12 months prior to the date of enumeration. For 1970, the income statistics cover the calendar year 1969.

Gross rent in nonsubsidized housing as percentage of income.—This item was computed in the same manner as gross rent as percentage of income except that

rents and incomes for public and subsidized housing units were excluded. Data on nonsubsidized units in this report are not based on government or local records; they are, therefore, subject to the ability of a respondent to properly classify his unit as subsidized or nonsubsidized housing.

Household Characteristics

Household.—A household consists of all the persons who occupy a housing unit. By definition, the count of households is the same as the count of occupied housing units.

Head of household.—One person in each household is designated as the "head," that is, the person who is regarded as the head by the members of the household. However, if a married woman living with her husband is reported as the head, her husband was considered the head for the purpose of simplifying the tabulations.

Household composition.—Statistics by age of head are presented separately for two-or-more-person households and for one-person households. Households having two or more persons are further subdivided as follows:

Male head, wife present, no nonrelatives.—Each household in this group consists of the head and his wife, and other persons, if any, all of whom are related to him.

Other male head.—This category includes households with male head, wife present, with nonrelatives living with them; male heads who are married, but with wife absent because of separation or other reason where husband and wife maintain separate residences; and male heads who are widowed, divorced, or single.

Female head.—This group comprises households with female heads regardless of their marital status. Included are female heads with no spouse and female heads whose husbands are living away from their families, as for

example, husbands in the Armed Forces living on military installations.

Households consisting of only one person are shown separately as "one-person households" and are not included in the subcategories "other male head" and "female head."

Family or primary individual.—Housing units are occupied by either "families" or "primary individuals." The term "family" refers to the head of a household and all (one or more) other persons living in the same household who are related to the head by blood, marriage, or adoption. If the head lives alone or with nonrelatives only, then the head is considered a "primary individual."

Married couples related to the head of a family are included in the family and are not considered as separate families. A lodger, servant, or other person unrelated to the head is considered a member of the household but not of the family.

In the statistics on household composition, families are always included in one of the three major groups of two-or-more-person households. Primary individuals with nonrelatives living with them are tabulated as "other male head" or "female head." Primary individuals living alone are always tabulated as "one-person households."

Subfamily.—A subfamily is a married couple with or without children, or one parent with one or more own single (never married) children under 18 years old, living in a household and related to, but not including the head of the household or his wife. The most common example of a subfamily is a young married couple sharing the home of the husband's or wife's parents.

Age of head.—The age classification refers to the age reported for the head of the household as of his last birthday.

Persons 65 years old and over.—All persons, including the head, who are members of the household and are 65 years and over are included in the count of persons 65 years old and over.

Own children.—Statistics on presence of "own" children of household heads are shown in this report. A child under 18 years old is defined as an "own" child if he or she is a single (never married) son, daughter, stepchild, or adopted child of a household head. Own children of subfamilies are excluded from the total count of own children.

Other relative of head.—This category includes all persons related to the head by blood, marriage, or adoption except wife or child of head and members of subfamilies.

Nonrelative.—A nonrelative of the head is any person in the household who is not related to the head by blood, marriage, or adoption. Roomers, boarders, lodgers, partners, resident employees, wards, and foster children are included in this category.

Years of school completed by head.—The statistics refer to the highest grade of regular school completed and not to the highest grade attended. For persons still attending school, the highest grade completed is one less than the one in which they are currently enrolled. "Regular" school refers to formal education obtained in graded public, private, or parochial schools, colleges, universities, or professional schools, whether day or night school, and whether attendance was full or part time. That is, "regular schooling" is formal education which may advance a person toward an elementary or high school diploma, or college, university, or professional school degree. Schooling or tutoring in other than regular schools is counted only if the credits obtained are regarded as transferable to a school in the regular school system. Household heads whose highest grade completed was in a foreign school system or in an ungraded school were instructed to report the approximate equivalent grade (or years) in the regular United States school system. A head was not reported as having completed a given grade if he dropped out or failed to pass the last grade attended. Education received in the

following types of schools is not counted as "regular schooling": Vocational schools, trade schools, business schools, and non-credit adult education classes.

Means of transportation and distance and travel time to work.—The statistics are restricted to household heads who had a job the week prior to enumeration. A job is defined as a definite arrangement for regular part-time or full-time work for pay every week or every month. Heads who do not report to the same place of work every day comprise the "No fixed place of work" category.

Head's principal means of transportation to work.—If different means of transportation are used on different days, the means used most often is recorded. If more than one means of transportation is used each day, the means covering the greatest distance is recorded. A "carpool" is where one or more persons regularly ride in the car with the head; the head may share driving, drive others, or ride with someone else. The category "mass transportation" includes railroad, subway, elevated transportation system, bus and streetcar.

Distance from home to work.—The statistics refer to the one-way distance the head of household travels from home to work. The category "Less than 1 mile" includes heads who work at home.

Travel time from home to work.—The data refer to the average time it takes the household head to travel one-way from home to work. The category "Under 15 minutes" includes heads who work at home.

Income.—The statistics on income in the Annual Housing Survey are based on the respondent's reply to questions on income for the 12 months prior to enumeration and is the sum of the amounts reported for wage and salary income, net self-employment income, Social Security or railroad retirement income, public assistance or welfare payments, and all other money income. The figures repre-

sent the amount of income received before deductions for personal income taxes, Social Security, union dues, bond purchases, health insurance premiums, Medicare deductions, etc.

In this report, the statistics relate to the money income of the family or primary individual occupying the housing unit; that is, the sum of the income of the head of the family and all other members of the family 14 years old and over or the income of the primary individual. Incomes of persons living in the unit but not related to the head of the household are not included in this sum.

Wage or salary income is defined as the total money earnings received for work performed as an employee at any time during the 12-month period prior to enumeration. It includes wages, salary, piece rate payments, commissions, tips, cash bonuses, and Armed Forces pay. Net self-employment income is defined as net money income (gross receipts minus operating expenses) received from a business, professional practice, partnership, or farm in which the person was engaged on his own account.

Social Security or railroad retirement income includes cash receipts of Social Security pensions; survivors' benefits; disability insurance programs for retired persons, dependents of deceased insured workers, or disabled workers; and deductions for Medicare and health insurance premiums. Cash receipt of retirement, disability, and survivors' benefit payments made by the U.S. Government under the Railroad Retirement Act are also included. Separate payments received for hospital or other medical care are not included.

Income from all other sources includes money income received from sources such as periodic payments from estates and trust funds; dividends; interest; net rental income (or loss) from property rentals; net receipts from roomers or boarders; net royalties; public assistance or welfare payments which include cash receipts received from public assistance programs such as old age assistance, aid to families with dependent children, and aid to the blind or totally disabled; unemployment

insurance benefits; money received for transportation and/or subsistence by persons participating in special governmental training programs such as the Area Redevelopment Act and the Manpower Development and Training Act; workmen's compensation cash benefits; periodic payments by the Veterans Administration to disabled members of the Armed Forces or to survivors of deceased veterans; public or private pensions; periodic receipts from insurance policies or annuities; alimony or child support from persons who are not members of the household; net gambling gains; and nonservice scholarships and fellowships.

Receipts from the following sources were not included as income: Value of income "in kind" such as free living quarters, housing subsidies, food stamps, or food produced and consumed in the home; money received from the sale of property (unless the recipient was engaged in the business of selling such property); money borrowed; tax refund; withdrawal of bank deposits; accrued interest on "uncashed" savings bonds; exchange of money between relatives living in the same household; and gifts and lump-sum insurance payments, inheritances, and other types of lump-sum receipts.

The income statistics and the characteristics of the household refer to different periods in time. For 1974, the income data refer to the 12 months prior to enumeration whereas the household characteristics refer to the date of enumeration. For 1970, income data refer to the calendar year 1969 whereas the household characteristics refer to April 1, 1970. Thus, the income of the family does not include amounts received by persons who were members of the family during all or part of the income period if these persons no longer resided with the family at the time of enumeration. On the other hand, family income includes amounts reported by related persons who did not reside with the family during the income period but who were members of the family at the time of enumeration. For most families, however, the income reported was received by persons who were members of the family throughout the income period.

APPENDIX A—Area Classifications and Definitions and Explanations of Subject Characteristics

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Duration of vacancy	App-4		
Household Characteristics	App-4	AREA CLASSIFICATIONS	
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Type of household	App-4		
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Rooms	App-5		
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the 228 SMSA's as defined and named in the Bureau of the Budget publication, **Standard Metropolitan Statistical Areas: 1967**, U.S. Government Printing Office, Washington, D.C. 20402. After 1967, 15 SMSA's were added, of which 2 were defined in January 1968 and an additional 13 were defined in February 1971 on the basis of the results of the 1970 census. Changes in SMSA definition criteria, boundaries, and titles made after February 1971 are not reflected in this series of reports. SMSA's are defined by the Office of Management and Budget (formerly Bureau of the Budget).

Except in the New England States, a standard metropolitan statistical area is a county or group of contiguous counties which contains at least one city of 50,000 inhabitants or more, or "twin cities" with a combined population of at least 50,000. In addition to the county or counties containing such a city or cities, contiguous counties are included in an SMSA if, according to certain criteria, they are socially and economically integrated with the central city. In the New England States, SMSA's consist of towns and cities instead of counties. Each SMSA must include at least one central city, and the complete title of an SMSA identifies the central city or cities. For a detailed description of the criteria used in defining SMSA's, see the Bureau of the Budget publication cited above.

In this report, figures for "in central cities" refer to all housing units within the legal city boundaries. For a few central cities, the figures include some housing units in parts of the city classified as rural in the 1970 census.

DEFINITIONS AND EXPLANATIONS OF SUBJECT CHARACTERISTICS

General

As stated in the introductory text of this report, the 1974 Annual Housing Survey was conducted by direct interview. The

survey enumerators were instructed to read the questions directly from the questionnaire. The definitions and explanations given below for each subject are to a considerable extent drawn from various technical and procedural materials used in the collection of the data. This material helped the enumerative personnel to understand more fully the intent of each question and thus to resolve problem or unusual cases. Additional explanatory information has been added to this portion of the text to assist the user in the proper utilization of the statistics.

Comparability with 1973 Annual Housing Survey.—The concepts and definitions are essentially the same for items that appear in both the 1974 and the 1973 reports. Year to year comparisons of counts and characteristics reveal that many of the differences are small. Small differences, particularly when based on small subclasses of housing units, should be interpreted with care.

Comparability with Housing Vacancy Survey.—Data on many of the vacancy characteristics in this report are available for the United States by inside and outside standard metropolitan statistical areas. This nationwide survey, covering a sample of approximately 58,000 housing units (occupied and vacant), is conducted monthly by the Bureau of the Census in conjunction with its Current Population Survey. Data are published quarterly and annually in Current Housing Reports, Series H-111, **Housing Vacancies**.

The concepts and definitions used in the 1974 Annual Housing Survey and the Housing Vacancy Survey are the same. Differences may be attributed to factors such as sampling variability, nonsampling errors, survey techniques and processing procedures.

Living Quarters

Living quarters are classified as either housing units or group quarters. Usually, living quarters are in structures intended for residential use (e.g., a one-family home, apartment house, hotel or motel, boarding house, or mobile home or

trailer). Living quarters may also be in structures intended for nonresidential use (e.g., the rooms in a warehouse where a watchman lives), as well as in places such as tents, caves, and old railroad cars.

Housing units.—A housing unit is a house, an apartment, a group of rooms, or a single room occupied or intended for occupancy as separate living quarters. Separate living quarters are those in which the occupants do not live and eat with any other persons in the structure and which have either (1) direct access from the outside of the building or through a common hall which is used or intended to be used by the occupants of another unit or by the general public or (2) complete kitchen facilities for the exclusive use of the occupants. The occupants may be a single family, one person living alone, two or more families living together, or any other group of related or unrelated persons who share living arrangements (except as described in the section on group quarters). For vacant units, the criteria of separateness, direct access, and complete kitchen facilities for exclusive use are applied to the intended occupants whenever possible. If the information cannot be obtained, the criteria are applied to the previous occupants. Both occupied and vacant housing units are included in the housing inventory, except that mobile homes, trailers, tents, caves, boats, railroad cars, and the like, are included only if they are occupied.

Group quarters.—Group quarters are living arrangements for institutional inmates or for other groups containing five or more persons not related to the person in charge. Group quarters are located most frequently in institutions, boarding houses, military barracks, college dormitories, fraternity and sorority houses, hospitals, monasteries, convents, and ships. A house or apartment is considered group quarters if it is shared by the person in charge and five or more persons unrelated to him, or if there is no person in charge, by six or more unrelated persons. Information on the housing

characteristics of group quarters was not collected.

Rules for mobile homes, hotels, rooming houses, etc.—Mobile homes or trailers, tents, boats, or railroad cars are not considered housing units if vacant, used only for business, or used only for vacations.

Occupied rooms or suites of rooms in hotels, motels, and similar places are classified as housing units only when occupied by permanent residents, i.e., persons who consider the hotel as their usual place of residence or have no usual place of residence elsewhere. Vacant rooms or suites of rooms are classified as housing units only in those hotels, motels, and similar places in which 75 percent or more of the accommodations are occupied by permanent residents.

If any of the occupants in a rooming or boarding house live and eat separately from everyone else in the building and have either direct access or complete kitchen facilities for exclusive use, their quarters are classified as separate housing units. The remaining quarters are combined. If the combined quarters contain four or fewer roomers unrelated to the head, they are classified as one housing unit; if the combined quarters contain five or more roomers unrelated to the head or person in charge, they are classified as group quarters. In a dormitory, residence hall, or similar place, living quarters of the supervisory staff and other employees are separate housing units if they satisfy the housing unit criteria; other living quarters are considered group quarters.

Institutions.—Living quarters of staff personnel are separate housing units if they satisfy the housing unit criteria. Other living quarters are considered group quarters.

Occupancy and Vacancy Characteristics

Occupied housing units.—A housing unit is classified as occupied if a person or group of persons is living in it at the time of enumeration or if the occupants are only temporarily absent—for example, on

APPENDIX A—Continued

vacation. However, if the unit was occupied entirely by persons with a usual place of residence elsewhere, the unit is classified as vacant. By definition, the count of occupied housing units is the same as the count of households.

Persons.—All persons occupying the housing unit are counted. These persons include not only occupants related to the head of the household but also any lodgers, roomers, boarders, partners, wards, foster children, and resident employees who share the living quarters of the household head.

A person is enumerated at his usual place of residence, which refers to the place where the person lives and sleeps most of the time. This place is not necessarily the same as his legal residence, voting residence, or domicile.

Race.—The classification by race shown here refers to the race of the head of the household occupying the housing unit. The concept of race as used by the Census Bureau does not denote clear-cut scientific definitions of biological stock. The enumerator was to report the race of the head of the household in three categories: White, Negro, and other. The last category includes American Indian, Chinese, Eskimo, Japanese, Korean, and any other race except white and Negro. Figures on tenure are given separately for white and Negro heads of households; units with household heads of other races are included in the total in table 1 and may be derived by subtracting the sum of white and Negro from the total. More detailed characteristics of units with Negro head of household are presented in separate tables. The classification of race in the 1974 Annual Housing Survey was made by the enumerator based on his own observation. In the 1970 Census, race was essentially a self-classification by people according to the race with which they identified themselves.

Spanish origin.—The classification by Spanish origin here refers to the origin of the head of the household occupying the housing unit. Detailed characteristics of

units with head of Spanish origin are presented in separate tables. Spanish origin was determined on the basis of a question that asked for self-identification of a person's origin or descent. Respondents were asked to identify their origins from a "flash card." Persons of Spanish origin were those who indicated that their origin was either Mexican-American, Chicano, Mexican, Mexicano, Puerto Rican, Cuban, Central or South American, or other Spanish.

In the 1970 census and current surveys' reports, Spanish persons are identified according to various criteria: Birthplace, birthplace of parents, language, surname, and origin or descent. For this reason, care should be taken in making comparisons of Spanish origin estimates from the Annual Housing Survey and other surveys.

Tenure.—A housing unit is "owner occupied" if the owner or co-owner lives in the unit, even if it is mortgaged or not fully paid for. A cooperative or condominium unit is "owner occupied" only if the owner or co-owner lives in it. All other occupied units are classified as "renter occupied," including units rented for cash rent and those occupied without payment of cash rent.

Owner or manager on property.—These statistics are presented in terms of the number of housing units in structures of two or more units with the owner, resident manager, or superintendent living on the property. The category "with owner on property" refers to the owner and not his agent, resident manager, or superintendent. "With resident manager or superintendent on property" refers to a resident manager, superintendent, janitor, or other representative of the owner.

Duration of occupancy.—Data on duration of occupancy are based on information for the head of household; the data refer to the period when present occupancy began. Statistics are shown on whether the head lived in the unit "less than 3 months" or "3 months or longer." A head who "lived here last winter,"

must have moved into his unit prior to the previous February.

Vacant housing units.—A housing unit is vacant if no one is living in it at the time of enumeration, unless its occupants are only temporarily absent. In addition, a vacant unit may be one which is occupied entirely by persons who have a usual residence elsewhere.

New units not yet occupied are classified as vacant housing units if construction has reached a point where all exterior windows and doors are installed and final usable floors are in place. Vacant units are excluded if unfit for human habitation; that is, if the roof, walls, windows, or doors no longer protect the interior from the elements, or if there is positive evidence (such as a sign on the house or in the block) that the unit is to be demolished or is condemned. Also excluded are quarters being used entirely for nonresidential purposes, such as a store or an office, or quarters used for the storage of business supplies or inventory, machinery, or agricultural products.

The concepts and definitions of vacant housing units used in this report are the same as those used in the 1970 Census of Housing reports.

Vacancy status.—Vacant housing units are classified as either "seasonal and migratory" or "year-around." "Seasonal" units are intended for occupancy during only certain seasons of the year. Included are units intended for recreational use, such as beach cottages and hunting cabins, and vacant units held for herders and loggers. "Migratory" units are vacant units held for occupancy by migratory labor employed in farm work during the crop season.

"Year-round" vacant housing units are available or intended for occupancy at any time of the year. A unit in a resort area which is usually occupied on a year-round basis is considered year-round. A unit used only occasionally throughout the year is also considered year-round.

"Year-round" vacant units are subdivided as follows:

For sale only.—Vacant year-round units "for sale only" also include vacant units in a cooperative or condominium building if the individual units are offered for sale only.

For rent.—Vacant year-round units "for rent" also include vacant units offered either for rent or for sale.

Rented or sold, not occupied.—If any money rent has been paid or agreed upon but the new renter has not moved in as of the date of enumeration, or if the unit has recently been sold but the new owner has not yet moved in, the year-round vacant unit is classified as "rented or sold, not occupied."

Held for occasional use.—This category consists of vacant year-round units which are held for weekend or other occasional use throughout the year. The intent of this question was to identify homes reserved by their owners as second homes. Because of the difficulty of distinguishing between this category and seasonal vacancies, it is possible that some "second homes" are classified as "seasonal" and vice versa.

Temporarily occupied by persons with usual residence elsewhere (URE).—If all the persons in a housing unit usually live elsewhere, that unit is enumerated as vacant provided the usual place of residence is held for the household and is not offered for rent or for sale. For example, a beach cottage occupied at the time of enumeration by a family which has a usual place of residence in the city is included in the count of vacant units. If their house in the city were in the survey sample, the house would be reported "occupied" and would be included in the count of occupied units since the occupants are only temporarily absent.

Held for other reasons.—If a vacant year-round unit does not fall into any of the classifications specified above, it

is classified as "held for other reasons." For example, this category includes units held for settlement of an estate, units held for occupancy by a caretaker or janitor, and units held for personal reasons of the owner.

Characteristics of vacant housing are limited to year-round vacant units. Vacant units intended for seasonal occupancy and vacant units held for migratory labor are excluded because it is difficult to obtain reliable information for them. However, counts of seasonal units are given in part A of this series.

The 1974 counts shown in this report for the categories of year-round vacant units may not be comparable to the counts shown in the 1973 part A report because a more detailed estimation procedure was used in the 1974 tabulations. For 1974, the estimation procedure adjusted the survey counts of "vacant year-round" and "vacant seasonal and migratory" units separately to independent current estimates. (See section on Estimation in "Appendix B—Source and Reliability of the Estimates.") In 1973, vacant seasonal and migratory units were combined with several categories of year-round vacancies (rented or sold, not occupied; held for occasional use; and the remaining year-round vacant units) and were adjusted to the combined total of the independent estimates for these categories. Thus, the 1974 data for vacant units agree more closely with the independent estimates than the 1973 data.

Duration of vacancy.—The statistics on duration of vacancy refer to the length of time (in months) from the date the last occupants moved from the unit to the date of enumeration. The data, therefore, do not provide a direct measure of the total length of time units remain vacant. For newly constructed units which have never been occupied, the duration of vacancy is counted from the date construction was completed. For recently converted or merged units, the time is reported from the date conversion or merger was completed. Units occupied entirely by persons with usual place of residence elsewhere are excluded from the data.

Household Characteristics

Household.—A household consists of all the persons who occupy a housing unit. By definition, the count of households is the same as the count of occupied housing units.

Head of household.—One person in each household is designated as the "head," that is, the person who is regarded as the head by the members of the household. However, if a married woman living with her husband is reported as the head, her husband was considered the head for the purpose of simplifying the tabulations.

Type of household.—Statistics are presented separately for two-or-more-person households and for one-person households. Households having two or more persons are further subdivided as follows:

Husband-wife.—In this report, each household in this group consists of the head and his wife, and all other persons occupying the unit whether or not they are related to the head. In Parts A, C, and D, the category "male head, wife present, no nonrelatives" excludes persons not related to the head.

Other male head.—This category includes households with male heads who are widowed, divorced, or single and households with male heads who are married but with wife absent because of separation or other reason where husband and wife maintain separate residences.

Female head.—This group comprises households with female heads regardless of their marital status. Included are female heads with no spouse and female heads whose husbands are living away from their families, as for example, husbands in the Armed Forces living on military installations.

Households consisting of only one person are shown separately as "one-person households" and are not included in the subcategories "other male head" and "female head."

APPENDIX A—Continued

Subfamily.—A subfamily is a married couple with or without children, or one parent with one or more own single (never married) children under 18 years old, living in a household and related to, but not including the head of the household or his wife. The most common example of a subfamily is a young married couple sharing the home of the husband's or wife's parents.

Own children.—Statistics on presence of "own" children of household heads are shown in this report. A child under 18 years old is defined as an "own" child if he or she is a single (never married) son, daughter, stepchild, or adopted child of a household head. Own children of subfamilies are excluded from the total count of own children.

Other relative of head.—This category includes all persons related to the head by blood, marriage, or adoption except wife or child of head and members of subfamilies.

Nonrelative.—A nonrelative of the head is any person in the household who is not related to the head by blood, marriage, or adoption. Roomers, boarders, lodgers, partners, resident employees, wards and foster children are included in this category.

Selected Characteristics, by Breakdowns or Failures

Bedrooms.—The number of bedrooms in the unit is the count of rooms used mainly for sleeping, even if also used for other purposes. Rooms reserved for sleeping such as guest rooms, even though used infrequently, are counted as bedrooms. On the other hand, rooms used mainly for other purposes, even though used also for sleeping, such as a living room with a hideaway bed, are not considered bedrooms. A housing unit consisting of only one room, such as a one-room efficiency apartment, is classified, by definition, as having no bedroom.

Data on bedrooms lacking privacy are shown for housing units with two or

more bedrooms. Units have bedrooms lacking privacy when it is necessary to pass through a bedroom to get to another room, such as a den, and/or to get to the bathroom. The bathroom access criterion is applied only to units with one complete bathroom or one bathroom plus half bath in which the half bath lacks a flush toilet.

In addition, statistics are shown for households with bedrooms used by three or more persons of all ages, and separately for such households when one or more of these persons is 13 years of age or older.

Rooms.—In this report, rooms include whole rooms used for living purposes such as living rooms, dining rooms, bedrooms, finished attic or basement rooms, recreation rooms, permanently enclosed porches suitable for year-round use, and lodger's rooms. Also included are rooms used for offices by a person living in the unit. Not included as rooms are kitchens, bathrooms, halls, foyers or vestibules, balconies, closets, alcoves, pantries, laundry or furnace rooms, unfinished attics or basements, other unfinished space used for storage, open porches, trailers used only as bedrooms, and offices used only by persons not living in the unit.

Plumbing facilities.—The category "with all plumbing facilities" consists of units which have hot and cold piped water inside the structure as well as a flush toilet and a bathtub or shower inside the structure for the exclusive use of the occupants of the unit. All plumbing facilities must be located in the structure but they need not be in the same room. "Lacking some or all plumbing facilities" means that the unit does not have all three specified plumbing facilities (hot and cold piped water, as well as flush toilet and bathtub or shower inside the structure), or that the toilet or bathing facilities are also for the use of the occupants of other housing units.

Complete bathrooms.—A housing unit is classified as having a complete bathroom if it has a room with a flush toilet and

bathtub or shower and a wash basin, as well as piped hot water in the structure for the exclusive use of the occupants of the unit. A half bathroom has either a flush toilet or a bathtub or shower for exclusive use, but does not have all the facilities for a complete bathroom.

The category "also used by another household" consists of units with bathroom facilities which are also for the use of the occupants of other housing units.

The category "none" consists of units with no bathroom facilities, units with only a half bathroom, and units with all bathroom facilities but not in one room.

Flush toilet, water supply, sewage disposal, and heating equipment.—Breakdowns or failures of flush toilet, water supply, and sewage disposal are shown if the housing unit was occupied by the head of the household at least three months prior to enumeration and if the breakdown or failure lasted six consecutive hours or longer during the three months prior to enumeration. For breakdowns or failures of heating equipment, data are shown for units occupied by the household head during the winter prior to enumeration if the equipment was unusable for six consecutive hours or longer during that time. To qualify as having lived here "last winter," the household head must have moved into the unit prior to the previous February. Further discussion of each item is given below:

Flush toilet.—The statistics on breakdowns or failures of flush toilet are limited to units that had all plumbing facilities with only one flush toilet, that is, one complete bathroom or one complete bathroom plus half bath without flush toilet. The flush toilet may be completely unusable because of broken pipes, stopped up soil pipe, lack of water supplied to the flush toilet, or some other reason.

Units with breakdown or failure in flush toilet are classified according to the number of breakdowns or failures and to the most common source of the problem. "Problems inside the building" refer to such breakdowns or failures as broken pipes in the unit (or

building), a cracked or broken bowl, or faulty flushing mechanism. "Problems outside the building" refer to such breakdowns or failures as breaks in the main water or sewer line or shutdown by the water company for maintenance or repairs.

Water supply.—A public system or private company refers to water supplied by a city, county, water district, or private water company, or water supplied from a well to six or more housing units. A well that provides water for five or fewer housing units is classified as an individual well. Water sources such as springs, creeks, and rivers are included in the category "with water from other sources."

Breakdowns or failures in the water supply were asked when the source of water was a public system, private company, or individual well. A breakdown or failure in the water supply means that the unit was completely without running water from its regular source. A unit was considered to be completely without running water if (1) the water system servicing the unit supplied no water at all, or (2) no water was available in the unit due to a breakdown or failure in the water supply inside the structure, or (3) the equipment and facilities (i.e., faucets in the kitchen and the bathroom sinks, faucet and shower in the bathtub, flush toilet, etc.) were all inoperable. If the faucet in the kitchen sink was broken but the one in the bathtub was working, the unit was not classified as being completely without water.

Units with a breakdown or failure in the water supply are classified according to the number of breakdowns or failures and to the most common source of the problem. "Problems inside the building" refer to such problems as broken pipes in the unit (or building) or turning the water off in the unit (or building) for maintenance and repairs. "Problems outside the building" refer to such problems as power failures, breaks in the main water line, or shutdowns by the water

company for maintenance and repairs.

Sewage disposal.—A public sewer is connected to a city, county, sanitary district, neighborhood, or subdivision sewer system. It may be operated by a governmental body or private organization. A septic tank or cesspool is an underground tank or pit used for disposal of sewage. Small sewage treatment plants which in some localities are called neighborhood septic tanks are classified as public sewers. A chemical toilet uses chemicals to break down or dissolve sewage. A privy refers to an "outhouse" or other small shelter outside the unit which contains a toilet. Sewage that is disposed of in some other way is classified as other means; for example, it may be an individual sewer line running to a creek, lake, or swamp.

The number of breakdowns or failures in the means of sewage disposal is limited to units in which the means of sewage disposal was a public sewer, septic tank, or cesspool. The breakdown or failure may have been the result of an overloaded sewage disposal system, lack of running water, a broken or cracked tank, etc.

Heating equipment.— "Warm-air furnace" refers to a central system which provides warm air through ducts leading to various rooms; central heat pumps are included in this category. "Steam or hot water" refers to a central heating system in which heat from steam or hot water is delivered through radiators or other outlets. "Built-in electric units" are permanently installed in floors, walls, ceilings, or baseboards. A "floor, wall, or pipeless furnace" delivers warm air to the room right above the furnace or to the room(s) on one or both sides of the wall in which the furnace is installed. "Other means" includes room heaters with or without flue, fireplaces, stoves, and portable heaters of all types.

For vacant units from which the heating equipment had been removed, the equipment used by the last occupants was to be reported.

Heating equipment is considered unusable if it cannot be used for the purposes intended; the breakdown or failure may be caused by broken pipes, electrical or gas parts out of order, or downed power lines.

Insufficient heat.—The statistics presented refer to housing units in which the household head occupied the unit during the winter prior to the date of enumeration. To qualify as having lived here "last winter," the household head must have moved into the unit prior to the previous February.

Separate data are shown for units with additional heat source, rooms which lacked specified heat source, and units with closed rooms. The category "specified heating equipment" includes warm-air furnace; steam or hot water system; built-in electric units; floor, wall, or pipeless furnace; and room heaters with flue. Excluded are room heaters without flue or vent, fireplaces, stoves, and portable heaters.

The data on additional heat source refer to units with "specified heating equipment" which *had* to use additional sources of heat to supplement the regular heating system because the regular system did not provide enough heat. Additional sources of heat such as kitchen stoves, fireplaces, or portable heaters, may have been used only in the mornings or on very cold evenings. Electric blankets, heating pads, or hot water bottles are not considered additional sources of heat.

"Rooms lacking specified heat source" include rooms lacking hot air ducts, registers, radiators, and room heaters. The intent of this item was to identify rooms in units with "specified heating equipment" which did not contain the means of conveying the heat to the room. The kitchen was not considered to be a room for this item.

Separate data are also shown for rooms which were closed because they could not be kept warm. The rooms must have been closed for seven consecutive days or longer during the previous winter, and the unit must have "specified heating equipment." Rooms closed solely for the

APPENDIX A—Continued

purpose of saving fuel due to the current energy shortage were not included. For this item, also, the kitchen was not considered a room.

Complete kitchen facilities.—A unit has complete kitchen facilities when it has all three of the following for the exclusive use of the occupants of the unit: (1) An installed sink with piped water, (2) a range or cookstove, and (3) a mechanical refrigerator. All kitchen facilities must be located in the structure. They need not be in the same room. Quarters with only portable cooking equipment are not considered as having a range or cookstove. An icebox is not included as a mechanical refrigerator.

The kitchen facilities are for the exclusive use of the occupants when they are used only by the occupants of one housing unit, including lodgers or other unrelated persons living in the unit. When a structure consists of only one housing unit, all equipment located inside the structure is classified, by definition, for exclusive use.

Condition of kitchen facilities.—Units with complete kitchen facilities were classified as to whether all the kitchen facilities were in usable condition. If one or more of the kitchen facilities (sink, range or cookstove, and refrigerator) could not be used for its intended purpose, the unit was classified as having "1 or more not in usable condition." Kitchen facilities that normally function properly, but which were temporarily out of use (two weeks or less) because of a breakdown, were classified as usable.

Basement.—Statistics on basements are presented in terms of the number of housing units located in structures built with a basement. A structure has a basement if there is enclosed space in which persons can walk upright under all or part of the building.

Basements in structures with occupied units are further classified by signs of water leakage. The category "with water leakage" consists of units in which the basement shows signs of water having

leaked in from the outside, even if the signs only appear when it rains or during other similar situations. "No water leakage" means that the basement shows no signs of water leakage, or that the signs of water leakage are caused by a problem inside the structure such as faulty plumbing. If the basement shows signs of water having leaked in from the outside but the problem causing the leakage has been corrected, the unit was classified as having no water leakage.

Year structure built.—Year structure built refers to when the building was first constructed, not when it was remodeled, added to, or converted. The figures relate to the number of units in structures built during the specified periods and in existence at the time of enumeration.

Units in structure.—In the determination of the number of units in a structure, all housing units, both occupied and vacant, were counted. The statistics are presented in terms of the number of housing units in structures of specified type and size, not in terms of the number of residential structures.

A structure is a separate building that either has open space on all sides or is separated from other structures by dividing walls that extend from ground to roof.

Elevator in structure.—Statistics on elevator in structure are presented in terms of the number of housing units in structures with four floors or more which have a passenger elevator. Units are in a "walk-up" structure of four floors or more if the structure has no passenger elevator or if the only elevator service is for freight.

Air conditioning.—Air conditioning is defined as the cooling of air by a refrigeration unit; excluded are evaporative coolers, fans, or blowers which are not connected to a refrigeration unit. A room unit is an individual air conditioner which is installed in a window or an outside wall and is generally intended to cool one room, although it may sometimes be used to cool more than one room. A central

system is a central installation which air conditions the entire housing unit. In an apartment building, a central system may cool all apartments in the building, each apartment may have its own central system, or there may be several systems, each providing central air conditioning for a group of apartments. A central installation with individual room controls is a central air-conditioning system.

Roof.—Units "with water leakage" are those in which the roof shows signs of water having leaked in from the outside or where the roof leaks when it rains. "No water leakage" means that the roof shows no signs of water having leaked in from the outside, or that the roof shows signs of water leakage but the problem causing the leakage has been corrected. If the signs of water leakage are caused by a problem inside the structure such as faulty plumbing, the unit was classified as having no water leakage.

Interior ceilings and walls.—Statistics are presented on whether or not there are open cracks or holes and broken plaster or peeling paint on the interior ceilings or walls of a housing unit. Included are cracks or holes that do not go all the way through to the next room or to the outdoors. "Hairline cracks" or cracks that appear in the walls or ceilings but are not large enough for a fingernail file to be inserted in, and very small holes caused by nails or other similar objects are not considered to be open cracks or holes.

Broken plaster or peeling paint must be on the inside walls or ceilings, and at least one area of the broken plaster or peeling paint must be approximately one square foot or larger.

Interior floors.—Data are shown on whether there are holes in the interior floors of a housing unit. The holes do not have to go through the floor. Excluded are very small holes caused by nails or other similar objects.

Selected structural deficiencies and wish to move.—The category "household would like to move" consists of housing

APPENDIX A—Continued

units in which the respondent considers one or more of the following structural deficiencies so objectionable that he would like to move from his unit: (1) A basement with signs of water leakage, (2) roof leaks, (3) open cracks or holes in the interior walls or ceiling, (4) holes in the floor, and (5) broken plaster or peeling paint on the ceiling or inside walls.

Overall opinion of structure.—The data presented are based on the respondent's overall opinion of his house or building as a place to live. The respondent was asked to rate the structure as excellent, good, fair, or poor.

Common stairways.—The statistics on common stairways are presented for housing units in structures of two or more units with common stairways. The figures reflect the physical condition of the stairway, i.e., whether there are loose, broken, or missing steps or stair railings. Common stairways are stairways which are usually used by the occupants of more than one unit or by the general public. They may be either inside the structure or attached to the outside of the building.

Light fixtures in public halls.—The statistics on light fixtures in public halls are presented in terms of the number of housing units in structures of two or more units with public halls which have light fixtures and whether the light fixtures are in working order. Light fixtures include wall lights, ceiling lights, or table lamps in the public halls of the building. Public halls are used by the occupants of more than one unit or by the general public.

Electric wiring.—A housing unit is classified as having exposed electric wiring if the unit has any wiring that is not enclosed, either in the walls or in metal coverings, or if the wiring is outside the walls but enclosed in some material other

than metal. Extension cords and other types of wiring that extend from a wall outlet to an appliance or lamp are not considered as exposed wiring.

Electric wall outlets.—A housing unit is classified as having electric wall outlets in each room if there is at least one working electric wall outlet or wall plug in each room of the unit. A working electric wall outlet or wall plug is one that is in operating condition, i.e., can be used when needed. If a room does not have an electric wall outlet, an extension cord used in place of a wall outlet is not considered to be an electric wall outlet.

Electrical fuse blowouts.—These statistics are presented for occupied housing units which had had an electrical circuit fuse blown or breaker switch tripped during the three months prior to enumeration. The data are restricted to households that had been at their present address for at least three months prior to the date of enumeration. A blown fuse or tripped breaker switch results in the temporary loss of electricity until the fuse is replaced or the breaker switch reset. Blown fuses inside certain appliances or equipment (such as some large air conditioners) are counted as "fuse or switch blowouts."

Garbage collection service.—A housing unit is classified as having garbage collection service if either a private or public company collects the trash or garbage on a regular basis and carries it to public disposal areas. In some areas where the garbage (food waste) is collected by one company and the trash (paper, cans, etc.) by another, data are obtained only for the garbage collection service.

If the household does not have garbage collection service, the means of garbage disposal is classified as follows:

Incinerator, trash chute, or compactor.—An incinerator is a large unit on the property designed to burn all trash and garbage. Trash chutes and compactors were marked as the means of garbage disposal when the final means of disposal was not known, i.e.,

if the respondent knew only that he put his garbage down a trash chute or that his garbage goes into a compactor. A compactor is a unit which packs trash and garbage into smaller units for disposal.

Garbage disposal unit.—A garbage disposal unit is connected to the kitchen sink and grinds up the garbage which is disposed of through the sewage system.

Other means.—If the method of disposal does not fall into any of the classifications specified above, it is classified as "other means."

Exterminator service.—The statistics on exterminator service refer to households that have been at their present address for at least three months prior to the date of enumeration and who reported that they had seen mice or rats or signs or traces of their presence *inside* the house or building during the last 3 months. Signs of mice and rats or traces of their presence include droppings, holes in the wall, or ripped or torn food containers. "Regular extermination service" refers to periodic visits by a licensed company or individual who uses chemicals and sprays to control or kill pests and rodents. The regular service interval may be once a month, four times a year, or any other such interval. "Irregular extermination service" includes visits by an exterminator who is called only when needed by the household or building manager, or where it is known that a building is serviced but it is not known whether the service is regular or irregular. "No extermination service" includes units in a house or building that has not been serviced during the 12 months prior to enumeration and where it is not known if there is any exterminator service.

Street conditions and neighborhood services.—The statistics presented are based on the respondent's opinion and attitude toward the street and neighborhood in which he lives. Thus, the respondent's answer may or may not reflect the "actual" description of the street and

neighborhood. Furthermore, the respondent may not have the same opinion as his neighbor about the street conditions and/or neighborhood services; for example, the respondent may feel that the street lighting or neighborhood shopping facilities are inadequate while his neighbor may not.

Street conditions.—Data are shown on whether or not the respondent considers certain street conditions as undesirable. A condition is undesirable if the respondent considers it disturbing, harmful, or dangerous. The following is the list of conditions:

1. Noise.—This category refers to street noises, such as children playing outdoors, noise from a factory or business, noises from airplane traffic, or any other sound that the respondent considers noise.
2. Heavy traffic.—Heavy traffic refers to traffic from cars and/or trucks that, in the respondent's opinion, is more than an acceptable amount for the neighborhood.
3. Odors.—This category refers to fumes, smoke, or gas coming from cars, trucks, nearby industries, factories, businesses, etc., which the respondent considers objectionable.
4. Litter.—Included are all types of trash, debris, or junk such as paper, cans, or abandoned cars in the street, on empty lots, or on properties on the street which the respondent considers as litter.
5. Abandoned buildings.—Abandoned buildings refer to both single and multiunit buildings which the respondent reported to be abandoned or boarded up. Included in this category are remains of previous buildings.
6. Deteriorating housing.—Deteriorating housing refers to occupied housing units which in the respondent's opinion are in rundown condition.
7. Commercial or industrial.—This

category refers to commercial, industrial, or other activities, including both large and small industries as well as businesses and stores, that the respondent considers to be nonresidential.

8. Streets need repair.—The data are based on the respondent's opinion that the streets, either paved or unpaved, are continually in need of repair or are bordered by open ditches used for water or sewage drainage.

9. Roads impassable.—This category refers to roads that the respondent reported to be neglected by State, county, or city crews during snow storms, heavy rain storms, or other such conditions that make a road impassable.

10. Inadequate street lighting.—Inadequate street lighting includes areas, in the opinion of the respondent, that have no street lighting, streets with insufficient lighting, and streets where the lighting does not work adequately.

11. Crime.—This category refers to all forms of street and neighborhood crime such as petty theft, assaults against the person, burglary, etc., or any related activities that the respondent judges to be a crime.

The figures shown for the categories under "undesirable conditions" will not add to the total because more than one undesirable street condition may be reported for the same unit.

Street conditions and wish to move.—The category "would like to move" consists of housing units in which the respondent considers one or more street conditions (such as street noise) disturbing, harmful, or dangerous and so objectionable that he would like to move from the neighborhood.

Neighborhood services.—The data shown are based on the respondent's

opinion of the adequacy of the following neighborhood services:

1. Public transportation.—The data are based on the respondent's opinion of the availability of public transportation such as bus, subway, or taxicab service.
2. Schools.—The statistics are based on the respondent's opinion about the schools in his neighborhood, such as the proximity of the school, population of the student body, etc.
3. Neighborhood shopping.—This category refers to the respondent's opinion regarding stores such as grocery or drug stores and their merchandise, prices, or services in his vicinity.
4. Police protection.—This category refers to the presence, quality, quantity, and response time of services that, in the respondent's opinion, should be provided by the police.
5. Fire protection.—The data are based on the respondent's opinion regarding the presence and response time of the local fire protection services.
6. Hospitals and health clinics.—This category refers to the quality and proximity of health facilities, etc., serving the local community in the opinion of the respondent.

Neighborhood services and wish to move.—The category "household would like to move" consists of housing units in which the respondent considers one or more of the specified neighborhood services (such as public transportation) so inadequate or unsatisfactory that he would like to move from the neighborhood.

The figures shown for the categories under "household would like to move" will not add to the total because more than one inadequate service may have been reported for the same unit.

Overall opinion of neighborhood.—The data presented are based on the respondent's overall opinion of the neighborhood according to the street conditions and the neighborhood services available (described in preceding paragraphs). The respondent was asked to rate the street or neighborhood as excellent, good, fair, or poor. Data are also shown for wish to move because of undesirable street conditions cross-classified by the respondent's overall opinion of his neighborhood.

Financial Characteristics

Sales price asked.—For vacant units, the sales price is the amount asked for the property at the time of enumeration and may differ from the price at which the property is sold. The statistics on sales price asked are shown only for vacant for sale one-family homes on less than 10 acres without a commercial establish-

ment or medical or dental office on the property.

Median sales price asked is shown separately for housing units with garage or carport on property. The garage or carport must be available for use by the intended occupants of the unit. It may be attached to the house or it may be completely unattached, but it must be on the property. Excluded are garages or carports that have been converted to other uses such as living quarters, an extra room for business purposes, or for some reason cannot be used for parking.

Rent asked.—For vacant units, the rent is the amount asked for the unit at the time of enumeration and may differ from the rent contracted for when the unit is occupied. The data are for vacant year-round units for rent, excluding one-family homes on ten acres or more. The median rent asked is shown separately for units in which the rent includes payment for all utilities (electricity, gas, and water) and

fuels (oil, coal, kerosene, wood, etc.). Median rent asked is also shown for units in which the rent includes utilities, fuels, and payment for garbage and trash collection service.

Public or private housing.—A housing unit is classified as being in a "public housing project" if the structure in which the unit is located is owned by a local housing authority or other public agency such as a housing and redevelopment authority or a housing development agency and operated as public housing. These organizations may receive subsidies from the Federal or State government but the local agency owns the property. All other housing units are classified as "private housing."

Data on public or private housing units in this report are not based on government or local records; the figures are, therefore, subject to the ability of a respondent to properly classify his unit as public or private housing.

APPENDIX A—Area Classifications and Definitions and Explanations of Subject Characteristics

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AREA CLASSIFICATIONS

Counties

The primary division of most of the States are termed counties; in Louisiana the corresponding units are termed parishes. Alaska has no counties; in this State, areas designated census divisions

have been defined for general statistical purposes by the State in cooperation with the Census Bureau and are treated as county equivalents. Four States (Maryland, Missouri, Nevada, and Virginia) contain one or more cities that are independent of any county; for statistical purposes these independent cities are treated as county equivalents.

Standard Metropolitan Statistical Areas

The definitions of standard metropolitan statistical areas used in the Annual Housing Survey correspond to the 243 SMSA's used in the 1970 census. These include the 228 SMSA's as defined and named in the Bureau of the Budget publication, **Standard Metropolitan Statistical Areas: 1967**, U.S. Government Printing Office, Washington, D.C. 20402. After 1967, 15 SMSA's were added, of which 2 were defined in January 1968 and an additional 13 were defined in February 1971 on the basis of the results of the 1970 census. Changes in SMSA definition criteria, boundaries, and titles made after February 1971 are not reflected in this series of reports. SMSA's are defined by the Office of Management and Budget (formerly Bureau of the Budget).

Except in the New England States, a standard metropolitan statistical area is a county or group of contiguous counties which contains at least one city of 50,000 inhabitants or more, or "twin cities" with a combined population of at least 50,000. In addition to the county or counties containing such a city or cities, contiguous counties are included in an SMSA if, according to certain criteria, they are socially and economically integrated with the central city. In the New England States, SMSA's consist of towns and cities instead of counties. Each SMSA must include at least one central city, and the complete title of an SMSA identifies the central city or cities. For a detailed description of the criteria used in defining SMSA's, see the Bureau of the Budget publication cited above.

In this report, figures for "in central cities" refer to all housing units within the legal city boundaries. For a few central cities, the figures include some housing units in parts of the city classified as rural in the 1970 census.

DEFINITIONS AND EXPLANATIONS OF SUBJECT CHARACTERISTICS

General

As stated in the introductory text of this report, the 1974 Annual Housing Survey was conducted by direct interview. The survey enumerators were instructed to read the questions directly from the questionnaire. The definitions and explanations given below for each subject are to a considerable extent drawn from various technical and procedural materials used in the collection of the data. This material helped the enumerative personnel to understand more fully the intent of each question and thus to resolve problem or unusual cases. Additional explanatory information has been added to this portion of the text to assist the user in the proper utilization of the statistics.

Comparability with 1973 Annual Housing Survey.—The concepts and definitions are essentially the same for items that appear in both the 1974 advance reports and the 1973 reports. Because of the relatively small sample size, particular care should be taken in making year to year comparisons, especially where there are small differences between the figures.

Comparability with 1970 Census of Housing data.—The data presented in this report are generally comparable to those shown in the 1970 census reports, particularly to the cross-tabulations shown in the 1970 Census of Housing, Volume II, *Metropolitan Housing Characteristics*. The concepts and definitions are essentially the same for items that appear in both the 1970 census and the 1974 survey. Definitional differences, if any, are discussed under the particular subject later in this section. Additional differences between the 1974 Annual Housing

Survey data and the 1970 census data may be attributed to several factors. These include the extensive use of self-enumeration in the census in contrast to direct interview in the Annual Housing Survey; differences in processing procedures; the estimation procedures and sample designs; the sampling variability of the estimates from the Annual Housing Survey; to a smaller extent, the sampling variability associated with the sample data from the census; the nonsampling errors associated with the Annual Housing Survey estimates; and the nonsampling errors associated with the census estimates.

Data as of 1970 for "mortgage on property" and "real estate taxes last year" are presented in the 1970 Census of Housing Volume V, *Residential Finance*. In Volume V, the data are based on information collected for a sample of housing units in the Residential Finance Survey which was conducted in 1971 as part of the 1970 census. The 1970 report provided data on the financing of homeowner and rental properties, including characteristics of the mortgages, properties, and homeowners.

Differences in the concepts and definitions between the data in this report and Volume V include the following. The basic unit of tabulation in this report is the housing unit; in Volume V, it is the property. Data on mortgage status in this report are based on the occupant's answer; in Volume V, mortgage status of the property was verified by the lender. In this report, real estate taxes reflect the total amount of real estate taxes excluding special assessments such as sewer taxes, road improvement taxes, and tax collection charges; in Volume V, real estate taxes include special assessments.

Comparability with other current reports.—This report contains some information similar to that contained in the Current Population Reports published by the Bureau of the Census. Because of procedural differences mentioned below, care should be taken when comparing data from the Annual Housing Survey with data from other current surveys.

Current Population Reports from the Current Population Survey.—The Current Population Survey (CPS) is a monthly sample survey of approximately 58,000 designated sample units. From the data collected in the Current Population Survey, the Bureau issues several publications under the general title Current Population Reports. Included are reports on household and family characteristics, mobility of the population, and income.

Although the concepts and definitions used in this report are essentially the same as those used in the Current Population Reports and the intent of both the Annual Housing Survey and the Current Population Survey is the same, there are likely to be significant differences in the income data. The time period covering income is different in that in this report income covers the 12 months prior to the date of enumeration while the income data in the Current Population Survey refer to the calendar year prior to the date of enumeration. There are also significant differences in the way income questions are asked. Additional differences between the 1974 Annual Housing Survey and the Current Population Survey may be attributed to factors such as the sampling variability and nonsampling errors of the figures from the two surveys, survey procedures and techniques, and processing procedures.

Current Population Reports from the Survey of Purchases and Ownership.—The 1974 Survey of Purchases and Ownership is a sample survey, covering approximately one-third of the 78,000 designated sample units in the 1974 Annual Housing Survey. Data are collected on ownership, availability, and recent purchases of automobiles and other vehicles, television sets, and selected major household appliances. Information on the price paid is obtained for recently purchased items. The data will be available in the Current Population Reports, Series P-65, *Consumer Buying Indicators*.

Although the Survey of Purchases and Ownership was taken in conjunction with the Annual Housing Survey, there are

APPENDIX A—Continued

differences in the concepts and definitions between the two. For example, the data on automobiles and other four-wheel vehicles, such as pickup trucks and passenger vans, collected in the Survey of Purchases and Ownership reflect the number of such vehicles that are owned or being bought by a member of the family. The data collected in the Annual Housing Survey reflect the number of automobiles or trucks owned or regularly used by any member of the household, including nonrelatives. Additional differences may be attributed to such factors as estimation procedures, sampling variability, and nonsampling errors.

Living Quarters

Living quarters are classified as either housing units or group quarters. Usually, living quarters are in structures intended for residential use (e.g., a one-family home, apartment house, hotel or motel, boarding house, or mobile home or trailer). Living quarters may also be in structures intended for nonresidential use (e.g., the rooms in a warehouse where a watchman lives), as well as in places such as tents, caves, and old railroad cars.

Housing units.—A housing unit is a house, an apartment, a group of rooms, or a single room occupied or intended for occupancy as separate living quarters. Separate living quarters are those in which the occupants do not live and eat with any other persons in the structure and which have either (1) direct access from the outside of the building or through a common hall which is used by the occupants of another unit or by the general public or (2) complete kitchen facilities for the exclusive use of the occupants: The occupants may be a single family, one person living alone, two or more families living together, or any other group of related or unrelated persons who share living arrangements (except as described in the section on group quarters). For vacant units, the criteria of separateness, direct access, and complete kitchen facilities for exclusive use are applied to the intended occupants whenever possible. If the information cannot

be obtained, the criteria are applied to the previous occupants. Both occupied and vacant housing units are included in the housing inventory, except that mobile homes, trailers, tents, caves, boats, railroad cars, and the like, are included only if they are occupied.

Group quarters.—Group quarters are living arrangements for institutional inmates or for other groups containing five or more persons not related to the person in charge. Group quarters are located most frequently in institutions, boarding houses, military barracks, college dormitories, fraternity and sorority houses, hospitals, monasteries, convents, and ships. A house or apartment is considered group quarters if it is shared by the person in charge and five or more persons unrelated to him, or if there is no person in charge, by six or more unrelated persons. Information on the housing characteristics of group quarters was not collected.

Rules for mobile homes, hotels, rooming houses, etc.—Mobile homes or trailers, tents, boats, or railroad cars are not considered housing units if vacant, used only for business, or used only for vacations.

Occupied rooms or suites of rooms in hotels, motels, and similar places are classified as housing units only when occupied by permanent residents; i.e., persons who consider the hotel as their usual place of residence or have no usual place of residence elsewhere. Vacant rooms or suites of rooms are classified as housing units only in those hotels, motels, and similar places in which 75 percent or more of the accommodations are occupied by permanent residents.

If any of the occupants in a rooming or boarding house live and eat separately from everyone else in the building and have either direct access or complete kitchen facilities for exclusive use, their quarters are classified as separate housing units. The remaining quarters are combined. If the combined quarters contain four or fewer roomers unrelated to the head, they are classified as one housing

unit; if the combined quarters contain five or more roomers unrelated to the head or person in charge, they are classified as group quarters. In a dormitory, residence hall, or similar place, living quarters of the supervisory staff and other employees are separate housing units if they satisfy the housing unit criteria; other living quarters are considered group quarters.

Institutions.—Living quarters of staff personnel are separate housing units if they satisfy the housing unit criteria. Other living quarters are considered group quarters.

Occupancy Characteristics

Occupied housing units.—A housing unit is classified as occupied if a person or group of persons is living in it at the time of enumeration or if the occupants are only temporarily absent—for example, on vacation. However, if the unit was occupied entirely by persons with a usual place of residence elsewhere, the unit is classified as vacant. By definition, the count of occupied housing units is the same as the count of households.

Race.—The classification by race shown here refers to the race of the head of the household occupying the housing unit. The concept of race as used by the Census Bureau does not denote clear-cut scientific definitions of biological stock. The classification of race in the 1974 Annual Housing Survey was made by the enumerator based on his own observation. In the 1970 census, race was essentially a self-classification by people according to the race with which they identified themselves. Detailed characteristics of units with Negro head of household are presented in separate tables.

Spanish origin.—The classification by Spanish origin here refers to the origin of the head of the household occupying the housing unit. Detailed characteristics of units with head of Spanish origin are presented in separate tables. Spanish origin was determined on the basis of a

question that asked for self-identification of a person's origin or descent. Respondents were asked to select their origins from a "flash card." Persons of Spanish origin were those who indicated that their origin was either Mexican-American, Chicano, Mexican, Mexicano, Puerto Rican, Cuban, Central or South American, or other Spanish.

In the 1970 census and current surveys' reports, Spanish persons are identified according to various criteria: Birthplace, birthplace of parents, language, surname, and origin or descent. For this reason, care should be taken in making comparisons of Spanish origin estimates from the Annual Housing Survey and other surveys.

Tenure.—A housing unit is "owner occupied" if the owner or co-owner lives in the unit, even if it is mortgaged or not fully paid for. A cooperative or condominium unit is "owner occupied" only if the owner or co-owner lives in it. All other occupied units are classified as "renter occupied," including units rented for cash rent and those occupied without payment of cash rent.

Year head moved into unit.—Data on year moved into unit are based on the information reported for the head of the household. The question refers to the year of latest move. Thus, if the head moved back into a unit he had previously occupied, the year of his latest move was to be reported; if he moved from one apartment to another in the same building, the year he moved into his present unit was to be reported. The intent is to establish the year the present occupancy by the head began. The year the head moves is not necessarily the same year other members of the household move, although in the great majority of cases the entire household moves at the same time.

Owner or manager on property.—These statistics are presented in terms of the number of housing units in structures of two or more units with the owner or the resident manager or superintendent living on the property. The category "with

owner on property" refers to the owner and not his agent, resident manager, or superintendent. "With resident manager or superintendent on property" refers to a resident manager, superintendent, janitor, or other representative of the owner.

Utilization Characteristics

Persons.—All persons occupying the housing unit are counted. These persons include not only occupants related to the head of the household but also any lodgers, roomers, boarders, partners, wards, foster children, and resident employees who share the living quarters of the household head. The data on "persons" show the number of housing units occupied by the specified number of persons.

A person is enumerated at his usual place of residence. This refers to the place where the person lives and sleeps most of the time. This place is not necessarily the same as his legal residence, voting residence, or domicile.

Rooms.—The statistics on "rooms" are in terms of the number of housing units with specified number of rooms. Rooms counted include whole rooms used for living purposes such as living rooms, dining rooms, bedrooms, kitchens, finished attic or basement rooms, recreation rooms, permanently enclosed porches that are suitable for year-round use, and lodger's rooms. Also included are rooms used for offices by a person living in the unit.

A partially divided room, such as a dinette next to a kitchen or living room, is a separate room only if there is a partition from floor to ceiling, but not if the partition consists only of shelves or cabinets.

Not included in the count of rooms are bathrooms, halls, foyers or vestibules, balconies, closets, alcoves, pantries, strip or pullman kitchens, laundry or furnace rooms, unfinished attics or basements, other unfinished space used for storage, open porches, trailers used only as bedrooms, and offices used only by persons not living in the unit.

If a room is used by occupants of more than one unit, the room is included with the unit from which it is most easily reached.

Persons per room.—"Persons per room" is computed for each occupied unit by dividing the number of persons in the unit by the number of rooms in the unit. The figures shown refer, therefore, to the number of housing units having the specified ratio of persons per room.

Bedrooms.—The number of bedrooms in the unit is the count of rooms used mainly for sleeping, even if also used for other purposes. Rooms reserved for sleeping such as guest rooms, even though used infrequently, are counted as bedrooms. On the other hand, rooms used mainly for other purposes, even though used also for sleeping, such as a living room with a hideaway bed, are not considered bedrooms. A housing unit consisting of only one room, such as one-room efficiency apartment, is classified, by definition, as having no bedroom.

Structural Characteristics

Complete kitchen facilities.—A unit has complete kitchen facilities when it has all three of the following for the exclusive use of the occupants of the unit: (1) An installed sink with piped water, (2) a range or cookstove, and (3) a mechanical refrigerator. All kitchen facilities must be located in the structure. They need not be in the same room. Quarters with only portable cooking equipment are not considered as having a range or cookstove. An icebox is not included as a mechanical refrigerator.

The kitchen facilities are for the exclusive use of the occupants when they are used only by the occupants of one housing unit, including lodgers or other unrelated persons living in the unit. When a structure consists of only one housing unit, all equipment located inside the structure is classified, by definition, for exclusive use.

Basement.—Statistics on basements are presented in terms of the number of

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housing units located in structures built with a basement. A structure has a basement if there is enclosed space in which persons can walk upright under all or part of the building.

Year structure built.—Year structure built refers to when the building was first constructed, not when it was remodeled, added to, or converted. The figures relate to the number of units in structures built during the specified periods and in existence at the time of enumeration. For mobile homes and trailers, the model year was assumed to be the year built.

Units in structure.—In the determination of the number of units in a structure, all housing units, both occupied and vacant, were counted. The statistics are presented in terms of the number of housing units in structures of specified type and size, not in terms of the number of residential structures.

A structure is a separate building that either has open space on all sides or is separated from other structures by dividing walls that extend from ground to roof.

Mobile homes and trailers are shown as a separate category. When one or more rooms have been added to a mobile home or trailer it is classified as a one-family house. If, however, only a porch or shed has been added, it is still counted as a mobile home or trailer.

Elevator in structure.—Statistics on elevator in structure are presented in terms of the number of housing units in structures with four floors or more which have a passenger elevator. Units are in a "walk-up" structure of four floors or more if the structure has no passenger elevator or if the only elevator service is for freight.

Garage or carport on property.—Counts of units with a garage or carport on the property are shown only for owner-occupied one-family homes on less than 10 acres without a commercial establishment or medical or dental office on the property. The garage or carport must be

currently available for use by the occupants of the unit; i.e., the members of the household can use it for parking even if it is currently used as a storage area for items such as lawn equipment or furniture. It may be attached to the house or it may be completely unattached, but it must be on the property. Excluded are garages or carports that have been converted to other uses such as living quarters, and extra room for business purposes, rented to someone else, or for some reason cannot be used for parking.

Plumbing Characteristics, Equipment, and Fuels

Plumbing facilities.—The category "with all plumbing facilities" consists of units which have hot and cold piped water inside the structure as well as a flush toilet and a bathtub or shower inside the structure for the exclusive use of the occupants of the unit. All plumbing facilities must be located in the structure but they need not be in the same room. "Lacking some or all plumbing facilities" means that the unit does not have all three specified plumbing facilities (hot and cold piped water, as well as flush toilet and bathtub or shower inside the structure), or that the toilet or bathing facilities are also for the use of the occupants of other housing units.

Complete bathrooms.—A housing unit is classified as having a complete bathroom if it has a room with a flush toilet and bathtub or shower and a wash basin, as well as piped hot water in the structure for the exclusive use of the occupants of the unit. A half bathroom has either a flush toilet or a bathtub or shower for exclusive use, but does not have all the facilities for a complete bathroom.

The category "none or also used by another household" consists of units with no bathroom facilities, units with only a half bathroom, units with bathroom facilities which are also for the use of the occupants of other housing units, and units with all bathroom facilities but not in one room.

Source of water.—"A public system or private company" refers to a common source supplying running water to six or more housing units. The water may be supplied by a city, county, water district, or private water company, or it may be obtained from a well which supplies six or more housing units. If a well provides water for five or fewer housing units, it is classified as an "individual well." Water sources such as springs, creeks, rivers, etc., are included in the "other" category.

Flush toilet, water supply, sewage disposal, and heating equipment.—Data on breakdowns or failures of flush toilet, water supply, and sewage disposal are shown if the housing unit was occupied by the head of the household at least 3 months prior to enumeration and if the breakdown or failure lasted 6 consecutive hours or longer during the 3 months prior to enumeration. For breakdowns or failures of heating equipment, data are shown for units occupied by the household head during the winter prior to enumeration if the equipment was unusable for 6 consecutive hours or longer during that time. To qualify as having lived here "last winter," the household head must have moved into the unit prior to the previous February. Further discussion of each item is given below:

Flush toilet.—The statistics on breakdowns or failures of flush toilet are limited to units that had all plumbing facilities with only one flush toilet, that is, one complete bathroom or one complete bathroom plus a half bath without flush toilet. The flush toilet may be completely unusable because of broken pipes, stopped up soil pipe, lack of water supplied to the flush toilet, or some other reason.

Water supply.—Breakdowns or failures in the water supply were asked when the unit had piped water inside the structure. The water may be available from sources such as a sink, wash basin, bathtub, or shower. A unit is classified as having no piped water inside structure if the unit has no piped water or if the only piped water

available is outside the structure, for example, on an open porch or in another building.

Breakdowns or failures in the water supply mean that the unit was completely without running water from its regular source. A unit was considered to be completely without running water if (1) the water system servicing the unit supplied no water at all, or (2) no water was available in the unit due to a breakdown or failure in the water supply inside the structure, or (3) the equipment and facilities (faucets in the kitchen and the bathroom sinks, faucet and shower in the bathtub, flush toilet, etc.) were all inoperable. If the faucet in the kitchen was broken, but the one in the bathtub was working, the unit was not classified as being completely without water.

Sewage disposal.—A "public sewer" is connected to a city, county, sanitary district, neighborhood, or subdivision sewer system. It may be operated by a governmental body or private organization. A "septic tank or cesspool" is an underground tank or pit used for disposal of sewage. Small sewage treatment plants which in some localities are called neighborhood septic tanks are classified as public sewers. Units for which sewage is disposed of in some other way are included in the "other" category.

The data on breakdowns or failures in the means of sewage disposal are limited to units in which the means of sewage disposal was a public sewer, septic tank, or cesspool. The breakdown or failure may have been the result of an overloaded sewage disposal system, lack of running water, a broken or cracked tank, etc.

Heating equipment.—"Warm-air furnace" refers to a central system which provides warm air through ducts leading to various rooms; central heat pumps are included in this category. "Steam or hot water" refers to a central heating system in which heat from steam or hot water is delivered through radiators or other outlets.

"Built-in electric units" are permanently installed in floors, walls, ceilings, or baseboards. A "floor, wall, or pipeless furnace" delivers warm air to the room right above the furnace or to the room(s) on one or both sides of the wall in which the furnace is installed. "Other means" includes room heaters with or without flue, fireplaces, stoves, and portable heaters of all types.

Heating equipment is considered unusable if it cannot be used for the purposes intended; the breakdown or failure may be caused by broken pipes, electrical or gas parts out of order, or downed power lines.

Air conditioning.—Air conditioning is defined as the cooling of air by a refrigeration unit; excluded are evaporative coolers, fans, or blowers which are not connected to a refrigeration unit. A room unit is an individual air conditioner which is installed in a window or an outside wall and is generally intended to cool one room, although it may sometimes be used to cool more than one room. A central system is a central installation which air conditions the entire housing unit. In an apartment building, a central system may cool all apartments in the building, each apartment may have its own central system, or there may be several systems, each providing central air conditioning for a group of apartments. A central installation with individual room controls is a central air-conditioning system.

Automobiles and trucks available.—Statistics on automobiles available represent the number of passenger automobiles, including station wagons, which are owned or regularly used by any member of the household and which are ordinarily kept at home. The figures include leased automobiles, taxicabs and company-owned automobiles kept at home. Police cars, pickups, or larger trucks were not to be counted. In the 1973 Annual Housing Survey, taxicabs kept at home were not included in the count of "automobiles available."

The data on trucks available represent

the number of pickups and small panel trucks of one-ton capacity or less which are owned or regularly used by any member of the household and which are ordinarily kept at home. Trucks used for business purposes were included only if also used for personal activities of household members.

The statistics do not reflect the number of privately owned automobiles or trucks or the number of households owning such vehicles.

Fuels used for house heating and cooking.—"Utility gas" is gas that is piped through underground pipes from a central system and serves the neighborhood. "Bottled, tank, or LP gas" is stored in tanks which are refilled or exchanged when empty. "Fuel oil, kerosene, etc." includes fuel oil, kerosene, gasoline, alcohol, and other combustible liquids. "Other fuel" includes any other fuel such as briquettes made of pitch and sawdust, coal dust, corncobs, or purchased steam.

Owned second home.—A second home may be a single-family house, vacation cottage, hunting cabin, ski lodge, etc., which is owned and held for use sometime during the year by the owner or members of his household. Second homes may also be owned in partnership with members of a different household. The figures include second homes which are sometimes rented or leased on a short-term basis to other persons but are principally held for the owner's occasional use during the year.

The statistics refer to the number of households that own (one or more) second homes. The data, therefore, do not reflect the number of owned second homes.

Financial Characteristics

Value.—Value is the respondent's estimate of how much the property (house and lot) would sell for if it were for sale. The statistics on value are shown only for one-family homes on less than 10 acres, without a commercial establishment or medical or dental office on the property. Owner-occupied cooperatives, condomini-

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ums, mobile homes, and trailers are excluded from the value tabulations.

Value-income ratio.—The value-income ratio is computed by dividing the value of the housing unit by the total money income of the family or primary individual. The ratio is presented for the same owner-occupied units for which value was tabulated; thus, the statistics on value-income ratio reflect the exclusion of certain owner-occupied units. The ratio was computed separately for each unit and was rounded to the nearest tenth. In reporting value, respondents were asked to select an appropriate class interval. The midpoints of the value intervals were used in the computation of the value-income ratio, except that a mean of \$2,000 was assigned for values less than \$2,500 and a mean of \$70,000 was assigned for values of \$60,000 or more. For income, the dollar amounts were used. Units occupied by families or primary individuals who reported no income or a net loss comprise the category "not computed."

Mortgage status.—The data are limited to owner-occupied, one-family homes on less than 10 acres without a commercial establishment or medical or dental office on the property. A mortgage or similar debt refers to all forms of debt where the property is pledged as security for repayment of the debt. It includes such debt instruments as deeds of trust, trust deeds, mortgage bonds, and vendor liens. In such arrangements, the borrower generally has the title to the property. Also included as a mortgage or similar debt, are arrangements such as contracts to purchase and land contracts where the title to the property remains with the lender.

Mortgage insurance.—The data are restricted to owner-occupied units with a mortgage or similar debt. In addition, the units must be one-family homes on less than 10 acres without a commercial establishment or medical or dental office on the property.

A mortgage or similar debt is considered insured if it is currently insured

by the Federal Housing Administration (FHA), the Veterans Administration (VA), the Farmers' Home Administration, or by private mortgage insurance companies. Mortgages or similar debts insured or guaranteed by State or local government agencies are not included.

The Federal Housing Administration insures loans on homes. The Veterans Administration guarantees or insures loans under the Serviceman's Readjustment Act (G.I. Bill). The Farmers' Home Administration provides much the same service as the Federal Housing Administration, but confines its assistance to rural areas. Private mortgage insurance companies insure loans that are not insured or guaranteed by an agency of the Federal government. It should be noted that many conventional loans are not insured or guaranteed at all.

Real estate taxes last year.—The mean real estate taxes for last year per \$1,000 value of the property (house and lot) are presented in this report. The data are restricted to owner-occupied, one-family homes on less than 10 acres without a commercial establishment or medical or dental office on the property. "Real estate taxes last year" refers to the total amount of all real estate taxes payable on the entire property during the last billing year. It includes State and local real estate taxes. Not included are payments on delinquent taxes due from prior years or payments for special assessments, facilities, or services such as a sewer tax, road improvement tax, or tax collection charge which are sometimes included with the real estate tax bill. Housing units for which no taxes are paid are excluded from the computation of the mean.

Selected monthly housing costs.—The data are presented for owner-occupied one-family homes on less than 10 acres without a commercial establishment or medical or dental office on the property. Selected monthly housing costs are the sum of payments for mortgage, real estate taxes, property insurance, utilities (electricity, gas, water, and sewage disposal), fuel (oil, coal, kerosene, wood, etc.), and garbage and trash collection.

Units that paid no mortgage and/or no real estate taxes were included in the "not reported" category.

Selected monthly housing costs as percentage of income.—The yearly housing costs (selected monthly housing costs multiplied by 12) are expressed as a percentage of the total income of the family or primary individual. This percentage is presented for the same owner-occupied units for which "selected monthly housing costs" were tabulated; thus, the statistics on selected monthly housing costs as percentage of income reflect the exclusion of certain owner-occupied units. The percentage was computed separately for each unit and was rounded to the nearest tenth. For income and "selected monthly housing costs" the dollar amounts were used. Units occupied by families or primary individuals who reported no income or a net loss comprise the category "not computed."

Units that did not report the amount of mortgage and/or no real estate taxes were included in the "not reported" category.

Acquisition of property.—This item indicates how the current owner acquired the property; i.e., whether by purchase or by means other than purchase. Data are presented for one-family homes which are owned free and clear without a commercial establishment or medical or dental office on the property.

Placed or assumed a mortgage.—This includes units where the present owner had to place one or two new mortgages in order to obtain the property or assume an existing mortgage on the property. The intent was to determine whether the property was ever mortgaged by the present occupants even though there was no mortgage at the time of enumeration.

Acquired through inheritance or gift.—This includes property acquired as a beneficiary of an estate and property acquired through a gift.

Paid all cash.—In these cases, the owner paid cash for the total cost of the property and no mortgage or other debt was involved.

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Acquired in other manner.—Includes acquisitions of properties through foreclosure, delinquent tax sale, corporate reorganization, or trade for another property. Also included are those cases in which the owner acquired the property with borrowed funds (for all or part of the purchase price or cost of construction) and this loan was not secured by a mortgage, deed of trust, land contract, etc.

Alterations and repairs during the last 12 months.—The statistics refer to the 12 months prior to enumeration and are restricted to owner-occupied one-family homes on less than 10 acres without a commercial establishment or medical or dental office on the property.

The data are presented according to whether the alterations and repairs cost less than \$100 or \$100 or more. The total cost of the labor and materials was to be reported. However, if the labor was performed by the occupants or provided without charge, only the cost of the materials was obtained. The cost pertains to a single job; for example, if several jobs were done, each costing less than \$100 but the sum total was over \$100, it was reported as costing less than \$100 since none of the jobs by themselves cost \$100 or more.

Additions.—Refers to floor space built onto, above or below an existing unit in order to increase the enclosed space within the house, such as a bedroom or basement added onto a house. It may also be construction of other buildings on the property, for example, a garage.

Alterations.—Permanent changes made either to the inside or outside of a structure including the surrounding grounds. Alterations inside the structure include any type of remodeling resulting in permanent modification of space; for example, construction of a breakfast nook in a kitchen. It may involve completely remodeling a room, such as a kitchen or bathroom, or a structural change such as separation of living and dining areas

by a permanent room divider. It may also include attached equipment installed in the house for the first time; i.e., built-in dishwasher. Alterations outside the structure consist of installing walks, driveways, fences, storm windows or doors, planting trees or shrubbery, or swimming pools built into the ground.

Replacements.—This refers to the complete substitution of a new piece of fixed equipment, surfacing, or fixed appliances for an old item that was previously there. For example, a new gas furnace or central air-conditioning system for one that no longer functioned properly. Excluded are appliances such as clothes washers, refrigerators, or window air-conditioners.

Repairs.—This refers to jobs necessary for maintenance and preventive care of the structure, property, and fixed equipment; for example, painting, papering, floor sanding, mending water pipes, and replacing parts of large equipment such as a furnace valve.

Plans for improvements during the next 12 months.—This item is restricted to owner-occupied one-family homes without a commercial establishment or medical or dental office on the property. This item refers to the respondent's plans, if any, to make improvements on his property (additions, alterations, replacements, or repairs) during the 12-month period following enumeration and whether the labor and/or materials cost more or less than \$100.

Gross rent.—The computed rent termed "gross rent" is the contract rent plus the estimated average monthly cost of utilities (electricity, gas, water) and fuels (oil, coal, kerosene, wood, etc.), if these items are paid for by the renter (or paid for him by someone else, such as a relative, welfare agency, or friend) in addition to rent. Contract rent is the monthly rent agreed to, or contracted for, regardless of any furnishings, utilities, or services that may be included. Thus, gross rent is intended to eliminate differentials which

result from varying practices with respect to the inclusion of utilities and fuel as part of the rental payment. The estimated costs of water and fuels are reported on a yearly basis but they are converted to monthly figures in the computation process.

The statistics on rent exclude one-family houses on 10 acres or more. Renter units occupied without payment of cash rent are shown separately as "no cash rent" in the rent tabulations.

Gross rent as percentage of income.—The yearly gross rent (monthly gross rent multiplied by 12) is expressed as a percentage of the total income of the family or primary individual. The percentage is presented for the same renter-occupied units for which gross rent was tabulated; thus, the statistics on gross rent as percentage of income reflect the exclusion of certain renter-occupied units. The percentage was computed separately for each unit and was rounded to the nearest whole number. For gross rent and income, the dollar amounts were used in the computation. Units for which no cash rent is paid and units occupied by families or primary individuals who reported no income or a net loss comprise the category "not computed."

Public or subsidized housing.—A housing unit is classified as being in a "public housing project" if the structure in which the unit is located is owned by a local housing authority or other public agency, such as a housing and redevelopment authority or a housing development agency, and operated as public housing. These organizations may receive subsidies from the Federal or State government but the local agency owns the property. All other housing units are classified as "private housing."

The category "private units with government rent subsidies" refers to units classified as private housing and in which the respondent pays a lower rent because a Federal, State, or local government program pays part of the cost of construction, building mortgage, or operating expenses. These programs include (1) the

APPENDIX A—Continued

interest subsidy programs of the Department of Housing and Urban Development (HUD) for rental and cooperative housing for moderate-income families, (2) the rent supplement program where part of the rent for low-income families occupying certain types of rental housing projects is paid by HUD, and (3) the direct loan program of HUD for housing the elderly.

The statistics on public or subsidized housing exclude one-family homes on 10 acres or more and renter units occupied without payment of cash rent. In addition, the data are not based on government or local records; the figures are, therefore, subject to the ability of a respondent to properly classify his unit as public or private and, if private, as subsidized or unsubsidized housing.

Inclusion in rent (parking facilities, garbage collection, and furniture).—Counts are shown separately for units in which parking facilities, garbage and trash collection, and furniture are included in the rent. The data are restricted to renter-occupied units for which cash rent is paid and exclude one-family homes on 10 acres or more.

Parking facilities.—The statistics refer to off-street parking facilities which are available in connection with the building. The facilities are provided by the landlord or management and must be available without additional cost to the renter. The parking facility may be a garage, carport, driveway, or open lot where the occupant may park his car off the street.

Garbage and trash collection.—Included are units which have garbage and trash collection service available in connection with the building. The service may be public or private and must be available without additional cost to the renter. If the garbage (food waste) is collected by one company and the trash (paper, cans, etc.) by another, the data refer to the garbage collection service. In tables 3, 6, and 9, separate counts are also shown for renter-occupied units reporting additional amounts paid for garbage and trash collection service.

Furniture.—The statistics refer to furnished apartments or houses in which the management supplied major pieces of furniture such as a bed, sofa, chest of drawers, and table and chairs for the use of the occupant. Refrigerator, cooking range or stove, lamps, and rugs are not considered furniture. Units in which the occupants rent furniture from some source other than the management are not classified as furnished units.

Household Characteristics

Household.—A household consists of all the persons who occupy a housing unit. By definition, the count of households is the same as the count of occupied housing units.

Head of household.—One person in each household is designated as the "head," that is, the person who is regarded as the head by the members of the household. However, if a married woman living with her husband is reported as the head, her husband was considered the head for the purpose of simplifying the tabulations.

Household composition.—Statistics by age of head are presented separately for two-or-more-person households and for one-person households. Households having two or more persons are further subdivided as follows:

Male head, wife present, no nonrelatives.—Each household in this group consists of the head and his wife, and other persons, if any, all of whom are related to him.

Other male head.—This category includes households with male head, wife present, with nonrelatives living with them; male heads who are married, but with wife absent because of separation or other reason where husband and wife maintain separate residences; and male heads who are widowed, divorced, or single.

Female head.—This group comprises households with female heads regardless of their marital status. Included are female heads with no spouse and

female heads whose husbands are living away from their families, as for example, husbands in the Armed Forces living on military installations.

Households consisting of only one person are shown separately as "one-person households" and are not included in the subcategories "other male head" and "female head."

Family or primary individual.—Housing units are occupied by either "families" or "primary individuals." The term "family" refers to the head of a household and all (one or more) other persons living in the same household who are related to the head by blood, marriage, or adoption. If the head lives alone or with nonrelatives only, then the head is considered a "primary individual."

Married couples related to the head of a family are included in the family and are not considered as separate families. A lodger, servant, or other person unrelated to the head is considered a member of the household but not of the family.

In the statistics on household composition, families are always included in one of the three major groups of two-or-more-person households. Primary individuals with nonrelatives living with them are tabulated as "other male head" or "female head." Primary individuals living alone are always tabulated as "one-person households."

Subfamily.—A subfamily is a married couple with or without children, or one parent with one or more own single (never married) children under 18 years old, living in a household and related to, but not including the head of the household or his wife. The most common example of a subfamily is a young married couple sharing the home of the husband's or wife's parents.

Age of head.—The age classification refers to the age reported for the head of the household as of his last birthday.

Own children.—Statistics on presence of "own" children of household heads are

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shown in this report. A child under 18 years old is defined as an "own" child if he or she is a single (never married) son, daughter, stepchild, or adopted child of a household head. Own children of sub-families are excluded from the total count of own children.

Nonrelative.—A nonrelative of the head is any person in the household who is not related to the head by blood, marriage, or adoption. Roomers, boarders, lodgers, partners, resident employees, wards, and foster children are included in this category.

Years of school completed by head.—The statistics refer to the highest grade of regular school completed, not to the highest grade attended. For persons still attending school, the highest grade completed is one less than the one in which they are currently enrolled. "Regular" school refers to formal education obtained in graded public, private, or parochial schools, colleges, universities, or professional schools, whether day or night school, and whether attendance was full or part time. That is, "regular schooling" is formal education which may advance a person toward an elementary or high school diploma, or college, university, or professional school degree. Schooling or tutoring in other than regular schools is counted only if the credits obtained are regarded as transferable to a school in the regular school system. Household heads whose highest grade completed was in a foreign school system or in an ungraded school were instructed to report the approximate equivalent grade (or years) in the regular United States school system. A head was not reported as having completed a given grade if he dropped out or failed to pass the last grade attended. Education received in the following types of schools is not counted as "regular schooling": Vocational schools, trade schools, business schools, and non-credit adult education classes.

Income.—The statistics on income in the Annual Housing Survey are based on the respondent's reply to questions on in-

come for the 12 months prior to enumeration and is the sum of the amounts reported for wage and salary income, net self-employment income, Social Security or railroad retirement income, public assistance or welfare payments, and all other money income. The figures represent the amount of income received before deductions for personal income taxes, Social Security, union dues, bond purchases, health insurance premiums, Medicare deductions, etc.

In this report, the statistics relate to the money income of the family or primary individual occupying the housing unit, that is, the sum of the income of the head of the family and all other members of the family 14 years old and over or the income of the primary individual. Incomes of persons living in the unit but not related to the head of the household are not included in this sum.

Wage or salary income is defined as the total money earnings received for work performed as an employee at any time during the 12-month period prior to enumeration. It includes wages, salary, piece rate payments, commissions, tips, cash bonuses, and Armed Forces pay. Net self-employment income is defined as net money income (gross receipts minus operating expenses) received from a business, professional practice, partnership, or farm in which the person was engaged on his own account.

Social Security or railroad retirement income includes cash receipts of Social Security pensions; survivors' benefits; disability insurance programs for retired persons, dependents of deceased insured workers, or disabled workers; and deductions for Medicare and health insurance premiums. Cash receipt of retirement, disability, and survivors' benefit payments made by the U.S. Government under the Railroad Retirement Act are also included. Separate payments received for hospital or other medical care are not included.

Income from all other sources includes money income received from sources such as periodic payments from estates and trust funds; dividends; interest; net

rental income (or loss) from property rentals; net receipts from roomers or boarders; net royalties; public assistance or welfare payments which include cash receipts received from public assistance programs such as old age assistance, aid to families with dependent children, and aid to the blind or totally disabled; unemployment insurance benefits; money received for transportation and/or subsistence by persons participating in special governmental training programs such as the Area Redevelopment Act and the Manpower Development and Training Act; workmen's compensation cash benefits; periodic payments by the Veterans Administration to disabled members of the Armed Forces or to survivors of deceased veterans; public or private pensions; periodic receipts from insurance policies or annuities; alimony or child support from persons who are not members of the household; net gambling gains; and nonservice scholarships and fellowships.

Receipts from the following sources were not included as income: Value of income "in kind" such as free living quarters, housing subsidies, food stamps, or food produced and consumed in the home; money received from the sale of property (unless the recipient was engaged in the business of selling such property); money borrowed; tax refund; withdrawal of bank deposits; accrued interest on "uncashed" savings bonds; exchange of money between relatives living in the same household; and gifts and lump-sum insurance payments, inheritances, and other types of lump-sum receipts.

The income statistics and the characteristics of the household refer to different periods in time; i.e., the income data refer to the 12 months prior to enumeration whereas the household characteristics refer to the date of enumeration. Thus, the income of the family does not include amounts received by persons who were members of the family during all or part of the income period if these persons no longer resided with the family at the time of enumeration. On

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the other hand, family income includes amounts reported by related persons who did not reside with the family during the

income period but who were members of the family at the time of enumeration. For most families, however, the income

reported was received by persons who were members of the family throughout the income period.

APPENDIX A—Area Classifications and Definitions and Explanations of Subject Characteristics

AREA CLASSIFICATIONS	App-1	Gross rent	App-5
Counties	App-1	Mortgage on property	App-6
Standard Metropolitan Statistical Areas	App-1	Public or subsidized housing	App-6
DEFINITIONS AND EXPLANATIONS OF SUBJECT CHARACTERISTICS	App-1	Household Characteristics	App-6
General	App-1	Household	App-6
Comparability with 1973 Annual Housing Survey	App-2	Head of household	App-6
Comparability with 1970 Census of Housing data	App-2	Household composition	App-6
Comparability with Current Population Survey	App-2	Family or primary individual	App-6
Living Quarters	App-2	Subfamily	App-6
Housing units	App-2	Age of head	App-7
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Rules for mobile homes, hotels, rooming houses, etc.	App-3	Own children	App-7
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Occupied housing units	App-3	FACSIMILE OF THE ANNUAL HOUSING SURVEY QUESTIONNAIRE: 1974	App-8
Race	App-3		
Spanish origin	App-3	AREA CLASSIFICATIONS	
Tenure	App-3	Counties	
Year head moved into unit	App-3	The primary divisions of most of the States are termed counties; in Louisiana the corresponding units are termed parishes. Alaska has no counties; in this State, areas designated census divisions have been defined for general statistical purposes by the State in cooperation with the Census Bureau and are treated as county equivalents. Four States (Maryland, Missouri, Nevada, and Virginia) contain one or more cities that are independent of any county; for statistical purposes these independent cities are treated as county equivalents.	
Units Occupied by Recent Movers	App-3	Standard Metropolitan Statistical Areas	
Recent movers	App-3	The definitions of standard metropolitan statistical areas used in the Annual Housing Survey correspond to the 243 SMSA's used in the 1970 census. These include the 228 SMSA's as defined and named in the Bureau of the Budget publication, <i>Standard Metropolitan Statistical Areas: 1967</i> , U.S. Government Printing Office, Washington, D.C. 20402. After 1967, 15 SMSA's were added, of which 2 were defined in January 1968 and an additional 13 were defined in February 1971 on the basis of the results of the 1970 census. Changes in SMSA definition cri-	
Present and previous units of recent movers	App-3		
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Main reason for move into present unit	App-4		
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Bedrooms	App-4		
Basement	App-4		
Year structure built	App-4		
Units in structure	App-4		
Parking facilities	App-4		
Plumbing Characteristics and Equipment	App-4		
Plumbing facilities	App-4		
Complete bathrooms	App-5		
Sewage disposal	App-5		
Air conditioning	App-5		
Automobiles and trucks available	App-5		
Garbage and trash collection service	App-5		
Financial Characteristics	App-5		
Value	App-5		

teria, boundaries, and titles made after February 1971, are not reflected in this series of reports. SMSA's are defined by the Office of Management and Budget (formerly Bureau of the Budget).

Except in the New England States, a standard metropolitan statistical area is a county or group of contiguous counties which contains at least one city of 50,000 inhabitants or more, or "twin cities" with a combined population of at least 50,000. In addition to the county or counties containing such a city or cities, contiguous counties are included in an SMSA if, according to certain criteria, they are socially and economically integrated with the central city. In the New England States, SMSA's consist of towns and cities instead of counties. Each SMSA must include at least one central city, and the complete title of an SMSA identifies the central city or cities. For a detailed description of the criteria used in defining SMSA's, see the Bureau of the Budget publication cited above.

In this report, figures for "in central cities" refer to all housing units within the legal city boundaries. For a few central cities, the figures include some housing units in parts of the city classified as rural in the 1970 census.

DEFINITIONS AND EXPLANATIONS OF SUBJECT CHARACTERISTICS

General

As stated in the introductory text of this report, the 1974 Annual Housing Survey was conducted by direct interview. The survey enumerators were instructed to read the questions directly from the questionnaire. The definitions and explanations given below for each subject are to a considerable extent drawn from various technical and procedural materials used in the collection of the data. This material helped the enumerative personnel to understand more fully the intent of each question and thus to resolve problem or unusual cases. Additional explanatory information has been

added to this portion of the text to assist the user in the proper utilization of the statistics.

Comparability with 1973 Annual Housing Survey.—The concepts and definitions are essentially the same for items that appear in both the 1974 reports and the 1973 reports. Because of the relatively small sample size, particular care should be taken in making year-to-year comparisons, especially where there are small differences between the figures.

Comparability with 1970 Census of Housing data.—The concepts and definitions used in the 1970 census are generally comparable for items that appear in both the 1970 census and the 1974 survey. The major difference, however, is the time period classifying "recent movers." In the Annual Housing Survey, recent movers are households that moved into their units during the 12 months prior to enumeration, a time period of 1 year or less. In the 1970 Census of Housing reports, different time periods were used. In Volume II, **Metropolitan Housing Characteristics**, the shortest time period for "year moved into unit," is "1969 to March 1970" (1½ years); in Volume IV, **Components of Inventory Change**, the period is 1969 to December 1970 (approximately 2 years); and in Volume VII, No. 5, **Mover Households**, the time period is April 1965 to March 1970 (approximately 5 years). Volume IV is the only 1970 census report which shows cross-tabulations of data on characteristics of present units by characteristics of previous units for recent movers. Other definitional differences, if any, are discussed under the particular subject later in this section.

Additional differences between the 1974 Annual Housing Survey data and the 1970 census data may be attributed to several factors. These include the extensive use of self-enumeration in the census in contrast to direct interview in the Annual Housing Survey; differences in processing procedures; the estimation procedures and sample designs; the sampling variability of the estimates from the Annual Housing Survey; to a smaller

extent, the sampling variability associated with the sample data from the census; the nonsampling errors associated with the Annual Housing Survey estimates; and the nonsampling errors associated with the census estimates.

Comparability with Current Population Survey.—The Current Population Survey (CPS) is a monthly sample survey of approximately 58,000 designated sample units. From the data collected in the Current Population Survey, the Census Bureau issues several publications under the general title Current Population Reports. Included are reports on household and family characteristics, mobility of the population, and income.

The concepts and definitions used in this report are essentially the same as those used in the Current Population Reports. However, there is a major difference in the concept of "mover." In this report, household heads that moved into their units during the 12 months prior to enumeration are classified as "recent movers." In the Current Population Reports, individuals whose current place of residence is different than in March 1970 are classified as "movers."

There are also likely to be significant differences between the income data shown in this report and the income data shown in the Current Population Reports. The time period covering income is different in that in this report income covers the 12 months prior to the date of enumeration while the income data in the Current Population Reports refer to the calendar year prior to the date of enumeration. There are also significant differences in the way income questions are asked. Additional differences between the 1974 Annual Housing Survey and the Current Population Survey may be attributed to factors such as the sampling variability and nonsampling errors of the figures from the two surveys, survey procedures and techniques, and processing procedures.

Living Quarters

Living quarters are classified as either housing units or group quarters. Usually,

living quarters are in structures intended for residential use (e.g., a one-family home, apartment house, hotel or motel, boarding house, or mobile home or trailer). Living quarters may also be in structures intended for nonresidential use (e.g., the rooms in a warehouse where a watchman lives), as well as in places such as tents, caves, and old railroad cars.

Housing units.—A housing unit is a house, an apartment, a group of rooms, or a single room occupied or intended for occupancy as separate living quarters. Separate living quarters are those in which the occupants do not live and eat with any other persons in the structure and which have either (1) direct access from the outside of the building or through a common hall which is used by the occupants of another unit or by the general public or (2) complete kitchen facilities for the exclusive use of the occupants. The occupants may be a single family, one person living alone, two or more families living together, or any other group of related or unrelated persons who share living arrangements (except as described in the section on group quarters). For vacant units, the criteria of separateness, direct access, and complete kitchen facilities for exclusive use are applied to the intended occupants whenever possible. If the information cannot be obtained, the criteria are applied to the previous occupants. Both occupied and vacant housing units are included in the housing inventory, except that mobile homes, trailers, tents, caves, boats, railroad cars, and the like, are included only if they are occupied.

Group quarters.—Group quarters are living arrangements for institutional inmates or for other groups containing five or more persons not related to the person in charge. Group quarters are located most frequently in institutions, boarding houses, military barracks, college dormitories, fraternity and sorority houses, hospitals, monasteries, convents, and ships. A house or apartment is considered group quarters if it is shared by the person in charge and five or more persons

*in tables 2-9 etc, his w/ previous residence
 outdoors forced into diff head
 (about 6% of diff head were outdoors in 1975 report)*

unrelated to him, or if there is no person in charge, by six or more unrelated persons. Information on the housing characteristics of group quarters was not collected.

Rules for mobile homes, hotels, rooming houses, etc.—Mobile homes or trailers, tents, boats, or railroad cars are not considered housing units if vacant, used only for business, or used only for vacations.

Occupied rooms or suites of rooms in hotels, motels, and similar places are classified as housing units only when occupied by permanent residents; i.e., persons who consider the hotel as their usual place of residence or have no usual place of residence elsewhere. Vacant rooms or suites of rooms are classified as housing units only in those hotels, motels, and similar places in which 75 percent or more of the accommodations are occupied by permanent residents.

If any of the occupants in a rooming or boarding house live and eat separately from everyone else in the building and have either direct access or complete kitchen facilities for exclusive use, their quarters are classified as separate housing units. The remaining quarters are combined. If the combined quarters contain four or fewer roomers unrelated to the head, they are classified as one housing unit; if the combined quarters contain five or more roomers unrelated to the head or person in charge, they are classified as group quarters. In a dormitory, residence hall, or similar place, living quarters of the supervisory staff and other employees are separate housing units if they satisfy the housing unit criteria; other living quarters are considered group quarters.

Institutions.—Living quarters of staff personnel are separate housing units if they satisfy the housing unit criteria. Other living quarters are considered group quarters.

Occupancy Characteristics

Occupied housing units.—A housing unit is classified as occupied if a person or group of persons is living in it at the time

of enumeration or if the occupants are only temporarily absent—for example, on vacation. However, if the unit was occupied entirely by persons with a usual place of residence elsewhere, the unit is classified as vacant. By definition, the count of occupied housing units is the same as the count of households.

Race.—The classification by race shown here refers to the race of the head of the household occupying the housing unit. The concept of race as used by the Census Bureau does not denote clear-cut scientific definitions of biological stock. The classification of race in the 1974 Annual Housing Survey was made by the enumerator based on his own observation. In the 1970 census, race was essentially a self-classification by people according to the race with which they identified themselves. Detailed characteristics of units with Negro head of household are presented in separate tables.

Spanish origin.—The classification by Spanish origin here refers to the origin of the head of the household occupying the housing unit. Detailed characteristics of units with head of Spanish origin are presented in separate tables. Spanish origin was determined on the basis of a question that asked for self-identification of a person's origin or descent. Respondents were asked to select their origins from a "flash card." Persons of Spanish origin were those who indicated that their origin was either Mexican-American, Chicano, Mexican, Mexicano, Puerto Rican, Cuban, Central or South American, or other Spanish.

In the 1970 census and current surveys' reports, Spanish persons are identified according to various criteria: Birthplace, birthplace of parents, language, surname, and origin or descent. For this reason, care should be taken in making comparisons of Spanish origin estimates from the Annual Housing Survey and other surveys.

Tenure.—A housing unit is "owner occupied" if the owner or co-owner lives in the unit, even if it is mortgaged or not

fully paid for. A cooperative or condominium unit is "owner occupied" only if the owner or co-owner lives in it. All other occupied units are classified as "renter occupied," including units rented for cash rent and those occupied without payment of cash rent.

Year head moved into unit.—Data on year moved into unit are based on the information reported for the head of the household. The question refers to the year of latest move. Thus, if the head moved back into a unit he had previously occupied, the year of his latest move was to be reported; if he moved from one apartment to another in the same building, the year he moved into his present unit was to be reported. The intent is to establish the year the present occupancy by the head began. The year the head moves is not necessarily the same year other members of the household move, although in the great majority of cases the entire household moves at the same time.

Units Occupied by Recent Movers

Recent movers.—Households that moved into their present units within 12 months prior to the date of enumeration are termed "recent movers." The household is classified by year moved into unit on the basis of information reported for the head of the household.

Present and previous units of recent movers.—The "present" unit is the unit occupied by the recent mover at the time of enumeration. The previous unit is the unit from which he moved. If the household moved more than once during the 12 months prior to the date of enumeration, the previous unit is the one from which the household last moved.

Same or different head.—Characteristics of the present and previous units occupied by recent movers are largely restricted to households that were essentially the same in the two units. The definitions of the characteristics for the previous unit are generally the same as those for the present unit.

A household for which the head in the present unit is the same person as the head in the previous unit (identified in the tables as "same head") is considered essentially the same even though there may have been some changes in the composition of the household. Conversely, a household in which there was no change except for a new household head was considered a household with "different head."

Main reason for move into present unit.—

The statistics presented are restricted to units occupied by recent movers in which the present head of household was also the head at the previous unit he occupied. The classification categories refer to the principal reason the head of the household moved into his present unit. The category "job related reasons" refers to reasons such as job transfer, new job, retirement, and commuting reasons. The category "family status" refers to reasons such as newly married, family increased in size, and moved to be closer to relatives. The category "housing needs" refers to reasons such as wanted to own his own residence, wanted a less expensive house, and didn't like his old neighborhood. The category "other reasons" includes reasons for moving which do not fall into any of the above classifications.

Utilization and Structural Characteristics

Persons.—All persons occupying the housing unit are counted. These persons include not only occupants related to the head of the household but also any lodgers, roomers, boarders, partners, wards, foster children, and resident employees who share the living quarters of the household head. The data on "persons" show the number of housing units occupied by the specified number of persons.

A person is enumerated at his usual place of residence. This refers to the place where the person lives and sleeps most of the time. This place is not necessarily the same as his legal residence, voting residence, or domicile.

Rooms.—The statistics on "rooms" are in terms of the number of housing units

with specified number of rooms. Rooms counted include whole rooms used for living purposes such as living rooms, dining rooms, bedrooms, kitchens, finished attic or basement rooms, recreation rooms, permanently enclosed porches that are suitable for year-round use, and lodgers' rooms. Also included are rooms used for offices by a person living in the unit.

A partially divided room, such as a dinette next to a kitchen or living room, is a separate room only if there is a partition from floor to ceiling, but not if the partition consists only of shelves or cabinets.

Not included in the count of rooms are bathrooms, halls, foyers or vestibules, balconies, closets, alcoves, pantries, strip or pullman kitchens, laundry or furnace rooms, unfinished attics or basements, other unfinished space used for storage, open porches, trailers used only as bedrooms, and offices used only by persons not living in the unit.

If a room is used by occupants of more than one unit, the room is included with the unit from which it is most easily reached.

Persons per room.—"Persons per room" is computed for each occupied unit by dividing the number of persons in the unit by the number of rooms in the unit. The figures shown refer, therefore, to the number of housing units having the specified ratio of persons per room.

Bedrooms.—The number of bedrooms in the unit is the count of rooms used mainly for sleeping, even if also used for other purposes. Rooms reserved for sleeping such as guest rooms, even though used infrequently, are counted as bedrooms. On the other hand, rooms used mainly for other purposes, even though used also for sleeping, such as a living room with a hideaway bed, are not considered bedrooms. A housing unit consisting of only one room, such as one-room efficiency apartment, is classified, by definition, as having no bedroom.

Basement.—Statistics on basements are presented in terms of the number of housing units located in structures built

with a basement. A structure has a basement if there is enclosed space in which persons can walk upright under all or part of the building.

Year structure built.—Year structure built refers to when the building was first constructed, not when it was remodeled, added to, or converted. The figures relate to the number of units in structures built during the specified periods and in existence at the time of enumeration. For mobile homes and trailers, the model year was assumed to be the year built.

Units in structure.—In the determination of the number of units in a structure, all housing units, both occupied and vacant, were counted. The statistics are presented in terms of the number of housing units in structures of specified type and size, not in terms of the number of residential structures. A structure is a separate building that either has open space on all sides or is separated from other structures by dividing walls that extend from ground to roof.

When one or more rooms have been added to a mobile home or trailer it is classified as a one-family house. If, however, only a porch or shed has been added, it is still counted as a mobile home or trailer. In tables 1, 10, and 19, mobile homes and trailers are shown as a separate category; in tables 3, 12, and 21, they are included in the "1 unit" category.

Parking facilities.—The statistics on parking facilities presented in this report are restricted to renter-occupied units for which cash rent is paid and exclude one-family homes on 10 acres or more. The data refer to off-street parking facilities which are available in connection with the building. The facilities are provided by the landlord or management and must be available without an additional cost to the renter. The parking facility may be a garage, carport, driveway, or open lot where the occupant may park his car off the street.

Plumbing Characteristics and Equipment

Plumbing facilities.—The category "with all plumbing facilities" consists of units

APPENDIX A—Continued

which have hot and cold piped water inside the structure as well as a flush toilet and a bathtub or shower inside the structure for the exclusive use of the occupants of the unit. All plumbing facilities must be located in the structure but they need not be in the same room. "Lacking some or all plumbing facilities" means that the unit does not have all three specified plumbing facilities (hot and cold piped water, as well as flush toilet and bathtub or shower inside the structure), or that the toilet or bathing facilities are also for the use of the occupants of other housing units.

Complete bathrooms.—In this report, counts are shown only for occupied housing units which have more than one complete bathroom; i.e., one complete bathroom plus half bath as well as those with two bathrooms or more. A housing unit is classified as having a complete bathroom if it has a room with a flush toilet and bathtub or shower and a wash basin, as well as piped hot water in the structure for the exclusive use of the occupants of the unit. A half bathroom has either a flush toilet or a bathtub or shower for exclusive use, but does not have all the facilities for a complete bathroom.

Sewage disposal.—In this report, counts are shown only for occupied housing units with a public sewer. A public sewer is connected to a city, county, sanitary district, neighborhood, or subdivision sewer system. It may be operated by a governmental body or private organization. Small sewage treatment plants which in some localities are called neighborhood septic tanks are classified as public sewers. Not included in the category "with public sewer" are septic tanks, cesspools, chemical toilets, privies, and other means of sewage disposal.

Air conditioning.—Air conditioning is defined as the cooling of air by a refrigeration unit; excluded are evaporative coolers, fans, or blowers which are not connected to a refrigeration unit. A room unit is an individual air conditioner which

is installed in a window or an outside wall and is generally intended to cool one room, although it may sometimes be used to cool more than one room. A central system is a central installation which air conditions the entire housing unit. In an apartment building, a central system may cool all apartments in the building, each apartment may have its own central system, or there may be several systems, each providing central air conditioning for a group of apartments. A central installation with individual room controls is a central air-conditioning system.

Automobiles and trucks available.—Statistics on automobiles available represent the number of passenger automobiles, including station wagons, which are owned or regularly used by any member of the household and which are ordinarily kept at home. The figures include leased automobiles, taxicabs, and company-owned automobiles kept at home. Police cars, pickups, or larger trucks were not to be counted. In the 1973 Annual Housing Survey, taxicabs kept at home were not included in the count of "automobiles available."

The data on trucks available represent the number of pickups and small panel trucks of one-ton capacity or less which are owned or regularly used by any member of the household and which are ordinarily kept at home. Trucks used for business purposes were included only if also used for personal activities of household members.

The statistics do not reflect the number of privately owned automobiles or trucks or the number of households owning such vehicles.

Garbage and trash collection service.—The statistics on garbage and trash collection service presented in this report are restricted to renter-occupied units for which cash rent is paid and exclude one-family homes on 10 acres or more. The data refer to whether or not the cost of garbage and trash collection service is paid by the renter. The service may be public or private. If the garbage (food waste) is collected by one company and

the trash (paper, cans, etc.) by another, the data refer to the garbage collection service.

Financial Characteristics

Value.—Value is the respondent's estimate of how much the property (house and lot) would sell for if it were for sale. The statistics on value are shown only for one-family homes on less than 10 acres without a commercial establishment or medical or dental office on the property. Owner-occupied cooperatives, condominiums, mobile homes, and trailers are excluded from the value tabulations.

Median value is shown separately for housing units with garage or carport on property. The garage or carport must be currently available for use by the occupants of the unit; i.e., the members of the household can use it for parking even if it is currently used as a storage area for items such as lawn equipment or furniture. It may be attached to the house or it may be completely unattached, but it must be on the property. Excluded are garages or carports that have been converted to other uses such as living quarters, an extra room for business purposes, rented to someone else, or for some reason cannot be used for parking.

Gross rent.—The computed rent termed "gross rent" is the contract rent plus the estimated average monthly cost of utilities (electricity, gas, water) and fuels (oil, coal, kerosene, wood, etc.), if these items are paid for by the renter (or paid for him by someone else, such as a relative, welfare agency, or friend) in addition to rent. Contract rent is the monthly rent agreed to, or contracted for, regardless of any furnishings, utilities, or services that may be included. Thus, gross rent is intended to eliminate differentials which result from varying practices with respect to the inclusion of utilities and fuel as part of the rental payment. The estimated costs of water and fuels are reported on a yearly basis but they are converted to monthly figures in the computation process.

The statistics on rent exclude one-family houses on 10 acres or more. Rent-

er units occupied without payment of cash rent are shown separately as "no cash rent" in the rent tabulations.

Mortgage on property.—Statistics are presented on the number of owner-occupied housing units with a mortgage or similar debt and whether the mortgage or similar debt is insured. The data are restricted to one-family homes on less than 10 acres without a commercial establishment or medical or dental office on the property. "Mortgage or similar debt" refers to all forms of debt where the property is pledged as security for repayment of the debt by the head of household or other household members. Included are such debt instruments as mortgages, deeds of trust, mortgage bonds, vendors' liens, and contracts to purchase.

The Federal Housing Administration insures loans on homes. The Veterans Administration guarantees or insures loans under the Serviceman's Readjustment Act (G.I. Bill). The Farmers' Home Administration provides much the same service as the Federal Housing Administration, but confines its assistance to rural areas. Private mortgage insurance companies insure loans that are not insured or guaranteed by an agency of the Federal government. It should be noted that many conventional loans are not insured or guaranteed at all.

Public or subsidized housing.—A housing unit is classified as being in a "public housing project" if the structure in which the unit is located is owned by a local housing authority or other public agency, such as a housing and redevelopment authority or a housing development agency, and operated as public housing. These organizations may receive subsidies from the Federal or State government but the local agency owns the property. All other housing units are classified as "private housing."

Private housing units are further classified by whether the unit is subsidized; that is, the respondent pays a lower rent because a Federal, State, or local government program pays part of the cost of construction, building mortgage, or oper-

ating expenses. These programs include (1) the interest subsidy programs of the Department of Housing and Urban Development (HUD) for rental and cooperative housing for moderate-income families, (2) the rent supplement program where part of the rent for low-income families occupying certain types of rental housing projects is paid by HUD, and (3) the direct loan program of HUD for housing the elderly.

The statistics on public or subsidized housing exclude one-family homes on 10 acres or more and renter units occupied without payment of cash rent. In addition, the data are not based on government or local records; the figures are, therefore, subject to the ability of a respondent to properly classify his unit as public or private and, if private, as subsidized or nonsubsidized housing.

Household Characteristics

Household.—A household consists of all the persons who occupy a housing unit. By definition, the count of households is the same as the count of occupied housing units.

Head of household.—One person in each household is designated as the "head"; that is, the person who is regarded as the head by the members of the household. However, if a married woman living with her husband is reported as the head, her husband was considered the head for the purpose of simplifying the tabulations.

Household composition.—Statistics by age of head are presented separately for two-or-more-person households and for one-person households. Households having two or more persons are further subdivided as follows:

Male head, wife present, no nonrelatives.—Each household in this group consists of the head and his wife, and other persons, if any, all of whom are related to him.

Other male head.—This category includes households with male head, wife present, with nonrelatives living

with them; male heads who are married, but with wife absent because of separation or other reason where husband and wife maintain separate residences; and male heads who are widowed, divorced, or single.

Female head.—This group comprises households with female heads regardless of their marital status. Included are female heads with no spouse and female heads whose husbands are living away from their families, for example, husbands in the Armed Forces living on military installations.

Households consisting of only one person are shown separately as "one-person households" and are not included in the subcategories "other male head" and "female head."

Family or primary individual.—Housing units are occupied by either "families" or "primary individuals." The term "family" refers to the head of a household and all (one or more) other persons living in the same household who are related to the head by blood, marriage, or adoption. If the head lives alone or with nonrelatives only, then the head is considered a "primary individual."

Married couples related to the head of a family are included in the family and are not considered as separate families. A lodger, servant, or other person unrelated to the head is considered a member of the household but not of the family.

In the statistics on household composition, families are always included in one of the three major groups of two-or-more-person households. Primary individuals with nonrelatives living with them are tabulated as "other male head" or "female head." Primary individuals living alone are always tabulated as "one-person households."

Subfamily.—A subfamily is a married couple with or without children, or one parent with one or more own single (never married) children under 18 years old, living in a household and related to, but not including the head of the household or his wife. The most common

APPENDIX A—Continued

example of a subfamily is a young married couple sharing the home of the husband's or wife's parents.

Age of head.—The age classification refers to the age reported for the head of the household as of his last birthday.

Persons 65 years old and over.—All persons, including the head, who are members of the household and are 65 years and over are included in the count of persons 65 years old and over.

Own children.—Statistics on presence of "own" children of household heads are shown in this report. A child under 18 years old is defined as an "own" child if he or she is a single (never married) son, daughter, stepchild, or adopted child of a household head. Own children of subfamilies are excluded from the total count of own children.

Nonrelative.—A nonrelative of the head is any person in the household who is not related to the head by blood, marriage, or adoption. Roomers, boarders, lodgers, partners, resident employees, wards, and foster children are included in this category.

Income.—The statistics on income in the Annual Housing Survey are based on the respondent's reply to questions on income for the 12 months prior to enumeration and is the sum of the amounts reported for wage and salary income, net self-employment income, Social Security or railroad retirement income, public assistance or welfare payments, and all other money income. The figures represent the amount of income received before deductions for personal income taxes, Social Security, union dues, bond purchases, health insurance premiums, Medicare deductions, etc.

In this report, the statistics relate to the money income of the family or primary individual occupying the housing unit, that is, the sum of the income of the

head of the family and all other members of the family 14 years old and over or the income of the primary individual. Incomes of persons living in the unit but not related to the head of the household are not included in this sum.

Wage or salary income is defined as the total money earnings received for work performed as an employee at any time during the 12-month period prior to enumeration. It includes wages, salary, piece rate payments, commissions, tips, cash bonuses, and Armed Forces pay. Net self-employment income is defined as net money income (gross receipts minus operating expenses) received from a business, professional practice, partnership, or farm in which the person was engaged on his own account.

Social Security or railroad retirement income includes cash receipts of Social Security pensions; survivors' benefits; disability insurance programs for retired persons, dependents of deceased insured workers, or disabled workers; and deductions for Medicare and health insurance premiums. Cash receipt of retirement, disability, and survivors' benefit payments made by the U.S. Government under the Railroad Retirement Act are also included. Separate payments received for hospital or other medical care are not included.

Income from all other sources includes money income received from sources such as periodic payments from estates and trust funds; dividends; interest; net rental income (or loss) from property rentals; net receipts from roomers or boarders; net royalties; public assistance or welfare payments which include cash receipts received from public assistance programs such as old age assistance, aid to families with dependent children, and aid to the blind or totally disabled; unemployment insurance benefits; money received for transportation and/or subsistence by persons participating in special governmental training programs such as the Area Redevelopment Act and the Man-

power Development and Training Act; workmen's compensation cash benefits; periodic payments by the Veterans Administration to disabled members of the Armed Forces or to survivors of deceased veterans; public or private pensions; periodic receipts from insurance policies or annuities; alimony or child support from persons who are not members of the household; net gambling gains; and nonservice scholarships and fellowships.

Receipts from the following sources were not included as income: Value of income "in kind" such as free living quarters, housing subsidies, food stamps, or food produced and consumed in the home; money received from the sale of property (Unless the recipient was engaged in the business of selling such property); money borrowed; tax refund; withdrawal of bank deposits; accrued interest on "uncashed" savings bonds; exchange of money between relatives living in the same household; and gifts and lump-sum insurance payments, inheritances, and other types of lump-sum receipts.

The income statistics and the characteristics of the household refer to different periods in time; the income data refer to the 12 months prior to enumeration whereas the household characteristics refer to the date of enumeration. Thus, the income of the family does not include amounts received by persons who were members of the family during all or part of the income period if these persons no longer resided with the family at the time of enumeration. On the other hand, family income includes amounts reported by related persons who did not reside with the family during the income period but who were members of the family at the time of enumeration. For most families, however, the income reported was received by persons who were members of the family throughout the income period.

APPENDIX A—Area Classifications and Definitions and Explanations of Subject Characteristics

AREA CLASSIFICATIONS	App-1	Persons per room	App-8	Mortgage or debt status	App-15
Urban and rural residence	App-1	Bedrooms	App-8	Mortgage insurance	App-15
Farm-nonfarm residence	App-2	Structural Characteristics	App-8	Real estate taxes last year	App-15
Counties	App-2	Complete kitchen facilities	App-8	Property insurance	App-15
Standard Metropolitan Statistical Areas	App-2	Condition of kitchen facilities	App-9	Selected monthly housing costs	App-15
DEFINITIONS AND EXPLANATIONS OF SUBJECT CHARACTERISTICS	App-2	Basement	App-9	Selected monthly housing costs as percentage of income	App-15
General	App-2	Year structure built	App-9	Acquisition of property	App-16
Comparability with 1973 Annual Housing Survey	App-2	Units in structure	App-9	Alterations and repairs during last 12 months	App-16
Comparability with 1970 Census of Housing data	App-2	Elevator in structure	App-9	Plans for improvements during next 12 months	App-16
Comparability with 1970 Census of Population data	App-3	Storm windows, storm doors, and attic or roof insulation	App-9	Purchase price of mobile home	App-16
Comparability with other current reports	App-3	Mobile homes anchored with tie downs or other means	App-9	Year mobile home acquired	App-17
Living Quarters	App-4	In group of 6 or more mobile homes	App-9	Mobile home acquired new	App-17
Housing units	App-4	Roof	App-10	Contract rent	App-17
Group quarters	App-4	Interior ceilings and walls	App-10	Gross rent	App-17
Rules for mobile homes, hotels, rooming houses, etc.	App-5	Interior floors	App-10	Gross rent in nonsubsidized housing	App-17
Institutions	App-5	Selected structural deficiencies and wish to move	App-10	Gross rent as percentage of income	App-17
Year-round housing units	App-5	Overall opinion of structure	App-10	Gross rent in nonsubsidized housing as percentage of income	App-17
Changes in the Housing Inventory	App-5	Common stairways	App-10	Rent asked	App-17
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Main reason for move into present unit	App-7	Heating equipment	App-12	Income	App-19
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Vacancy status	App-7	Automobiles and trucks available	App-12		
Homeowner vacancy rate	App-8	Fuels used for house heating and cooking	App-12		
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Utilization Characteristics	App-8	Garbage collection service	App-13		
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		Financial Characteristics	App-14		
		Value	App-14		
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				FACSIMILE OF THE ANNUAL HOUSING SURVEY QUESTIONNAIRE: 1974	App-20
				AREA CLASSIFICATIONS	
				Urban and rural residence.—Urban housing comprises all housing units in urbanized areas and in places of 2,500 inhabitants or more outside urbanized areas. More specifically, urban housing consists of all housing units in (a) places of 2,500 inhabitants or more incorporated as cities,	

villages, boroughs (except Alaska), and towns (except in the New England States, New York, and Wisconsin), but excluding those housing units in the rural portions of extended cities; (b) unincorporated places of 2,500 inhabitants or more; and (c) other territory, incorporated or unincorporated, included in urbanized areas. Housing units not classified as urban constitute rural housing. Information on the historical development of the urban-rural definition appears in the 1970 Population Census PC(1)-A reports.

In the Annual Housing Survey, the urban and rural residence classification of the housing units is the same as in the 1970 census.

Farm-nonfarm residence.—In rural areas, occupied housing units are subdivided into rural-farm housing, which comprises all rural units on farms, and rural-nonfarm housing, which comprises the remaining rural units. Occupied housing units are classified as farm units if they are located on places of 10 or more acres from which sales of farm products amounted to \$50 or more during the 12-month period prior to enumeration, or on places of less than 10 acres from which sales of farm products amounted to \$250 or more during the 12-month period prior to enumeration. Occupied units in rural territory which do not meet the definition for farm housing are classified as nonfarm. All vacant units in rural areas also are classified as nonfarm.

Counties

The primary divisions of most of the States are termed counties; in Louisiana the corresponding units are termed parishes. Alaska has no counties; in this State, areas designated census divisions have been defined for general statistical purposes by the State in cooperation with the Census Bureau and are treated as county equivalents. Four States (Maryland, Missouri, Nevada, and Virginia) contain one or more cities that are independent of any county; for statistical purposes these independent cities are treated as county equivalents.

Standard Metropolitan Statistical Areas

The definitions of standard metropolitan statistical areas used in the Annual Housing Survey correspond to the 243 SMSA's used in the 1970 census. These include the 228 SMSA's as defined and named in the Bureau of the Budget publication, **Standard Metropolitan Statistical Areas: 1967**, U.S. Government Printing Office, Washington, D.C. 20402. After 1967, 15 SMSA's were added, of which 2 were defined in January 1968 and an additional 13 were defined in February 1971 on the basis of the results of the 1970 census. Changes in SMSA definition criteria, boundaries, and titles made after February 1971 are not reflected in this series of reports. SMSA's are defined by the Office of Management and Budget (formerly Bureau of the Budget).

Except in the New England States, a standard metropolitan statistical area is a county or group of contiguous counties which contains at least one city of 50,000 inhabitants or more, or "twin cities" with a combined population of at least 50,000. In addition to the county or counties containing such a city or cities, contiguous counties are included in an SMSA if, according to certain criteria, they are socially and economically integrated with the central city. In the New England States, SMSA's consist of towns and cities instead of counties. Each SMSA must include at least one central city, and the complete title of an SMSA identifies the central city or cities. For a detailed description of the criteria used in defining SMSA's, see the Bureau of the Budget publication cited above.

In this report, figures for "in central cities" refer to all housing units within the legal city boundaries. For a few central cities, the figures include some housing units in parts of the city classified as rural in the 1970 census.

DEFINITIONS AND EXPLANATIONS OF SUBJECT CHARACTERISTICS

General

As stated in the introductory text of this report, the 1974 Annual Housing Survey

was conducted by direct interview. The survey enumerators were instructed to read the questions directly from the questionnaire. The definitions and explanations given below for each subject are to a considerable extent drawn from various technical and procedural materials used in the collection of the data. This material helped the enumerative personnel to understand more fully the intent of each question and thus to resolve problem or unusual cases. Additional explanatory information has been added to this portion of the text to assist the user in the proper utilization of the statistics.

Comparability with 1973 Annual Housing Survey.

—Although the concepts and definitions used in the 1974 reports are essentially the same as those used in the 1973 reports, there are likely to be differences which are discussed under the particular subject later in the section. Because of the relatively small sample size, particular care should be taken in making year-to-year comparisons, especially where there are small differences between figures.

The 1970 data in the 1973 and 1974 part A reports and in this report may not be the same due to differing processing procedures.

Comparability with 1970 Census of Housing data.

—The concepts and definitions are essentially the same for items that appear in both the 1970 census and the 1974 survey. A major difference, however, is the time period classifying "recent movers." In the Annual Housing Survey, recent movers are households that moved into their unit during the 12 months prior to enumeration, a time period of 1 year or less. In the 1970 Census of Housing reports, different time periods were used. In Volume II, **Metropolitan Housing Characteristics**, the shortest time period for "year moved into unit," is "1969 to March 1970" (1½ years); in Volume IV, **Components of Inventory Change**, the period is 1969 to December 1970 (approximately 2 years); and in Volume VII, No. 5, **Mover Households**, the time period is April 1965 to March 1970

APPENDIX A—Continued

(approximately 5 years). Other definitional differences, if any, are discussed under the particular subject. Additional differences between the 1974 Annual Housing Survey data and the 1970 census data may be attributed to several factors. These include the extensive use of self-enumeration in the census in contrast to direct interview in the Annual Housing Survey; differences in processing procedures; the estimation procedures and sample designs; the sampling variability of the estimates from the Annual Housing Survey; to a smaller extent, the sampling variability associated with the sample data from the census; the nonsampling errors associated with the Annual Housing Survey estimates; and the nonsampling errors associated with the census estimates.

Statistics on counts and characteristics of changes in the housing inventory between the 1960 and 1970 censuses are given for the United States and for 15 selected SMSA's in the 1970 Census of Housing, Volume IV, **Components of Inventory Change**. In volume IV the data are based on information for a sample of housing units enumerated in late 1970 as part of the 1970 census. Data are provided for such components of change between 1960 and 1970 as new construction, conversions, other additions, demolitions, mergers, other losses, and housing units that were the same in 1960 and in 1970.

In tables 20 and 21 of this report, data are shown only for new construction units and units removed from the inventory by demolition, disaster, or some other means. The 1974 data on new construction were obtained primarily by enumeration of a sample of units selected from building permits. The 1970 **Components of Inventory Change** data were obtained from the 1970 census tabulations of the "year structure built" item; i.e., housing units built in 1960 or later were classified as added by "new construction."

Data as of 1970 for "mortgage status," "mortgage insurance," "real estate taxes last year," "selected monthly housing costs," and "acquisition of property" are

presented in the 1970 Census of Housing, Volume V, **Residential Finance**. In volume V, the data are based on information collected for a sample of housing units in the Residential Finance Survey which was conducted in 1971 as part of the 1970 census. The 1970 report provided data on the financing of homeowner and rental properties, including characteristics of the mortgages, properties, and homeowners.

Differences in the concepts and definitions between the data in this report and volume V include the following. The basic unit of tabulation in this report is the housing unit; in volume V, it is the property. Data on mortgage status and mortgage insurance in this report are based on the occupant's answer; in volume V, mortgage status and mortgage insurance were verified by the lender. In this report, real estate taxes and selected monthly housing costs reflect the total amount of real estate taxes and housing costs, excluding special assessments such as sewer taxes, road improvement taxes, and tax collection charges; in volume V, real estate taxes and selected monthly housing costs *include* special assessments.

Comparability with 1970 Census of Population data.—In the 1970 census, data for years of school completed were based on responses to two questions, the highest grade or year of regular school each household member attended and whether or not that grade or year was completed. In the 1974 Annual Housing Survey, data for years of school completed were based on responses to a single question, the highest grade or year of regular school completed by the head. Therefore, the 1974 Annual Housing Survey may overstate the education level of the head of the household; that is, respondents may have reported the grade or year the head was currently enrolled in or had last been enrolled in whether or not the grade or year was completed.

Comparability with other current reports.—This report contains information similar to that contained in some of the other current Census Bureau reports, such

as the Current Housing Report, **Housing Vacancies**, the Current Population Reports, and the Current Construction Reports, published by the Bureau of the Census. Because of procedural differences mentioned below, care should be taken when comparing data from the Annual Housing Survey with data from other current surveys.

Comparability with Housing Vacancy Survey.—Data on vacancy rates and characteristics of vacant units from the Housing Vacancy Survey are available for the United States by inside and outside standard metropolitan statistical areas. This nationwide survey, covering a sample of approximately 58,000 housing units (occupied and vacant), is conducted monthly by the Bureau of the Census in conjunction with its Current Population Survey. Data are published quarterly and annually in Current Housing Reports, Series H-111, **Housing Vacancies**.

The concepts and definitions used in the 1974 Annual Housing Survey and the Housing Vacancy Survey are the same. Differences may be attributed to factors such as sampling variability, nonsampling errors, survey techniques, and processing procedures.

Current Population Reports from the Current Population Survey.—The Current Population Survey is a monthly sample survey of approximately 58,000 designated sample units. From the data collected in the Current Population Survey, the Bureau issues several publications under the general title Current Population Reports. Included are reports on household and family characteristics, mobility of the population, and income.

Although the concepts and definitions used in this report are essentially the same as those used in the Current Population Reports and the intent of both the Annual Housing Survey and the Current Population Survey is the same, there are likely to be significant differences in the data on income and years of school completed. The time period covering income is different in that in this report income covers the 12 months prior to the date of

enumeration, while the income data in the Current Population Survey refer to the calendar year prior to the date of enumeration. There are also significant differences in the way income questions are asked. For years of school completed, the differences cited in the section, "Comparability with 1970 Census of Population data," also apply to the Current Population Survey.

Additional differences between the 1974 Annual Housing Survey and the Current Population Survey may be attributed to factors such as the sampling variability and nonsampling errors of the figures from the two surveys, survey procedures and techniques, and processing procedures.

Current Population Reports from the Survey of Purchases and Ownership.—The 1974 Survey of Purchases and Ownership is a sample survey, covering approximately 20,000 of the designated sample units in the 1974 Annual Housing Survey. Data are collected on ownership, availability, and recent purchases of automobiles and other vehicles, television sets, and selected major household appliances. Information on the price paid is obtained for recently purchased items. The data will be available in the Current Population Reports, Series P-65; **Consumer Buying Indicators**.

Although the Survey of Purchases and Ownership was taken in conjunction with the Annual Housing Survey, there are differences in the concepts and definitions between the two. For example, the data on automobiles and other four-wheel vehicles, such as pickup trucks and passenger vans, collected in the Survey of Purchases and Ownership reflect the number of such vehicles that are owned or being bought by a member of the family. The data collected in the Annual Housing Survey reflect the number of automobiles or trucks owned or regularly used by any member of the household, including non-relatives. Additional differences may be attributed to such factors as estimation procedures, sampling variability, and nonsampling errors.

Current Construction Reports from the Survey of Construction and Survey of Residential Alterations and Repairs.—The Census Bureau issues several publications under the general title, Current Construction Reports. The data for these reports are primarily from the Survey of Construction and Survey of Residential Alterations and Repairs.

The Survey of Construction consists of approximately 14,000 permit-issuing places throughout the United States. The reports from the survey contain current data on housing starts and completions, construction authorized by building permits, housing units authorized for demolition in permit-issuing places for selected areas, and new one-family homes sold and for sale. The concepts and definitions used in this report differ from some of those used in the Survey of Construction. The major difference is that the Survey of Construction shows counts and characteristics of housing units in various stages of construction through completion. The Annual Housing Survey shows counts and characteristics of the existing housing inventory. Additional differences between the 1974 Annual Housing Survey and the Survey of Construction may be attributed to factors such as the sampling variability and nonsampling errors of the figures from the two surveys, survey procedures and techniques, and processing procedures.

The Survey of Residential Alterations and Repairs is a sample survey of approximately 5,000 designated owner-occupied properties. The survey collects data on expenditures by property owners for upkeep and improvement of residential properties including renter-occupied housing units, single as well as multiunit structures, and units on 10 acres or more. The data on alterations and repairs in this report are restricted to one-family homes on less than 10 acres and no business on property. For additional information on the Survey of Residential Alterations and Repairs, see Current Construction Reports, Series C50, **Residential Alterations and Repairs**.

Living Quarters

Living quarters are classified as either housing units or group quarters. Usually, living quarters are in structures intended for residential use (e.g., a one-family home, apartment house, hotel or motel, boarding house, or mobile home or trailer). Living quarters may also be in structures intended for nonresidential use (e.g., the rooms in a warehouse where a watchman lives), as well as in places such as tents, caves, and old railroad cars.

Housing units.—A housing unit is a house, an apartment, a group of rooms, or a single room occupied or intended for occupancy as separate living quarters. Separate living quarters are those in which the occupants do not live and eat with any other persons in the structure and which have either (1) direct access from the outside of the building or through a common hall which is used or intended to be used by the occupants of another unit or by the general public or (2) complete kitchen facilities for the exclusive use of the occupants. The occupants may be a single family, one person living alone, two or more families living together, or any other group of related or unrelated persons who share living arrangements (except as described in the section on group quarters). For vacant units, the criteria of separateness, direct access, and complete kitchen facilities for exclusive use are applied to the intended occupants whenever possible. If the information cannot be obtained, the criteria are applied to the previous occupants. Both occupied and vacant housing units are included in the housing inventory, except that mobile homes, trailers, tents, caves, boats, railroad cars, and the like, are included only if they are occupied.

Group quarters.—Group quarters are living arrangements for institutional inmates or for other groups containing five or more persons not related to the person in charge. Group quarters are located most frequently in institutions, boarding houses, military barracks, college dormitories, fraternity and sorority houses,

APPENDIX A—Continued

hospitals, monasteries, convents, and ships. A house or apartment is considered group quarters if it is shared by the person in charge and five or more persons unrelated to him, or if there is no person in charge, by six or more unrelated persons. Information on the housing characteristics of group quarters was not collected.

Rules for mobile homes, hotels, rooming houses, etc.—Mobile homes or trailers, tents, boats, or railroad cars are not considered housing units if vacant, used only for business, or used only for vacations.

Occupied rooms or suites of rooms in hotels, motels, and similar places are classified as housing units only when occupied by permanent residents; i.e., persons who consider the hotel as their usual place of residence or have no usual place of residence elsewhere. Vacant rooms or suites of rooms are classified as housing units only in those hotels, motels, and similar places in which 75 percent or more of the accommodations are occupied by permanent residents.

If any of the occupants in a rooming or boarding house live and eat separately from everyone else in the building and have either direct access or complete kitchen facilities for exclusive use, their quarters are classified as separate housing units. The remaining quarters are combined. If the combined quarters contain four or fewer roomers unrelated to the head, they are classified as one housing unit; if the combined quarters contain five or more roomers unrelated to the head or person in charge, they are classified as group quarters. In a dormitory, residence hall, or similar place, living quarters of the supervisory staff and other employees are separate housing units if they satisfy the housing unit criteria; other living quarters are considered group quarters.

Institutions.—Living quarters of staff personnel are separate housing units if they satisfy the housing unit criteria. Other living quarters are considered group quarters.

Year-round housing units.—Data on housing characteristics are limited to year-round housing units; i.e., all occupied units plus vacant units which are intended for year-round use. Vacant units intended for seasonal occupancy and vacant units held for migratory labor are excluded because it is difficult to obtain reliable information for them. However, this report does present counts of the total housing inventory which includes all vacant housing units.

The statistics in the 1974 reports shown for "all year-round housing units" may not be comparable to the corresponding data shown in the 1973 reports, because the 1974 tabulations included an estimation procedure which adjusted the survey counts of "vacant year-round" and "vacant seasonal and migratory" units separately to independent current estimates. (See section on "Estimation" in Appendix B—Source and Reliability of the Estimates.) In 1973, vacant seasonal and migratory units were combined with several categories of year-round vacancies (rented or sold, not occupied; held for occasional use; and other vacant) and adjusted to the combined total of the independent estimates for these categories. Thus, the 1974 data for "vacant seasonal and migratory housing units" and for "all year-round housing units" adhere more closely to the independently derived current estimates than they did in 1973. The 1974 characteristics for "all occupied units," "owner occupied," and "renter occupied" are, however, comparable with the corresponding 1973 data.

Changes in the Housing Inventory

Units added by new construction.—A housing unit built in April 1970 or later is classified as a unit added by "new construction." Vacant units under construction at the time of enumeration were enumerated only if construction had proceeded to a point that all exterior windows and doors were installed and final usable floors were in place. Housing units built during this period but removed from the housing inventory before enumera-

tion are not reflected in the figures of this report. In the Annual Housing Survey, data on new construction were obtained primarily by the enumeration of a sample of units selected from building permits; in the 1970 Census of Housing, Volume IV, **Components of Inventory Change**, new construction data were obtained from tabulations of the 1970 census sample records of units built 1960 or later.

Units lost from the inventory.—In this report characteristics are presented for the total of all units removed from the 1973 housing inventory through demolition or disaster and through other means. Separate counts of "demolition or disaster" losses and of "other losses" are shown in part A of this series. The 1974 survey covers all losses, including those in structures that were not completely lost.

Units lost through demolition or disaster.—A housing unit which existed in October 1973 and was torn down on the initiative of a public agency or as a result of action on the part of the owner is classified as a unit lost through demolition. Units destroyed by fire, flood, or other causes are classified as units lost through disaster. In the 1973 Annual Housing Survey, a housing unit was counted as a demolition or disaster loss when the whole structure in which it was located was lost from the inventory. In the 1970 Census of Housing, Volume IV, **Components of Inventory Change**, units lost through disaster were counted as "units lost through other means."

Units lost through other means.—Any housing unit which existed in October 1973 is counted as lost through other means when it was lost to the housing inventory through means other than demolition or disaster. This component includes the following types of losses:

1. Units lost by change to group quarters; for example, a housing unit that was occupied by a family in 1973 and by a family and five lodgers at the time of the 1974 enumeration.
2. Units lost from the inventory be-

cause they are vacant and unfit for human habitation. A unit is unfit for human habitation if the roof, walls, doors, and windows no longer protect the interior from the elements.

3. Vacant units lost from the inventory because there is positive evidence (sign, notice, mark on the house or block) that the units are scheduled for demolition or rehabilitation or that they are condemned for reasons of health or safety so that further occupancy is prohibited.

4. Units lost by change to nonresidential use.

5. Units moved from site since October 1973 do not necessarily result in a net loss from the inventory since some presumably represent units added in the place to which they were moved.

In the 1973 Annual Housing Survey, a housing unit was counted as lost through other means when the entire structure in which it was located was lost to the housing inventory through means other than demolition or disaster.

Other components of change.—There are other components of change in the housing inventory for which the Annual Housing Survey provides no specific measures. The survey procedures do not include a measure of conversions and mergers and units added from other sources such as nonresidential structures. The net effect of these omissions on the change in the total housing inventory is not known.

A detailed discussion on estimates of change in the housing inventory can be found in the introduction of Series H-150-74A, **General Housing Characteristics**.

Occupancy and Vacancy Characteristics

Occupied housing units.—A housing unit is classified as occupied if a person or group of persons is living in it at the time of enumeration or if the occupants are only temporarily absent—for example, on vacation. However, if the unit was occu-

ped entirely by persons with a usual place of residence elsewhere, the unit is classified as vacant. By definition, the count of occupied housing units is the same as the count of households.

Race.—The classification by race shown here refers to the race of the head of the household occupying the housing unit. The concept of race as used by the Census Bureau does not denote clear-cut scientific definitions of biological stock. The enumerator was to report the race of the head of the household in three categories: White, Negro, and other. The last category includes American Indian, Chinese, Eskimo, Japanese, Korean, and any other race except white and Negro. Figures on tenure are given separately for white and Negro heads of households; units with household heads of other races are included in the total in table 1 of part A and may be derived by subtracting the sum of white and Negro from the total. More detailed characteristics of units with Negro head of household are presented in separate tables. The classification of race in the Annual Housing Survey was made by the enumerator based on his own observation. In the 1970 census, race was essentially a self-classification by people according to the race with which they identified themselves.

Spanish origin.—The classification by Spanish origin here refers to the origin of the head of the household occupying the housing unit. Detailed characteristics of units with head of Spanish origin are presented in separate tables. Spanish origin was determined on the basis of a question that asked for self-identification of a person's origin or descent. Respondents were asked to select their origins from a "flash card." Persons of Spanish origin were those who indicated that their origin was either Mexican-American, Chicano, Mexican, Mexicano, Puerto Rican, Cuban, Central or South American, or other Spanish.

In the 1970 census and current surveys' reports, Spanish persons are identified according to various criteria: Birth-

place, birthplace of parents, language, surname, and origin or descent. For this reason, care should be taken in making comparisons of Spanish origin estimates from the Annual Housing Survey and other surveys.

Tenure.—A housing unit is "owner occupied" if the owner or co-owner lives in the unit, even if it is mortgaged or not fully paid for. A cooperative or condominium unit is "owner occupied" only if the owner or co-owner lives in it. All other occupied units are classified as "renter occupied," including units rented for cash rent and those occupied without payment of cash rent.

In addition, separate data are available on tenure of mobile home and trailer sites. Site tenure for owner-occupied mobile homes and trailers is restricted to mobile homes and trailers on less than 10 acres. The site is owned if the occupants own or are buying the site on which the mobile home is located. The site is considered rented if the occupants pay a rental fee for the use of the site, the site rent is paid by someone not living in the sample unit, or the occupants neither own nor pay cash rent for the site.

Reason for no-cash-rent occupancy.—For units which are occupied without payment of cash rent, data are shown on the reason for occupancy; i.e., whether the unit is provided by a farm related job, such as a tenant farmer, farm manager, foreman, or laborer; provided by a non-farm related job, such as a minister, resident manager, or janitor; or, provided by a relative or friend.

Duration of occupancy.—Data on duration of occupancy are based on information for the head of household; the data refer to the period when present occupancy began. Statistics are shown on whether the head lived in the unit "less than 3 months" or "3 months or longer." A head who "lived here last winter," must have moved into his unit prior to the previous February.

APPENDIX A—Continued

Year head moved into unit.—Data on year moved into unit are based on the information reported for the head of the household. The question refers to the year of latest move. Thus, if the head moved back into a unit he had previously occupied, the year of his latest move was to be reported; if he moved from one apartment to another in the same building, the year he moved into his present unit was to be reported. The intent is to establish the year the present occupancy by the head began. The year the head moves is not necessarily the same year other members of the household move, although in the great majority of cases the entire household moves at the same time.

Recent movers.—Households that moved into their present units within 12 months prior to the date of enumeration are termed "recent movers." The household is classified by year moved into unit on the basis of information reported for the head of the household.

Main reason for move into present unit.—The statistics presented are restricted to units occupied by recent movers in which the present head of household was also the head at the previous unit he occupied. The classification categories refer to the principal reason the head of the household moved into his present unit. The category "job related reasons" refers to reasons such as job transfer, new job, retirement, and commuting reasons. The category "family status" refers to reasons such as newly married, family increased in size, and moved to be closer to relatives. The category "housing needs" refers to reasons such as wanted to own his own residence, wanted a less expensive house, and didn't like his old neighborhood. The category "other reasons" includes reasons for moving which do not fall into any of the above classifications.

Owner or manager on property.—These statistics are presented in terms of the number of housing units in structures of

two or more units with the owner or the resident manager or superintendent living on the property. The category "with owner on property" refers to the owner and not his agent, resident manager, or superintendent. "With resident manager or superintendent on property" refers to a resident manager, superintendent, janitor, or other representative of the owner.

Vacant housing units.—A housing unit is vacant if no one is living in it at the time of enumeration, unless its occupants are only temporarily absent. In addition, a vacant unit may be one which is occupied entirely by persons who have a usual residence elsewhere.

New units not yet occupied are classified as vacant housing units if construction has reached a point where all exterior windows and doors are installed and final usable floors are in place. Vacant units are excluded if unfit for human habitation; that is, if the roof, walls, windows, or doors no longer protect the interior from the elements, or if there is positive evidence (such as a sign on the house or in the block) that the unit is to be demolished or is condemned. Also excluded are quarters being used entirely for nonresidential purposes, such as a store or an office, or quarters used for the storage of business supplies or inventory, machinery, or agricultural products.

The concepts and definitions of vacant housing units used in this report are the same as those used in the 1970 Census of Housing reports.

Vacancy status.—Vacant housing units are classified as either "seasonal and migratory" or "year-round." "Seasonal" units are intended for occupancy during only certain seasons of the year. Included are units intended for recreational use, such as beach cottages and hunting cabins, and vacant units held for herders and loggers. "Migratory" units are vacant units held for occupancy by migratory labor employed in farm work during the crop season. "Year-round" vacant housing units are available or intended for occupancy at any time of the year. A unit in a

resort area which is usually occupied on a year-round basis is considered year-round. A unit used only occasionally throughout the year is also considered year-round. Characteristics of vacant units are limited to year-round vacant housing units.

"Year-round" vacant units are subdivided as follows:

For sale only.—Vacant year-round units "for sale only" also include vacant units in a cooperative or condominium building if the individual units are offered for sale only.

For rent.—Vacant year-round units "for rent" also include vacant units offered either for rent or for sale.

Rented or sold not occupied.—If any money rent has been paid or agreed upon but the new renter has not moved in as of the date of enumeration, or if the unit has recently been sold but the new owner has not yet moved in, the year-round vacant unit is classified as "rented or sold, not occupied."

Held for occasional use.—This category consists of vacant year-round units which are held for weekend or other occasional use throughout the year. The intent of this question is to identify homes reserved by their owners as second homes. Because of the difficulty of distinguishing between this category and seasonal vacancies, it is possible that some "second homes" are classified as "seasonal" and vice versa. (See also discussion of "Owned second home" in section on "Equipment and Fuels.")

Other vacant.—If a vacant year-round unit does not fall into any of the classifications specified above, it is classified as "other vacant." For example, this category includes units held for settlement of an estate, units held for occupancy by a caretaker or janitor, and units held for personal reasons of the owner. In this report, all units temporarily occupied by persons with usual residence elsewhere are shown in this category.

The 1974 counts for "seasonal and migratory," "Year-round, rented or sold not occupied," "Year-round, held for occasional use," and "Year-round, other vacant" may not be comparable to the corresponding counts shown in the 1973 reports because a more detailed estimation procedure was used in the 1974 tabulations. For 1974, the estimation procedure adjusted the survey counts of "vacant year-round" and "vacant seasonal and migratory" units separately to independent current estimates. (See section on "Estimation" in Appendix B—Source and Reliability of the Estimates.) In 1973, vacant seasonal and migratory units were combined with several categories of year-round vacancies (rented or sold, not occupied; held for occasional use; and other vacant) and were adjusted for the combined total of the independent estimates for these categories. Thus, the 1974 data for vacant units adhere more closely to the independent estimates than the 1973 data.

Homeowner vacancy rate.—The 1974 homeowner vacancy rate is the number of year-round vacant units for sale as a percent of the total homeowner inventory; i.e., all owner-occupied units and year-round vacant units for sale or sold, not occupied. The homeowner vacancy rate for 1970 excludes vacant units sold but not occupied.

Rental vacancy rate.—The 1974 rental vacancy rate is the number of year-round vacant units for rent as a percent of the total rental inventory; i.e., all renter-occupied units and all year-round vacant units for rent or rented, not occupied. The rental vacancy rate for 1970 excludes vacant units rented but not occupied.

Duration of vacancy.—The statistics on duration of vacancy refer to the length of time (in months) from the date the last occupants moved from the unit to the date of enumeration. The data, therefore, do not provide a direct measure of the total length of time units remain vacant. For newly constructed units which have never been occupied, the duration of

vacancy is counted from the date construction was completed. For recently converted or merged units, the time is reported from the date conversion or merger was completed. Units occupied entirely by persons with usual place of residence elsewhere are excluded from the data.

Utilization Characteristics

Persons.—All persons occupying the housing unit are counted. These persons include not only occupants related to the head of the household but also any lodgers, roomers, boarders, partners, wards, foster children, and resident employees who share the living quarters of the household head. The data on "persons" show the number of housing units occupied by the specified number of persons.

A person is enumerated at his usual place of residence. This refers to the place where the person lives and sleeps most of the time. This place is not necessarily the same as his legal residence, voting residence, or domicile.

Rooms.—The statistics on "rooms" are in terms of the number of housing units with specified number of rooms. Rooms counted include whole rooms used for living purposes, such as living rooms, dining rooms, bedrooms, kitchens, finished attic or basement rooms, recreation rooms, permanently enclosed porches that are suitable for year-round use, and lodger's rooms. Also included are rooms used for offices by a person living in the unit.

A partially divided room, such as a dinette next to a kitchen or living room, is a separate room only if there is a partition from floor to ceiling, but not if the partition consists only of shelves or cabinets.

Not included in the count of rooms are bathrooms, halls, foyers or vestibules, balconies, closets, alcoves, pantries, strip or pullman kitchens, laundry or furnace rooms, unfinished attics or basements, other unfinished space used for storage, open porches, trailers used only as bed-

rooms, and offices used only by persons not living in the unit.

If a room is used by occupants of more than one unit, the room is included with the unit from which it is most easily reached.

Persons per room.—"Persons per room" is computed for each occupied unit by dividing the number of persons in the unit by the number of rooms in the unit. The figures shown refer, therefore, to the number of housing units having the specified ratio of persons per room.

Bedrooms.—The number of bedrooms in the unit is the count of rooms used mainly for sleeping, even if also used for other purposes. Rooms reserved for sleeping such as guest rooms, even though used infrequently, are counted as bedrooms. On the other hand, rooms used mainly for other purposes, even though used also for sleeping, such as a living room with a hideaway bed, are not considered bedrooms. A housing unit consisting of only one room, such as a one-room efficiency apartment, is classified, by definition, as having no bedroom.

Data on bedrooms lacking privacy are shown for housing units with two or more bedrooms. Units have bedrooms lacking privacy when it is necessary to pass through a bedroom to get to another room, such as a den, and/or to get to the bathroom. The bathroom access criterion is applied only to units with one complete bathroom or one bathroom plus half bath in which the half bath lacks a flush toilet.

In addition, statistics are shown for households with bedrooms used by three or more persons of all ages, and separately for such households when one or more of these persons is 13 years of age or older.

Structural Characteristics

Complete kitchen facilities.—A unit has complete kitchen facilities when it has all three of the following for the exclusive use of the occupants of the unit: (1) An installed sink with piped water, (2) a

APPENDIX A—Continued

range or cookstove, and (3) a mechanical refrigerator. All kitchen facilities must be located in the structure. They need not be in the same room. Quarters with only portable cooking equipment are not considered as having a range or cookstove. An icebox is not included as a mechanical refrigerator.

The kitchen facilities are for the exclusive use of the occupants when they are used only by the occupants of one housing unit, including lodgers or other unrelated persons living in the unit. When a structure consists of only one housing unit, all equipment located inside the structure is classified, by definition, for exclusive use.

For vacant units from which one or all of the kitchen facilities had been removed, the kitchen facilities used by the last occupant were to be reported.

Condition of kitchen facilities.—Units with complete kitchen facilities were classified as to whether all the kitchen facilities were in usable condition. If one or more of the kitchen facilities (sink, range or cookstove, and refrigerator) could not be used for its intended purpose, the unit was classified as having "1 or more not in usable condition." Kitchen facilities that normally function properly, but which were temporarily out of use (two weeks or less) because of a breakdown, were classified as usable.

Basement.—Statistics on basements are presented in terms of the number of housing units located in structures built with a basement. A structure has a basement if there is enclosed space in which persons can walk upright under all or part of the building.

Basements in structures with occupied units are further classified by signs of water leakage. The category "with water leakage" consists of units in which the basement shows signs of water having leaked in from the outside, even if the signs only appear when it rains or during other similar situations. "No water leakage" means that the basement shows no signs of water leakage, or that the signs of

water leakage are caused by a problem inside the structure such as faulty plumbing. If the basement shows signs of water having leaked in from the outside but the problem causing the leakage has been corrected, the unit was classified as having no water leakage.

Year structure built.—Year structure built refers to when the building was first constructed, not when it was remodeled, added to, or converted. The figures relate to the number of units in structures built during the specified periods and in existence at the time of enumeration. For mobile homes and trailers, the model year was assumed to be the year built.

Units in structure.—In the determination of the number of units in a structure, all housing units, both occupied and vacant, were counted. The statistics are presented in terms of the number of housing units in structures of specified type and size, not in terms of the number of residential structures.

A structure is a separate building that either has open space on all sides or is separated from other structures by dividing walls that extend from ground to roof. Structures containing only one housing unit are further classified as detached or attached.

A one-family house is detached if it has open space on all four sides even though it has an adjoining shed or garage. A one-family house is attached if it has one or more walls extending from ground to roof which divide it from other adjoining structures, such as in row houses, townhouses, etc.

Mobile homes and trailers are shown as a separate category. When one or more rooms have been added to a mobile home or trailer it is classified as a one-family house. If, however, only a porch or shed has been added, it is still counted as a mobile home or trailer.

Elevator in structure.—Statistics on elevator in structure are presented in terms of the number of housing units in structures with four floors or more which have a passenger elevator. Units are in a

"walk-up" structure of four floors or more if the structure has no passenger elevator or if the only elevator service is for freight.

Storm windows, storm doors, and attic or roof insulation.—The purpose of these three items is to determine if a housing unit has some form of insulation which helps to reduce heat loss during the winter and heat gain during the summer. The statistics are shown only for occupied one-family homes and mobile homes and trailers.

Storm windows or other protective window covering.—This category refers to protective window covering, such as storm windows, double-glazed glass, closeable shutters, or plastic. Housing units with "Some windows covered" have protective coverings over some, but not all windows.

Storm doors.—This category refers to additional doors hung in exterior doorways. Doors on attached garages are not included. Housing units with "Some doors covered" have storm doors on some, but not all, exterior door openings.

Attic or roof insulation.—This category includes roll or blanket insulation encased in a paper covering, fiberglass batting, and loose insulation which is poured or blown between the attic floor joists.

Mobile homes anchored with tiedowns or other means.—A mobile home or trailer is considered anchored if it is secured to the ground through the use of tiedowns, bolts, etc. The main purpose in anchoring a mobile home or trailer is to protect the unit from wind movement or destruction.

In group of 6 or more mobile homes.—Mobile homes and trailers that are gathered close together are considered to be in a "group." This may be a large mobile home park containing many units or it may be a small number grouped together on a single site or adjacent sites.

Roof.—Units “with water leakage” are those in which the roof shows signs of water having leaked in from the outside or where the roof leaks when it rains. “No water leakage” means that the roof shows no signs of water having leaked in from the outside, or that the roof shows signs of water leakage but the problem causing the leakage has been corrected. If the signs of water leakage are caused by a problem inside the structure such as faulty plumbing, the unit was classified as having no water leakage.

Interior ceilings and walls.—Statistics are presented on whether or not there are open cracks or holes and broken plaster or peeling paint on the interior ceilings or walls of a housing unit. Included are cracks or holes that do not go all the way through to the next room or to the outdoors. “Hairline cracks” or cracks that appear in the walls or ceilings but are not large enough for a fingernail file to be inserted, and very small holes caused by nails or other similar objects are not considered to be open cracks or holes.

Broken plaster or peeling paint must be on the inside walls or ceilings, and at least one area of the broken plaster or peeling paint must be approximately one square foot or larger.

Interior floors.—Data are shown on whether there are holes in the interior floors of a housing unit. The holes do not have to go through the floor. Excluded are very small holes caused by nails or other similar objects.

Selected structural deficiencies and wish to move.—The category “household would like to move” consists of housing units in which the respondent considers one or more of the following structural deficiencies so objectionable that he would like to move from his unit: (1) A basement with signs of water leakage, (2) roof leaks, (3) open cracks or holes in the interior walls or ceiling, (4) holes in the floor, and (5) broken plaster or peeling paint on the ceiling or inside walls.

Overall opinion of structure.—The data presented are based on the respondent’s overall opinion of his house or building as a place to live. The respondent was asked to rate the structure as excellent, good, fair, or poor.

Common stairways.—The statistics on common stairways are presented for housing units in structures of two or more units with common stairways. The figures reflect the physical condition of the stairway; i.e., whether there are loose, broken, or missing steps or stair railings. Common stairways are stairways which are usually used by the occupants of more than one unit or by the general public. They may be either inside the structure or attached to the outside of the building.

Light fixtures in public halls.—The statistics on light fixtures in public halls are presented in terms of the number of housing units in structures of two or more units with public halls which have light fixtures and whether the light fixtures are in working order. Light fixtures include wall lights, ceiling lights, or table lamps in the public halls of the building. Public halls are used by the occupants of more than one unit or by the general public.

Electric wiring.—A housing unit is classified as having exposed electric wiring if the unit has any wiring that is not enclosed, either in the walls or in metal coverings, or if the wiring is outside the walls but enclosed in some material other than metal. Extension cords and other types of wiring that extend from a wall outlet to an appliance or lamp are not considered as exposed wiring.

Electric wall outlets.—A housing unit is classified as having electric wall outlets in each room if there is at least one working electric wall outlet or wall plug in each room of the unit. A working electric wall outlet or wall plug is one that is in operating condition; i.e., can be used when needed. If a room does not have an elec-

tric wall outlet, an extension cord used in place of a wall outlet is not considered to be an electric wall outlet.

Electric fuse blowouts.—These statistics are presented for occupied housing units which had had an electrical circuit fuse blown or breaker switch tripped during the three months prior to enumeration. The data are restricted to households that had been at their present address for at least three months prior to the date of enumeration. A blown fuse or tripped breaker switch results in the temporary loss of electricity until the fuse is replaced or the breaker switch reset. Blown fuses inside certain appliances or equipment (such as some large air conditioners) are counted as “fuse or switch blowouts.”

Parking facilities.—The statistics on parking facilities presented in this report are restricted to renter-occupied units for which cash rent is paid and exclude one-family homes on 10 acres or more. The data refer to off-street parking facilities which are available in connection with the building. The facilities are provided by the landlord or management and must be available without an additional cost to the renter. The parking facility may be a garage, carport, driveway, or open lot where the occupant may park his car off the street.

Plumbing Characteristics

Plumbing facilities.—The category “with all plumbing facilities” consists of units which have hot and cold piped water inside the structure as well as a flush toilet and a bathtub or shower inside the structure for the exclusive use of the occupants of the unit. All plumbing facilities must be located in the structure but they need not be in the same room. “Lacking some or all plumbing facilities” means that the unit does not have all three specified plumbing facilities (hot and cold piped water, as well as flush toilet and bathtub or shower inside the structure), or that the toilet or bathing facilities are also for the use of the occupants of other housing units.

Complete bathrooms.—A housing unit is classified as having a complete bathroom if it has a room with a flush toilet and bathtub or shower and a wash basin, as well as piped hot water in the structure for the exclusive use of the occupants of the unit. A half bathroom has either a flush toilet or a bathtub or shower for exclusive use, but does not have all the facilities for a complete bathroom.

“Also used by another household” refers to units with bathroom facilities which are also for the use of the occupants of other housing units. “None” refers to units with no bathroom facilities, units with only a half bathroom, and units with all bathroom facilities but not in one room.

Source of water or water supply.—“A public system or private company” refers to a common source supplying running water to six or more housing units. The water may be supplied by a city, county, water district, or private water company, or it may be obtained from a well which supplies six or more housing units. If a well provides water for five or fewer housing units, it is classified as an “individual well.” Individual wells are further classified by whether they were originally “drilled” or “dug.” Water sources such as springs, creeks, rivers, cisterns, ponds, or lakes are included in the “other” category.

Breakdowns or failures in the water supply were asked when the unit had piped water inside the structure. The water may be available from sources such as a sink, wash basin, bathtub, or shower. A unit is classified as having no piped water inside structure if the unit has no piped water or if the only piped water available is outside the structure, for example, on an open porch or in another building. Data on breakdowns or failures of water supply are shown if the housing unit was occupied by the head of the household at least 3 months prior to enumeration and if the breakdown or failure lasted 6 consecutive hours or longer during the 3 months prior to enumeration. Breakdowns or failures in the water

supply mean that the unit was completely without running water from its regular source. A unit was considered to be completely without running water if (1) the water system servicing the unit supplied no water at all, or (2) no water was available in the unit due to a breakdown or failure in the water supply inside the structure, or (3) the equipment and facilities (i.e., faucets in the kitchen and the bathroom sinks, faucet and shower in the bathtub, flush toilet, etc.) were all inoperable. If the faucet in the kitchen was broken, but the one in the bathtub was working, the unit was not classified as being completely without water.

Units with a breakdown or failure in the water supply are also classified according to the number of breakdowns or failures and to the most common source of the problem. “Problems inside the building” refer to such problems as broken pipes in the unit (or building) or turning the water off in the unit (or building) for maintenance and repairs. “Problems outside the building” refer to such problems as power failures, breaks in the main water line, or shutdowns by the water company for maintenance and repairs.

Availability of piped water.—Units with no piped water in the building are classified by whether piped water is available within a quarter of a mile.

Sewage disposal.—A “public sewer” is connected to a city, county, sanitary district, neighborhood, or subdivision sewer system. It may be operated by a governmental body or private organization. A “septic tank or cesspool” is an underground tank or pit used for disposal of sewage. Small sewage treatment plants which in some localities are called neighborhood septic tanks are classified as public sewer. A chemical toilet uses chemicals to breakdown or dissolve garbage, a privy refers to an “outhouse” or other small shelter outside the unit which contains a toilet. Units for which sewage is disposed of in some other way are included in the “other” category.

The data on breakdowns or failures in the means of sewage disposal are limited to units in which the means of sewage disposal was a public sewer, septic tank, or cesspool. The breakdown or failure may have been the result of an overloaded sewage disposal system, lack of running water, a broken or cracked tank, etc. Data on breakdowns are shown if the housing unit was occupied by the head of the household at least 3 months prior to enumeration and if the breakdown or failure lasted 6 consecutive hours or longer during the 3 months prior to enumeration.

Flush toilet.—The statistics on breakdowns or failures of flush toilet are limited to units that had all plumbing facilities with only one flush toilet; that is, one complete bathroom or one complete bathroom plus a half bath without flush toilet. The flush toilet may be completely unusable because of broken pipes, stopped up soil pipe, lack of water supplied to the flush toilet, or some other reason.

Units with breakdown or failure in flush toilet are classified according to the number of breakdowns or failures and to the most common source of the problem. “Problems inside the building” refer to such breakdowns or failures as broken pipes in the unit (or building), a cracked or broken bowl, or faulty flushing mechanism. “Problems outside the building” refer to such breakdowns or failures as breaks in the main water or sewer line or shutdowns by the water company for maintenance or repairs.

Data on breakdowns or failures of flush toilet are shown if the housing unit was occupied by the head of household at least 3 months prior to enumeration, and if the breakdown or failure lasted 6 consecutive hours or more during the 3 months prior to enumeration.

Equipment and Fuels

Telephone available.—A unit is classified as having a telephone if there is a telephone available to the occupants of the unit for receiving calls. The telephone

may be located outside or inside the housing unit, and one telephone may serve the occupants of several units. The number of housing units with a telephone available, therefore, does not indicate the number of telephones installed in houses.

Heating equipment.—"Warm-air furnace" refers to a central system which provides warm air through ducts leading to various rooms; central heat pumps are included in this category. "Steam or hot water" refers to a central heating system in which heat from steam or hot water is delivered through radiators or other outlets. "Built-in electric units" are permanently installed in floors, walls, ceilings, or baseboards. A "floor, wall, or pipeless furnace" delivers warm air to the room right above the furnace or to the room(s) on one or both sides of the wall in which the furnace is installed. "Room heaters with flue" include circulating heaters, convectors, radiant gas heaters, and other nonportable heaters that burn gas, oil, kerosene, or other liquid fuels, and which are connected to a flue, vent, or chimney to remove smoke and fumes. "Room heaters without flue" include any room heater (not portable) that burns gas, oil, or kerosene which is not connected to a flue, vent, or chimney. "Fireplaces, stoves, or portable heaters" also include room heaters that burn coal or wood.

For vacant units from which the heating equipment had been removed, the equipment used by the last occupants was to be reported.

For breakdowns or failures of heating equipment, data are shown for units occupied by the household head during the winter prior to enumeration if the equipment was unusable for 6 consecutive hours or longer during that time. To qualify as having lived here "last winter," the household head must have moved into the unit prior to February 1974.

Heating equipment is considered unusable if it cannot be used for the purposes intended; the breakdown or failure may be caused by broken pipes, electrical or gas parts out of order, or downed power lines.

Insufficient heat.—The statistics presented refer to housing units in which the household head occupied the unit during the winter prior to the date of enumeration. To qualify as having lived here "last winter," the household head must have moved into the unit prior to February 1974.

Separate data are shown for units with additional heat source, rooms which lacked specified heat source, and units with closed rooms. The term "specified heating equipment" includes warm-air furnace; steam or hot water system; built-in electric units; floor, wall, or pipeless furnace; and room heaters with flue. Excluded are room heaters without flue or vent, fireplaces, stoves, and portable heaters.

The data on additional heat source refer to units with "specified heating equipment" which had to use additional sources of heat to supplement the regular heating system because the regular system did not provide enough heat. Additional sources of heat such as kitchen stoves, fireplaces, or portable heaters, may have been used only in the mornings or on very cold evenings. Electric blankets, heating pads, or hot water bottles are not considered additional sources of heat.

"Rooms lacking specified heat source" include rooms lacking hot air ducts, registers, radiators, and room heaters. The intent of this item was to identify rooms in units with "specified heating equipment" which did not contain the means of conveying the heat to the room. The kitchen was not considered to be a room for this item.

Separate data are also shown for rooms which were closed because they could not be kept warm. The rooms must have been closed for 7 consecutive days or longer during the previous winter, and the unit must have "specified heating equipment." For this item, also, the kitchen was not considered a room.

Air conditioning.—Air conditioning is defined as the cooling of air by a refrigeration unit; excluded are evaporative coolers, fans, or blowers which are not con-

nected to a refrigeration unit. A room unit is an individual air conditioner which is installed in a window or an outside wall and is generally intended to cool one room, although it may sometimes be used to cool more than one room. A central system is a central installation which air conditions the entire housing unit. In an apartment building, a central system may cool all apartments in the building, each apartment may have its own central system, or there may be several systems, each providing central air conditioning for a group of apartments. A central installation with individual room controls is a central air-conditioning system.

Automobiles and trucks available.—Statistics on automobiles available represent the number of passenger automobiles, including station wagons, which are owned or regularly used by any member of the household and which are ordinarily kept at home. The figures include leased automobiles, taxicabs and company-owned automobiles kept at home. Police cars, pickups, or larger trucks were not to be counted. In the 1973 Annual Housing Survey, taxicabs kept at home were not included in the count of "automobiles available."

The data on trucks available represent the number of pickups and small panel trucks of one-ton capacity or less which are owned or regularly used by any member of the household and which are ordinarily kept at home. Trucks used for business purposes were included only if also used for personal activities of household members.

The statistics do not reflect the number of privately owned automobiles or trucks or the number of households owning such vehicles.

Fuels used for house heating and cooking.—"Utility gas" is gas that is piped through underground pipes from a central system and serves the neighborhood. "Bottled, tank, or LP gas" is stored in tanks which are refilled or exchanged when empty. "Fuel oil, kerosene, etc." includes fuel oil, kerosene, gasoline,

APPENDIX A—Continued

alcohol, and other combustible liquids. "Other fuel" includes any other fuel such as briquettes made of pitch and sawdust, coal dust, corncobs, or purchased steam.

Owned second home.—A second home may be a single-family house, vacation cottage, hunting cabin, ski lodge, etc., which is owned and held for use some time during the year by the owner or members of his household. Second homes may also be owned in partnership with members of a different household. The figures include second homes which are sometimes rented or leased on a short-term basis to other persons but are principally held for the owner's occasional use during the year.

The statistics refer to the number of households that own (one or more) second homes. The data, therefore, do not reflect the number of owned second homes. (See also discussion of vacant units "Held for occasional use" in section on "Occupancy and Vacancy Characteristics.")

Services and Street Conditions

Garbage collection service.—A housing unit is classified as having garbage collection service if either a private or public company collects the trash or garbage on a regular basis and carries it to public disposal areas. In some areas where the garbage (food waste) is collected by one company and the trash (paper, cans, etc.) by another, data are obtained only for the garbage collection service.

If the household does not have garbage collection service, the means of garbage disposal is classified as follows:

Incinerator, trash chute, or compactor.—An incinerator is a large unit on the property designed to burn all trash and garbage. Trash chutes and compactors were marked as the means of garbage disposal when the final means of disposal was not known; i.e., if the respondent knew only that he put his garbage down a trash chute or that his garbage goes into a compactor. A compactor is a unit which packs trash and garbage into smaller units for disposal.

Garbage disposal unit.—A garbage disposal unit is connected to the kitchen sink and grinds up the garbage which is disposed of through the sewage system.

Other means.—If the method of disposal does not fall into any of the classifications specified above, it is classified as "other means."

Exterminator service.—The statistics on exterminator service refer to households that have been at their present address for at least 3 months prior to the date of enumeration and who reported that they had seen mice or rats or signs or traces of their presence *inside* the house or building during the last 3 months. Signs of mice and rats or traces of their presence include droppings, holes in the wall, or ripped or torn food containers. "Regular extermination service" refers to periodic visits by a licensed company or individual who uses chemicals and sprays to control or kill pests and rodents. The regular service interval may be once a month, 4 times a year, or any other such interval. "Irregular extermination service" includes visits by an exterminator who is called only when needed by the household or building manager, or where it is known that a building is serviced but it is not known whether the service is regular or irregular. "No extermination service" includes units in a house or building that has not been serviced during the 12 months prior to enumeration and where it is not known if there is any exterminator service.

Street conditions and neighborhood services.—The statistics presented are based on the respondent's opinion and attitude toward the street and neighborhood in which he lives. Thus, the respondent's answer may or may not reflect the "actual" description of the street and neighborhood. Furthermore, the respondent may not have the same opinion as his neighbor about the street conditions and/or neighborhood services; for example, the respondent may feel that the street lighting or neighborhood shopping

facilities are inadequate while his neighbor may not.

Street conditions.—The respondent was asked whether or not certain conditions were present on his street. The following is a list of the conditions:

1. **Noise.**—This category refers to street noises, such as children playing outdoors, noise from a factory or business, noises from airplane traffic, or any other sound that the respondent considers noise.

2. **Heavy traffic.**—This category reflects the respondent's opinion on whether there is heavy traffic from cars and/or trucks.

3. **Odors.**—This category refers to the presence of fumes, smoke, or gas coming from cars, trucks, nearby industries, factories, businesses, etc., in the opinion of the respondent.

4. **Litter.**—Included are all types of trash, debris, or junk such as paper, cans, or abandoned cars in the street, on empty lots, or on properties on the street which the respondent considers as litter.

5. **Abandoned buildings.**—Abandoned buildings refer to both single and multiunit buildings which the respondent reported to be abandoned or boarded up. Included in this category are remains of previous buildings.

6. **Deteriorating housing.**—Deteriorating housing refers to occupied housing units which in the respondent's opinion are in rundown condition.

7. **Commercial or industrial.**—This category refers to commercial, industrial, or other activities, including both large and small industries as well as businesses and stores, that the respondent considers to be non-residential.

8. **Streets need repair.**—The data are based on the respondent's opinion that the streets, either paved or unpaved, are continually in need of

repair or are bordered by open ditches used for water or sewage drainage.

9. Roads impassable.—This category refers to roads that the respondent reported to be neglected by State, county, or city crews during snow storms, heavy rain storms, or other such conditions that make a road impassable.

10. Inadequate street lighting.—Inadequate street lighting includes areas, in the opinion of the respondent, that have no street lighting, streets with insufficient lighting, and streets where the lighting does not work adequately.

11. Crime.—This category refers to all forms of street and neighborhood crime such as petty theft, assaults against the person, burglary, etc., or any related activities that the respondent judges to be a crime.

The figures shown for the categories under "undesirable conditions" will not add to the total because more than one undesirable street condition may be reported for the same unit.

Street conditions and wish to move.—The category "would like to move" consists of housing units in which the respondent considers one or more street conditions (such as street noise) so bothersome that he would like to move from the neighborhood.

Neighborhood services.—The data shown are based on the respondent's opinion of the adequacy of the following neighborhood services:

1. Public transportation.—The data are based on the respondent's opinion of the availability of public transportation such as bus, subway, or taxicab service.

2. Schools.—The statistics are based on the respondent's opinion about the schools in his neighborhood, such as the proximity of the

school, population of the student body, etc.

3. Neighborhood shopping.—This category refers to the respondent's opinion regarding stores such as grocery or drug stores and their merchandise, prices, or services in his vicinity.

4. Police protection.—This category refers to the presence, quality, quantity, and response time of services that, in the respondent's opinion, should be provided by the police.

5. Fire protection.—The data are based on the respondent's opinion regarding the presence and response time of the local fire protection services.

6. Hospitals and health clinics.—This category refers to the quality and proximity of health facilities, etc., serving the local community in the opinion of the respondent.

Neighborhood services and wish to move.—The category "household would like to move" consists of housing units in which the respondent considers one or more neighborhood services (such as public transportation) so inadequate or unsatisfactory that he would like to move from the neighborhood.

The figures shown for the categories under "household would like to move" will not add to the total because more than one inadequate service may have been reported for the same unit.

Overall opinion of neighborhood.—The data presented are based on the respondent's overall opinion of the neighborhood according to the street conditions and the neighborhood services available (described in preceding paragraphs). The respondent was asked to rate the street or neighborhood as excellent, good, fair, or poor. Data are also shown for wish to move because of undesirable street conditions cross-

classified by the respondent's overall opinion of his neighborhood.

Financial Characteristics

Value.—Value is the respondent's estimate of how much the property (house and lot) would sell for if it were for sale. The statistics on value are shown only for one-family homes on less than 10 acres without a commercial establishment or medical or dental office on the property. Owner-occupied cooperatives, condominiums, mobile homes, and trailers are excluded from the value tabulations.

Value-income ratio.—The value-income ratio is computed by dividing the value of the housing unit by the total money income of the family or primary individual. The ratio is presented for the same owner-occupied units for which value was tabulated; thus, the statistics on value-income ratio reflect the exclusion of certain owner-occupied units. The ratio was computed separately for each unit and was rounded to the nearest tenth. In reporting value, respondents were asked to select an appropriate class interval. The midpoints of the value intervals were used in the computation of the value-income ratio, except that a mean of \$2,000 was assigned for values less than \$2,500 and a mean of \$70,000 was assigned for values of \$60,000 or more. For income, the dollar amounts were used. Units occupied by families or primary individuals who reported no income or a net loss comprise the category, "not computed."

The 1974 income statistics are for the 12 months prior to the date of enumeration. For 1970, the income statistics cover the calendar year 1969.

Sales price asked.—For vacant units, the sales price is the amount asked for the property at the time of enumeration and may differ from the price at which the property is sold. The statistics on sales price asked are shown only for vacant for sale one-family homes on less than 10 acres without a commercial establishment or medical or dental office on the property.

APPENDIX A—Continued

Median sales price asked is shown separately for housing units with garage or carport on property. The garage or carport must be available for use by the intended occupants of the unit. It may be attached to the house or it may be completely unattached, but it must be on the property. Excluded are garages or carports that have been converted to other uses such as living quarters, an extra room for business purposes, or for some reason cannot be used for parking.

Garage or carport.—Median value in table 22 and median sales price asked in table 23 are shown separately for housing units with garage or carport on property. The garage or carport must be available for use by the occupants of the unit. It may be attached to the house or it may be completely unattached, but it must be on the property. Excluded are garages or carports that have been converted to other uses such as living quarters, an extra room for business purposes, or for some reason cannot be used for parking. Data are presented for the same owner-occupied units for which value and sales price asked were tabulated.

Mortgage or debt status.—Mortgage status refers to one-family homes and debt status refers to mobile homes and trailers. Units with no mortgage or similar debt outstanding on the property comprise the category "owned free and clear;" also included in this category are housing units in which the owner has no mortgage but pays a "ground rent," that is, the owner owns the unit but leases, rents, or pays a fee for the use of the land.

Mortgage status.—The data are limited to owner-occupied, one-family homes on less than 10 acres without a commercial establishment or medical or dental office on the property. A mortgage or similar debt refers to all forms of debt where the property is pledged as security for repayment of the debt. It includes such debt instruments as deeds of trust, trust deeds, mortgage bonds, and vendor liens. In such arrangements, the borrower generally

has the title to the property. Also included as a mortgage or similar debt are arrangements such as contracts to purchase and land contracts where the title to the property remains with the lender.

Debt status.—The data are limited to owner-occupied mobile homes and trailers on less than 10 acres. Units where payments are being made toward the purchase of the mobile home or trailer comprise the category "With required monthly payments on loan outstanding."

Mortgage insurance.—The data are restricted to owner-occupied, one-family homes on less than 10 acres without a commercial establishment or medical or dental office on the property.

A mortgage or similar debt is considered insured if it is currently insured by the Federal Housing Administration (FHA), the Veterans Administration (VA), the Farmers' Home Administration, or by private mortgage insurance companies. Mortgages or similar debts insured or guaranteed by State or local government agencies are not included.

The Federal Housing Administration insures loans on homes. The Veterans Administration guarantees or insures loans under the Serviceman's Readjustment Act (G.I. Bill). The Farmers' Home Administration provides much the same service as the Federal Housing Administration, but confines its assistance to rural areas. Private mortgage insurance companies insure loans that are not insured or guaranteed by an agency of the Federal government. It should be noted that many conventional loans are not insured or guaranteed at all.

Real estate taxes last year.—The data are restricted to owner-occupied, one-family homes on less than 10 acres without a commercial establishment or medical or dental office on the property. "Real estate taxes last year" refers to the total amount of all real estate taxes payable on the entire property during the last billing period. It includes State and local real

estate taxes. Not included are payments on delinquent taxes due from prior years or payments for special assessments, facilities, or services such as a sewer tax, road improvement tax, or tax collection charge which are sometimes included with the real estate tax bill. When the real estate taxes are included with the mortgage, a separate amount for the taxes is obtained.

Property insurance.—This refers to fire and hazard insurance; that is, policies which protect the unit and its contents against loss due to damage by fire, lightning, wind, hail, explosion, etc. Homeowners' policies are also included since this type of insurance has fire and hazard insurance together with other types of homeowner protection. If the cost of the insurance was included as part of the mortgage payments, a separate amount for the insurance was obtained. The amount of the insurance premium reported was the amount paid for an entire 12-month period even if made in two or more installments. This is shown only as a component of "Selected monthly housing costs" and "Selected monthly housing costs as percentage of income."

Selected monthly housing costs.—The data are presented separately for owner-occupied, one family homes on less than 10 acres without a commercial establishment or medical or dental office on the property, and for owner-occupied mobile homes and trailers on less than 10 acres. Selected monthly housing costs is the sum of payments for mortgage or loan outstanding, real estate taxes (including taxes on mobile home or trailer site if the site is owned), property insurance, utilities (electricity, gas, water, and sewage disposal), fuel (oil, coal, kerosene, wood, etc.), and garbage and trash collection.

Units (including mobile homes and trailers) with no mortgage or similar debt and/or no real estate taxes were included in the "not reported" category.

Selected monthly housing costs as percentage of income.—The yearly housing costs (selected monthly housing costs

APPENDIX A—Continued

multiplied by 12) are expressed as a percentage of the total income of the family or primary individual. This percentage is presented for the same owner-occupied units for which "selected monthly housing costs" were tabulated; thus, the statistics on selected monthly housing costs as percentage of income reflect the exclusion of certain owner-occupied units. The percentage was computed separately for each unit and was rounded to the nearest tenth. For income and "selected monthly housing costs" the dollar amounts were used. Units occupied by families or primary individuals who reported no income or a net loss comprise the category "not computed."

Units (including mobile homes and trailers) that did not report the amount of mortgage or similar debt and/or no real estate taxes were included in the "not reported" category.

Acquisition of property.—This item indicates how the current owner acquired the property; i.e., whether by purchase or by means other than purchase. Data are presented for one-family homes which are owned free and clear without a commercial establishment or medical or dental office on the property.

Placed or assumed a mortgage.—This includes units where the present owner had to place one or two new mortgages in order to obtain the property or assume an existing mortgage on the property. The intent was to determine whether the property was ever mortgaged by the present occupants even though there was no mortgage at the time of enumeration.

Acquired through inheritance or gift.—This includes property acquired as a beneficiary of an estate and property acquired through a gift.

Paid all cash.—In these cases, the owner paid cash for the total cost of the property and no mortgage or other debt was involved.

Acquired in other manner.—Includes acquisitions of properties through

foreclosure, delinquent tax sale, corporate reorganization, or trade for another property. Also included are those cases in which the owner acquired the property with borrowed funds (for all or part of the purchase price or cost of construction) and this loan was not secured by a mortgage, deed of trust, land contract, etc.

Alterations and repairs during the last 12 months.—The statistics refer to the 12 months prior to enumeration and are restricted to owner-occupied, one-family homes on less than 10 acres without a commercial establishment or medical or dental office on the property.

The data are presented according to whether the alterations and repairs cost less than \$100 or \$100 or more. The total cost of the labor and materials was to be reported. However, if the labor was performed by the occupants or provided without charge, only the cost of the materials was obtained. The cost pertains to a single job; for example, if several jobs were done, each costing less than \$100 but the sum total was over \$100, it was reported as costing less than \$100 since none of the jobs by themselves cost \$100 or more.

Additions.—Additions refer to floor space built onto, above, or below an existing unit in order to increase the enclosed space within the house, such as a bedroom or basement added onto a house. It may also be construction of other buildings on the property; for example, a garage.

Alterations.—These are permanent changes made either to the inside or outside of a structure including the surrounding grounds. Alterations inside the structure include any type of remodeling resulting in permanent modification of space; for example, construction of a breakfast nook in a kitchen. It may involve completely remodeling a room, such as a kitchen or bathroom, or a structural change such as separation of living and dining areas by a permanent room divider. It may

also include attached equipment installed in the house for the first time; i.e., built-in dishwasher. Alterations outside the structure consist of installing walks, driveways, fences, storm windows or doors, planting trees or shrubbery, or swimming pools built into the ground.

Replacements.—This refers to the complete substitution of a new piece of fixed equipment, surfacing, or fixed appliances for an old item that was previously there. For example, a new gas furnace or central air-conditioning system for one that no longer functioned properly. Excluded are appliances such as clothes washers, refrigerators, or window air-conditioners.

Repairs.—This refers to jobs necessary for maintenance and preventive care of the structure, property, and fixed equipment; for example, painting, papering, floor sanding, mending water pipes, and replacing parts of large equipment such as a furnace valve.

Plans for improvements during the next 12 months.—This item is restricted to owner-occupied, one-family homes without a commercial establishment or medical or dental office on the property. This item refers to the respondent's plans, if any, to make improvements on his property (additions, alterations, replacements, or repairs) during the 12-month period following enumeration and whether the labor and/or materials for any one job cost more or less than \$100.

Purchase price of mobile home.—This item refers to owner-occupied mobile homes and trailers on less than 10 acres. The purchase price is the total cost of the mobile home or trailer at the time of purchase including the downpayment but excluding site or closing costs (salesman's commissions, notary fees, title search, transfer taxes, etc.). The "not purchased" category refers to mobile homes and trailers that were not purchased by any occupant of the unit; for example, the unit was given as a gift.

APPENDIX A—Continued

Year mobile home acquired.—This item pertains to owner-occupied mobile homes and trailers on less than 10 acres. "Year purchased" is the calendar year the current family took possession of the mobile home or trailer, not the year the mobile home or trailer was built. "Purchased" includes purchase as well as other forms of taking possession such as inheritance, gift, trade, and foreclosure.

Mobile home acquired new.—The data pertain to owner-occupied mobile homes and trailers on less than 10 acres. "Acquired new" means that no other person or family lived in or used the mobile home or trailer for a business, etc., before the present owner acquired it.

Contract rent.—The data are presented separately for renter-occupied housing units and renter-occupied mobile homes and trailers. Contract rent is the monthly rent agreed to, or contracted for, even if the furnishings, utilities, or services are included. The statistics on rent exclude one-family homes and mobile homes and trailers on 10 acres or more. Renter units occupied without payment of cash rent are shown separately as "no cash rent" in the rent tabulations.

Gross rent.—The statistics are shown separately for renter-occupied housing units and renter-occupied mobile homes and trailers. The computed rent termed "gross rent" is the contract rent plus the estimated average monthly cost of utilities (electricity, gas, water) and fuels (oil, coal, kerosene, wood, etc.), if these items are paid for by the renter (or paid for him by someone else, such as a relative, welfare agency, or friend) in addition to rent. Contract rent is the monthly rent agreed to, or contracted for, regardless of any furnishings, utilities, or services that may be included. Thus, gross rent is intended to eliminate differentials which result from varying practices with respect to the inclusion of utilities and fuel as part of the rental payment. The estimated costs of water and fuels are reported on a yearly basis but they are converted to

monthly figures in the computation process.

The statistics on rent exclude one-family houses and mobile homes and trailers on 10 acres or more. Renter units occupied without payment of cash rent are shown separately as "no cash rent" in the rent tabulations.

Gross rent in nonsubsidized housing.—The gross rent for nonsubsidized housing units excludes units reported in public housing projects, units with Federal, State, or local government rent subsidies, as well as one-family homes on 10 acres or more. Data on nonsubsidized units in this report are not based on government or local records; the figures are, therefore, subject to the ability of a respondent to properly classify his unit as subsidized or nonsubsidized housing.

Gross rent as percentage of income.—The yearly gross rent (monthly gross rent multiplied by 12) is expressed as a percentage of the total income of the family or primary individual. The percentage is presented for the same renter-occupied units for which gross rent was tabulated; thus, the statistics on gross rent as percentage of income reflect the exclusion of certain renter-occupied units. The percentage was computed separately for each unit and was rounded to the nearest whole number. For gross rent and income the dollar amounts were used in the computation. Units for which no cash rent is paid and units occupied by families or primary individuals who reported no income or a net loss comprise the category "not computed."

The 1974 income statistics are for the 12 months prior to the date of enumeration. For 1970, the income statistics cover the calendar year 1969.

Gross rent in nonsubsidized housing as percentage of income.—This item was computed in the same manner as gross rent (as percentage of income), except that rents and incomes for public and subsidized housing units were excluded. Data on nonsubsidized units in this report are

not based on government or local records; they are, therefore, subject to the ability of a respondent to properly classify his unit as subsidized or nonsubsidized housing.

Rent asked.—For vacant units, the rent is the amount asked for the unit at the time of enumeration and may differ from the rent contracted for when the unit is occupied. The data are for vacant year-round units for rent, excluding one-family homes on ten acres or more. The median rent asked is shown separately for units in which the rent includes payment for all utilities (electricity, gas, and water) and fuels (oil, coal, kerosene, wood, etc.). Median rent asked is also shown for units in which the rent includes utilities, fuels, and payment for garbage and trash collection service.

Public or private housing.—A housing unit is classified as being in a "public housing project" if the structure in which the unit is located is owned by a local housing authority or other public agency such as a housing and redevelopment authority or a housing development agency and operated as public housing. These organizations may receive subsidies from the Federal or State government but the local agency owns the property. All other housing units are classified as "private housing."

Data on public or private housing units in this report are not based on government or local records; the figures are, therefore, subject to the ability of a respondent to properly classify his unit as public or private housing.

Household Characteristics

Household.—A household consists of all the persons who occupy a housing unit. By definition, the count of households is the same as the count of occupied housing units.

Head of household.—One person in each household is designated as the "head," that is, the person who is regarded as the

APPENDIX A—Continued

head by the members of the household. However, if a married woman living with her husband is reported as the head, her husband was considered the head for the purpose of simplifying the tabulations.

Household composition or type of household.—Statistics by age of head are presented separately for two-or-more-person households and for one-person households. Households having two or more persons are further subdivided as follows:

Male head, wife present, no nonrelatives.—Each household in this group consists of the head and his wife, and other persons, if any, all of whom are related to him. In tables 3, 9, and 15, however, the category "husband-wife" consists of the head and his wife and all other persons occupying the unit whether or not they are related to the head.

Other male head.—This category includes households with male head, wife present and nonrelatives living with them; male heads who are married, but with wife absent because of separation or other reason where husband and wife maintain separate residences; and male heads who are widowed, divorced, or single. As indicated above, however, in tables 3, 9, and 15, all "male head-wife present" households are included in the "husband-wife" category.

Female head.—This group comprises households with female heads regardless of their marital status. Included are female heads with no spouse and female heads whose husbands are living away from their families, as, for example, husbands in the Armed Forces living on military installations.

Households consisting of only one person are shown separately as "one-person households" and are not included in the subcategories "other male head" and "female head."

Family or primary individual.—Housing units are occupied by either "families" or "primary individuals." The term "family"

refers to the head of a household and all (one or more) other persons living in the same household who are related to the head by blood, marriage, or adoption. If the head lives alone or with nonrelatives only, then the head is considered a "primary individual."

Married couples related to the head of a family are included in the family and are not considered as separate families. A lodger, servant, or other person unrelated to the head is considered a member of the household but not of the family.

In the statistics on household composition, families are always included in one of the three major groups of two-or-more-person households. Primary individuals with nonrelatives living with them are tabulated as "other male head" or "female head." Primary individuals living alone are always tabulated as "one-person households."

Subfamily.—A subfamily is a married couple with or without children, or one parent with one or more own single (never married) children under 18 years old, living in a household and related to, but not including the head of the household or his wife. The most common example of a subfamily is a young married couple sharing the home of the husband's or wife's parents.

Age of head.—The age classification refers to the age reported for the head of the household as of his last birthday.

Persons 65 years old and over.—All persons, including the head, who are members of the household and are 65 years old and over are included in the count of persons 65 years old and over.

Own children.—Statistics on presence of "own" children of household heads are shown in this report. A child under 18 years old is defined as an "own" child if he or she is a single (never married) son, daughter, stepchild, or adopted child of a household head. Own children of subfamilies are excluded from the total count of own children.

Other relative of head.—This category includes all persons related to the head by blood, marriage, or adoption except wife or child of head and members of subfamilies.

Nonrelative.—A nonrelative of the head is any person in the household who is not related to the head by blood, marriage, or adoption. Roomers, boarders, lodgers, partners, resident employees, wards, and foster children are included in this category.

Years of school completed by head.—The statistics refer to the highest grade of regular school completed and not to the highest grade attended. For persons still attending school, the highest grade completed is one less than the one in which they are currently enrolled. "Regular" school refers to formal education obtained in graded public, private, or parochial schools, colleges, universities, or professional schools, whether day or night school, and whether attendance was full or part time. That is, "regular schooling" is formal education which may advance a person toward an elementary or high school diploma, or college, university, or professional school degree. Schooling or tutoring in other than regular schools is counted only if the credits obtained are regarded as transferable to a school in the regular school system. Household heads whose highest grade completed was in a foreign school system or in an ungraded school were instructed to report the approximate equivalent grade (or years) in the regular United States school system. A head was not reported as having completed a given grade if he dropped out or failed to pass the last grade attended. Education received in the following types of schools is not counted as "regular schooling": Vocational schools, trade schools, business schools, and non-credit adult education classes.

Means of transportation and distance and travel time to work.—The statistics are restricted to household heads who had a job the week prior to enumeration. A job

APPENDIX A—Continued

is defined as a definite arrangement for regular part-time or full-time work for pay every week or every month. Heads who do not report to the same place of work every day comprise the "No fixed place of work" category.

Head's principal means of transportation to work.—If different means of transportation are used on different days, the means used most often is recorded. If more than one means of transportation is used each day, the means covering the greatest distance is recorded. A "carpool" is where one or more persons regularly ride in the car with the head; the head may share driving, drive others, or ride with someone else. The category "mass transportation" includes railroad, subway, elevated transportation system, bus and streetcar.

Distance from home to work.—The statistics refer to the one-way distance the head of household travels from home to work. The category "Less than 1 mile" includes heads who work at home.

Travel time from home to work.—The data refer to the average time it takes the household head to travel one way from home to work. The category "Under 15 minutes" includes heads who work at home.

Income.—The statistics on income in the Annual Housing Survey are based on the respondent's reply to questions on income for the 12 months prior to enumeration and is the sum of the amounts reported for wage and salary income, net self-employment income, Social Security or railroad retirement income, public assistance or welfare payments, and all other money income. The figures represent the amount of income received before deductions for personal income taxes, Social Security, union dues, bond purchases, health insurance premiums, Medicare deductions, etc.

In this report, the statistics relate to the money income of the family or pri-

mary individual occupying the housing unit; that is, the sum of the income of the head of the family and all other members of the family 14 years old and over or the income of the primary individual. Incomes of persons living in the the unit but not related to the head of the household are not included in this sum.

Wage or salary income is defined as the total money earnings received for work performed as an employee at any time during the 12-month period prior to enumeration. It includes wages, salary, piece-rate payments, commissions, tips, cash bonuses, and Armed Forces pay. Net self-employment income is defined as net money income (gross receipts minus operating expenses) received from a business, professional practice, partnership, or farm in which the person was engaged on his own account.

Social Security or railroad retirement income includes cash receipts of Social Security pensions; survivors' benefits, disability insurance programs for retired persons, dependents of deceased insured workers, or disabled workers; and deductions for Medicare and health insurance premiums. Cash receipt of retirement, disability, and survivors' benefit payments made by the U.S. Government under the Railroad Retirement Act are also included. Separate payments received for hospital or other medical care are not included.

Income from all other sources includes money income received from sources such as periodic payments from estates and trust funds; dividends; interest; net rental income (or loss) from property rentals; net receipts from roomers or boarders; net royalties; public assistance or welfare payments which include cash receipts received from public assistance programs such as old age assistance, aid to families with dependent children, and aid to the blind or totally disabled; unemployment insurance benefits; money received for transportation and/or subsistence by persons participating in special governmental training programs such as the Area Redevelopment Act and the

Manpower Development and Training Act; workmen's compensation cash benefits; periodic payments by the Veterans Administration to disabled members of the Armed Forces or to survivors of deceased veterans; public or private pensions; periodic receipts from insurance policies or annuities; alimony or child support from persons who are not members of the household; net gambling gains; and nonservice scholarships and fellowships.

Receipts from the following sources were not included as income: Value of income "in kind" such as free living quarters, housing subsidies, food stamps, or food produced and consumed in the home; money received from the sale of property (unless the recipient was engaged in the business of selling such property); money borrowed; tax refund; withdrawal of bank deposits; accrued interest on "uncashed" savings bonds; exchange of money between relatives living in the same household; and gifts and lump-sum insurance payments, inheritances, and other types of lump-sum receipts.

The income statistics and the characteristics of the household refer to different periods in time. For 1974, the income data refer to the 12 months prior to enumeration (April 1974 through March 1975), whereas the household characteristics refer to the date of enumeration. For 1970, income data refer to the calendar year 1969, whereas the household characteristics refer to April 1, 1970. Thus, the income of the family does not include amounts received by persons who were members of the family during all or part of the income period if these persons no longer resided with the family at the time of enumeration. On the other hand, family income includes amounts reported by related persons who did not reside with the family during the income period but who were members of the family at the time of enumeration. For most families, however, the income reported was received by persons who were members of the family throughout the income period.

APPENDIX A—Area Classifications and Definitions and Explanations of Subject Characteristics

AREA CLASSIFICATIONS	App-1	Electric wall outlets	App-6
Counties	App-1	Electric fuse blowouts	App-6
Standard Metropolitan		Garbage collection service	App-6
Statistical Areas	App-1	Exterminator service	App-7
DEFINITIONS AND EXPLANATIONS		Street conditions and	
OF SUBJECT CHARACTERISTICS	App-1	neighborhood services	App-7
General	App-1	Financial Characteristics	App-8
Comparability with 1973		Income	App-8
Annual Housing Survey	App-2	Value	App-9
Living Quarters	App-2	Gross rent	App-9
Housing units	App-2	FACSIMILE OF THE ANNUAL	
Group quarters	App-2	HOUSING SURVEY	
Rules for mobile homes,		QUESTIONNAIRE: 1974	App-10
hotels, rooming houses, etc.	App-2	AREA CLASSIFICATIONS	
Institutions	App-2	Counties	
Occupancy Characteristics	App-2	The primary divisions of most of the	
Occupied housing units	App-2	States are termed counties; in Louisiana	
Persons	App-2	the corresponding units are termed par-	
Race	App-2	ishes. Alaska has no counties; in this	
Spanish origin	App-3	State, areas designated census divisions	
Tenure	App-3	have been defined for general statistical	
Duration of occupancy	App-3	purposes by the State in cooperation with	
Household Characteristics	App-3	the Census Bureau, and are treated as	
Household	App-3	county equivalents. Four States (Mary-	
Head of household	App-3	land, Missouri, Nevada, and Virginia) con-	
Type of household	App-3	tain one or more cities that are independ-	
Family or primary individual	App-3	ent of any county; for statistical purposes	
Subfamily	App-3	these independent cities are treated as	
Own children	App-3	county equivalents.	
Other relative of head	App-4	Standard Metropolitan Statistical	
Nonrelative	App-4	Areas	
Selected Characteristics, by Break-		The definitions of standard metropolitan	
downs or Failures	App-4	statistical areas used in the Annual Hous-	
Bedrooms	App-4	ing Survey correspond to the 243 SMSA's	
Rooms	App-4	used in the 1970 census. These include	
Plumbing facilities	App-4	the 228 SMSA's as defined and named in	
Complete bathrooms	App-4	the Bureau of the Budget publication,	
Flush toilet, water supply,		Standard Metropolitan Statistical Areas:	
sewage disposal, and heating		1967, U.S. Government Printing Office,	
equipment	App-4	Washington, D.C. 20402. After 1967, 15	
Insufficient heat	App-5	SMSA's were added of which 2 were	
Complete kitchen facilities	App-5	defined in January 1968 and an addi-	
Basement	App-6	tional 13 were defined in February 1971	
Units in structure	App-6	on the basis of the results of the 1970	
Roof	App-6	census. Changes in SMSA definition	
Interior ceilings and walls	App-6	criteria, boundaries, and titles made after	
Interior floors	App-6		
Common stairways	App-6		
Light fixtures in public halls	App-6		
Electric wiring	App-6		

February 1971 are not reflected in this series of reports. SMSA's are defined by the Office of Management and Budget (formerly Bureau of the Budget).

Except in the New England States, a standard metropolitan statistical area is a county or group of contiguous counties which contains at least one city of 50,000 inhabitants or more, or "twin cities" with a combined population of at least 50,000. In addition to the county or counties containing such a city or cities, contiguous counties are included in an SMSA if, according to certain criteria, they are socially and economically integrated with the central city. In the New England States, SMSA's consist of towns and cities instead of counties. Each SMSA must include at least one central city, and the complete title of an SMSA identifies the central city or cities. For a detailed description of the criteria used in defining SMSA's, see the Bureau of the Budget publication cited above.

In this report, figures for "in central cities" refer to all housing units within the legal city boundaries. For a few central cities, the figures include some housing units in parts of the city classified as rural in the 1970 census.

DEFINITIONS AND EXPLANATIONS OF SUBJECT CHARACTERISTICS

General

As stated in the introductory text of this report, the 1974 Annual Housing Survey was conducted by direct interview. The survey enumerators were instructed to read the questions directly from the questionnaire. The definitions and explanations given below for each subject are, to a considerable extent, drawn from various technical and procedural materials used in the collection of the data. This material helped the enumerative personnel to understand more fully the intent of each question and thus to resolve problem or unusual cases. Additional explanatory information has been added

APPENDIX A—Continued

to this portion of the text to assist the user in the proper utilization of the statistics.

Comparability with 1973 Annual Housing Survey.—The concepts and definitions are essentially the same for items that appear in both the 1974 and the 1973 reports. Year to year comparisons of counts and characteristics reveal that many of the differences are small. Small differences, particularly when based on small subclasses of housing units, should be interpreted with care.

Living Quarters

Living quarters are classified as either housing units or group quarters. Usually, living quarters are in structures intended for residential use (e.g., a one-family home, apartment house, hotel or motel, boarding house, or mobile home or trailer). Living quarters may also be in structures intended for nonresidential use (e.g., the rooms in a warehouse where a watchman lives), as well as in places such as tents, caves, and old railroad cars.

Housing units.—A housing unit is a house, an apartment, a group of rooms, or a single room occupied or intended for occupancy as separate living quarters. Separate living quarters are those in which the occupants do not live and eat with any other persons in the structure and which have either (1) direct access from the outside of the building or through a common hall used by the occupants of another unit or by the general public or (2) complete kitchen facilities for the exclusive use of the occupants. The occupants may be a single family, one person living alone, two or more families living together, or any other group of related or unrelated persons who share living arrangements (except as described in the section on group quarters). For vacant units, the criteria of separateness, direct access, and complete kitchen facilities for exclusive use are applied to the intended occupants, whenever possible. If the information cannot be obtained, the criteria are applied to the previous occupants. Both

occupied and vacant housing units are included in the housing inventory, except that mobile homes, trailers, tents, caves, boats, railroad cars, and the like, are included only if they are occupied.

Group quarters.—Group quarters are living arrangements for institutional inmates or for other groups containing five or more persons not related to the person in charge. Group quarters are located most frequently in institutions, boarding houses, military barracks, college dormitories, fraternity and sorority houses, hospitals, monasteries, convents, and ships. A house or apartment is considered group quarters if it is shared by the person in charge and five or more persons unrelated to him, or if there is no person in charge, by six or more unrelated persons. Information on the housing characteristics of group quarters was not collected.

Rules for mobile homes, hotels, rooming houses, etc.—Mobile homes or trailers, tents, boats, or railroad cars are not considered housing units if vacant, used only for business, or used only for vacations.

Occupied rooms or suites of rooms in hotels, motels, and similar places are classified as housing units only when occupied by permanent residents, i.e., persons who consider the hotel as their usual place of residence or have no usual place of residence elsewhere. Vacant rooms or suites of rooms are classified as housing units only in those hotels, motels, and similar places in which 75 percent or more of the accommodations are occupied by permanent residents.

If any of the occupants in a rooming or boarding house live and eat separately from everyone else in the building and have either direct access or complete kitchen facilities for exclusive use, their quarters are classified as separate housing units. The remaining quarters are combined. If the combined quarters contain four or fewer roomers unrelated to the head, they are classified as one housing unit; if the combined quarters contain five or more roomers unrelated to the

head or person in charge, they are classified as group quarters. In a dormitory, residence hall, or similar place, living quarters of the supervisory staff and other employees are separate housing units if they satisfy the housing unit criteria; other living quarters are considered group quarters.

Institutions.—Living quarters of staff personnel are separate housing units if they satisfy the housing unit criteria. Other living quarters are considered group quarters.

Occupancy Characteristics

Occupied housing units.—A housing unit is classified as occupied if a person or group of persons is living in it at the time of enumeration or if the occupants are only temporarily absent—for example, on vacation. However, if the unit was occupied entirely by persons with a usual place of residence elsewhere, the unit is classified as vacant. By definition, the count of occupied housing units is the same as the count of households.

Persons.—All persons occupying the housing unit are counted. These persons include not only occupants related to the head of the household but also any lodgers, roomers, boarders, partners, wards, foster children, and resident employees who share the living quarters of the household head.

A person is enumerated at his usual place of residence, which refers to the place where the person lives and sleeps most of the time. This place is not necessarily the same as his legal residence, voting residence, or domicile.

Race.—The classification by race shown here refers to the race of the head of the household occupying the housing unit. The concept of race as used by the Census Bureau does not denote clear-cut scientific definitions of biological stock. The enumerator was to report the race of the head of the household in three categories: White, Negro, and other. The last category includes American Indian, Chinese, Eskimo, Japanese, Korean, and any other race except white and Negro. Figures on tenure are given separately for

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white and Negro heads of household; units with household heads of other races are included in the total in tables 1, 37, 49, 61, and 73 and may be derived by subtracting the sum of white and Negro from the total. More detailed characteristics of units with Negro head of household are presented in separate tables. The classification of race in the 1974 Annual Housing Survey was made by the enumerator based on his own observations. In the 1970 census, race was essentially a self-classification by people according to the race with which they identified themselves.

Spanish origin.—The classification by Spanish origin here refers to the origin of the head of the household occupying the housing unit. Detailed characteristics of units with head of Spanish origin are presented in separate tables. Spanish origin was determined on the basis of a question that asked for self-identification of a person's origin or descent. Respondents were asked to select their origins from a "flash card." Persons of Spanish origin were those who indicated that their origin was either Mexican-American, Chicano, Mexican, Mexicano, Puerto Rican, Cuban, Central or South American, or other Spanish.

In the 1970 census and current surveys' reports, Spanish persons are identified according to various criteria: Birthplace, birthplace of parents, language, surname, and origin or descent. For this reason, care should be taken in making comparisons of Spanish origin estimates from the Annual Housing Survey and other surveys.

Tenure.—A housing unit is "owner occupied" if the owner or co-owner lives in the unit, even if it is mortgaged or not fully paid for. A cooperative or condominium unit is "owner occupied" only if the owner or co-owner lives in it. All other occupied units are classified as "renter occupied," including units rented for cash rent and those occupied without payment of cash rent.

Duration of occupancy.—Data on duration of occupancy are based on information for the head of household; the data

refer to the period when present occupancy began. Statistics are shown on whether the head lived in the unit "less than 3 months" or "3 months or longer." A head who "lived here last winter" must have moved into his unit prior to the previous February.

Household Characteristics

Household.—A household consists of all the persons who occupy a housing unit. By definition, the count of households is the same as the count of occupied housing units.

Head of household.—One person in each household is designated as the "head," that is, the person who is regarded as the head by the members of the household. However, if a married woman living with her husband is reported as the head, her husband was considered the head for the purpose of simplifying the tabulations.

Type of household.—Statistics are presented separately for two-or-more-person households and for one-person households. Households having two or more persons are further subdivided as follows:

Husband-wife.—In this report and in the series H-150-74, part B report, each household in this group consists of the head and his wife, and all other persons occupying the unit whether or not they are related to the head. In parts A, C, D, and E of the series H-150-74 reports, the category "male head, wife present, no nonrelatives" excludes persons not related to the head.

Other male head.—This category includes households with male heads who are widowed, divorced, or single and households with male heads who are married but with wife absent because of separation or other reason where husband and wife maintain separate residences.

Female head.—This group comprises households with female heads regardless of their marital status. Included are female heads with no spouse and female heads whose husbands are living away from their families, as for

example, husbands in the Armed Forces living on military installations.

Households consisting of only one person are shown separately as "one-person households" and are not included in the subcategories "other male head" and "female head."

Family or primary individual.—Housing units are occupied by either "families" or "primary individuals." The term "family" refers to the head of a household and all (one or more) other persons living in the same household who are related to the head by blood, marriage, or adoption. If the head lives alone or with nonrelatives only, then the head is considered a "primary individual."

Married couples related to the head of a family are included in the family and are not considered as separate families. A lodger, servant, or other person unrelated to the head is considered a member of the household but not of the family.

In the statistics on household composition, families are always included in one of the three major groups of two-or-more-person households. Primary individuals with nonrelatives living with them are tabulated as "other male head" or "female head." Primary individuals living alone are always tabulated as "one-person households."

Subfamily.—A subfamily is a married couple with or without children, or one parent with one or more own single (never married) children under 18 years old, living in a household and related to, but not including the head of the household or his wife. The most common example of a subfamily is a young married couple sharing the home of the husband's or wife's parents.

Own children.—Statistics on presence of "own" children of household heads are shown in this report. A child under 18 years old is defined as an "own" child if he or she is a single (never married) son, daughter, stepchild, or adopted child of a household head. Own children of subfamilies are excluded from the total count of own children.

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Other relative of head.—This category includes all persons related to the head by blood, marriage, or adoption except wife or child of head and members of sub-families.

Nonrelative.—A nonrelative of the head is any person in the household who is not related to the head by blood, marriage, or adoption. Roomers, boarders, lodgers, partners, resident employees, wards, and foster children are included in this category.

Selected Characteristics, by Breakdowns or Failures

Bedrooms.—The number of bedrooms in the unit is the count of rooms used mainly for sleeping, even if also used for other purposes. Rooms reserved for sleeping such as guest rooms, even though used infrequently, are counted as bedrooms. On the other hand, rooms used mainly for other purposes, even though used also for sleeping, such as a living room with a hideaway bed, are not considered bedrooms. A housing unit consisting of only one room, such as a one-room efficiency apartment, is classified, by definition, as having no bedroom.

Data on bedrooms lacking privacy are shown for housing units with two or more bedrooms. Units have bedrooms lacking privacy when it is necessary to pass through a bedroom to get to another room, such as a den, and/or to get to the bathroom. The bathroom access criteria is applied only to units with one complete bathroom or one bathroom plus half bath in which the half bath lacks a flush toilet.

Statistics on the number of bedrooms regularly used by three or more persons are shown separately for three-or-more-person households. Not included are bedrooms used for sleeping by three or more persons only on an occasional basis such as by visitors.

Rooms.—In this report, rooms include whole rooms used for living purposes, such as living rooms, dining rooms, bedrooms, finished attic or basement

rooms, recreation rooms, permanently enclosed porches that are suitable for year-round use, and lodgers' rooms. Also included are rooms used for offices by a person living in the unit. Not included as rooms are kitchens, bathrooms, halls, foyers or vestibules, balconies, closets, alcoves, pantries, laundry or furnace rooms, unfinished attics or basements, other unfinished space used for storage, open porches, trailers used only as bedrooms, and offices used only by persons not living in the unit.

Plumbing facilities.—The category "with all plumbing facilities" consists of units which have hot and cold piped water inside the structure, as well as a flush toilet and a bathtub or shower inside the structure for the exclusive use of the occupants of the unit. All plumbing facilities must be located in the structure but they need not be in the same room. "Lacking some or all plumbing facilities" means that the unit does not have all three specified plumbing facilities (hot and cold piped water, as well as flush toilet and bathtub or shower inside the structure), or that the toilet or bathing facilities are also for the use of the occupants of other housing units.

Complete bathrooms.—A housing unit is classified as having a complete bathroom if it has a room with a flush toilet and bathtub or shower and a wash basin, as well as piped hot water in the structure for the exclusive use of the occupants of the unit. A half bathroom has either a flush toilet or a bathtub or shower for exclusive use, but does not have all the facilities for a complete bathroom.

The category "none or also used by another household" consists of units with no bathroom facilities, units with only a half bathroom, units with bathroom facilities which are also for the use of the occupants of other housing units, and units with all bathroom facilities but not in one room.

Flush toilet, water supply, sewage disposal, and heating equipment.—Data on

breakdowns or failures of flush toilet, water supply, and sewage disposal are shown if the housing unit was occupied by the head of the household at least three months prior to enumeration and if the breakdown or failure lasted six consecutive hours or longer during the three months prior to enumeration. For breakdowns or failures of heating equipment, data are shown for units occupied by the household head during the winter prior to enumeration if the equipment was unusable for six consecutive hours or longer during that time. To qualify as having lived here "last winter," the household head must have moved into the unit prior to the previous February. Further discussion of each item is given below:

Flush toilet.—The statistics on breakdowns or failures of flush toilet are limited to units that had all plumbing facilities with only one flush toilet, that is, one complete bathroom or one complete bathroom plus half bath without flush toilet. The flush toilet may be completely unusable because of broken pipes, stopped up soil pipe, lack of water supplied to the flush toilet, or some other reason.

Units with breakdown or failure in flush toilet are classified according to the number of breakdowns or failures and to the most common source of the problem. "Problems inside the building" refer to such breakdowns or failures as broken pipes in the unit (or building), a cracked or broken bowl, or faulty flushing mechanism. "Problems outside the building" refer to such breakdowns or failures as breaks in the main water or sewer line or shutdown by the water company for maintenance or repairs.

Water supply.—Breakdowns or failures in the water supply were asked when the unit had piped water inside the structure. The water may be available from sources such as a sink, wash basin, bathtub, or shower. A unit is classified as having no piped water inside structure if the unit has no piped water or if the only piped water avail-

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able is outside the structure, for example, on an open porch or in another building. A breakdown or failure in the water supply means that the unit was completely without running water from its regular source. A unit was considered to be completely without running water if (1) the water system servicing the unit supplied no water at all, or (2) no water was available in the unit due to a breakdown or failure in the water supply inside the structure, or (3) the equipment and facilities (i.e., faucets in the kitchen and the bathroom sinks, faucet and shower in the bathtub, flush toilet, etc.) were all inoperable. If the faucet in the kitchen sink was broken but the one in the bathtub was working, the unit was not classified as being completely without water.

Units with a breakdown or failure in the water supply are classified according to the number of breakdowns or failures and to the most common source of the problem. "Problems inside the building" refer to such problems as broken pipes in the unit (or building) or turning the water off in the unit (or building) for maintenance and repairs. "Problems outside the building" refer to such problems as power failures, breaks in the main water line, or shutdown by the water company for maintenance and repairs.

Sewage disposal.—A public sewer is connected to a city, county, sanitary district, neighborhood, or subdivision sewer system. It may be operated by a governmental body or private organization. A septic tank or cesspool is an underground tank or pit used for disposal of sewage. Small sewage treatment plants which in some localities are called neighborhood septic tanks are classified as public sewers. A chemical toilet uses chemicals to break down or dissolve sewage. A privy refers to an "outhouse" or other small shelter outside the unit which contains a toilet. Sewage that is disposed of in some other way is

classified as other means; for example, it may be an individual sewer line running to a creek, lake, or swamp.

The number of breakdowns or failures in the means of sewage disposal is limited to units in which the means of sewage disposal was a public sewer, septic tank, or cesspool. The breakdown or failure may have been the result of an overloaded sewage disposal system, lack of running water, a broken or cracked tank, etc.

Heating equipment.—Warm-air furnace refers to a central system which provides warm air through ducts leading to various rooms; central heat pumps are included in this category. Steam or hot water refers to a central heating system in which heat from steam or hot water is delivered through radiators or other outlets. Built-in electric units are permanently installed in floors, walls, ceilings, or baseboards. A floor, wall, or pipeless furnace delivers warm air to the room right above the furnace or to the room(s) on one or both sides of the wall in which the furnace is installed. Other means include room heaters with or without flue, fireplaces, stoves, and portable heaters of all types.

Heating equipment is considered unusable if it cannot be used for the purpose intended; the breakdown or failure may be caused by broken pipes, electrical or gas parts out of order, or downed power lines.

Insufficient heat.—The statistics presented refer to housing units in which the household head occupied the unit during the winter prior to the date of enumeration. To qualify as having lived here "last winter," the household head must have moved into the unit prior to the previous February.

Separate data are shown for units with additional heat source, rooms which lacked specified heat source, and units with closed rooms. The term "specified heating equipment" includes warm-air furnace; steam or hot water system;

built-in electric units; floor, wall, or pipeless furnace; and room heaters with flue. Excluded are room heaters without flue or vent, fireplace, stoves, and portable heaters.

The data on additional heat source refer to units with "specified heating equipment" which *had* to use additional sources of heat to supplement the regular heating system because the regular system did not provide enough heat. Additional sources of heat such as kitchen stoves, fireplaces, or portable heaters, may have been used only in the mornings or on very cold evenings. Electric blankets, heating pads, or hot water bottles are not considered additional sources of heat.

"Rooms lacking specified heat sources" include rooms lacking hot air ducts, registers, radiators, and room heaters. The intent of this item was to identify rooms in units with "specified heating equipment" which did not contain the means of conveying the heat to the room. The kitchen was not considered to be a room for this item.

Separate data are also shown for rooms which were closed because they could not be kept warm. The rooms must have been closed for 7 consecutive days or longer during the previous winter and the unit must have "specified heating equipment." For this item, also, the kitchen was not considered a room.

Complete kitchen facilities.—A unit has complete kitchen facilities when it has all three of the following for the exclusive use of the occupants of the unit: (1) An installed sink with piped water, (2) a range or cookstove, and (3) a mechanical refrigerator. All kitchen facilities must be located in the structure. They need not be in the same room. Quarters with only portable cooking equipment are not considered as having a range or cookstove. An icebox is not included as a mechanical refrigerator.

The kitchen facilities are for the exclusive use of the occupants when they are used only by the occupants of one housing unit, including lodgers or other unrelated persons living in the unit. When a structure consists of only one housing

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unit, all equipment located inside the structure is classified, by definition, for exclusive use.

Basement.—Statistics on basements are presented in terms of the number of housing units located in structures built with a basement. A structure has a basement if there is enclosed space in which persons can walk upright under all or part of the building.

Basements in structures with occupied units are further classified by signs of water leakage. The category "with water leakage" consists of units in which the basement shows signs of water having leaked in from the outside, even if the signs only appear when it rains or during other similar situations. "No water leakage" means that the basement shows no signs of water leakage, or that the signs of water leakage are caused by a problem inside the structure such as faulty plumbing. If the basement shows signs of water having leaked in from the outside but the problem causing the leakage has been corrected, the unit was classified as having no water leakage.

Units in structure.—In the determination of the number of units in a structure, all housing units, both occupied and vacant, were counted. The statistics are presented in terms of the number of housing units in structures of specified type and size, not in terms of the number of residential structures. A structure is a separate building that either has open space on all sides or is separated from other structures by dividing walls that extend from ground to roof.

Roof.—Units "with water leakage" are those in which the roof shows signs of water having leaked in from the outside or where the roof leaks when it rains. "No water leakage" means that the roof shows no signs of water having leaked in from the outside or that the roof shows signs of water leakage but the problem causing the leakage has been corrected. If the signs of water leakage are caused by a problem inside the structure such as faulty plumbing, the unit was classified as having no water leakage.

Interior ceilings and walls.—Statistics are presented on whether or not there are open cracks or holes and broken plaster or peeling paint on the interior ceilings or walls of a housing unit. Included are cracks or holes that do not go all the way through to the next room or to the outdoors. "Hairline cracks" or cracks that appear in the walls or ceilings but are not large enough for a fingernail file to be inserted in, and very small holes caused by nails or other similar objects are not considered to be open cracks or holes.

Broken plaster or peeling paint must be on the inside walls or ceilings, and at least one area of the broken plaster or peeling paint must be approximately one square foot or larger.

Interior floors.—Data are shown on whether there are holes in the interior floors of a housing unit. The holes do not have to go through the floor. Excluded are very small holes caused by nails or other similar objects.

Common stairways.—The statistics on common stairways are presented for housing units in structures of two or more units with common stairways. The figures reflect the physical condition of the stairway, i.e., whether there are loose, broken, or missing steps or stair railings. Common stairways are stairways which are usually used by the occupants of more than one unit or by the general public. They may be either inside the structure or attached to the outside of the building.

Light fixtures in public halls.—The statistics on light fixtures in public halls are presented in terms of the number of housing units in structures of two or more units with public halls which have light fixtures and whether the light fixtures are in working order. Light fixtures include wall lights, ceiling lights, or table lamps in the public halls of the building. Public halls are used by the occupants of more than one unit or by the general public.

Electric wiring.—A housing unit is classified as having exposed electric wiring if the unit has any wiring that is not enclosed, either in the walls or in metal coverings, or if the wiring is outside the walls but enclosed in some material other than metal. Extension cords and other types of wiring that extend from a wall outlet to an appliance or lamp are not considered as exposed wiring.

Electric wall outlets.—A housing unit is classified as having electric wall outlets in each room if there is at least one working electric wall or wall plug in each room of the unit. A working electric wall outlet or wall plug is one that is in operating condition, i.e., can be used when needed. If a room does not have an electric wall outlet, an extension cord used in place of a wall outlet is not considered to be an electric wall outlet.

Electric fuse blowouts.—These statistics are presented for occupied housing units in which an electrical circuit fuse had blown or a breaker switch had tripped during the 3 months prior to enumeration. The data are restricted to households that had been at their present address for at least 3 months prior to the date of enumeration. A blown fuse or tripped breaker switch results in the temporary loss of electricity until the fuse is replaced or the breaker switch is reset. Blown fuses inside certain appliances or equipment (such as some large air conditioners) are counted as "fuse or switch blowouts."

Garbage collection service.—A housing unit is classified as having garbage collection service if either a private or public company collects the trash or garbage on a regular basis and carries it to public disposal areas. In some areas where the garbage (food waste) is collected by one company and the trash (paper, cans, etc.) by another, data are obtained only for the garbage collection service.

If the household does not have garbage collection service, the means of garbage disposal is classified as follows:

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Incinerator, trash chute, or compactor.—An incinerator is a large unit on the property designed to burn all trash and garbage. Trash chutes and compactors were marked as the means of garbage disposal when the final means of disposal was not known, that is, if the respondent knew only that he put his garbage down a trash chute or that his garbage goes into a compactor. A compactor is a unit which packs trash and garbage into smaller units for disposal.

Garbage disposal unit.—A garbage disposal unit is connected to the kitchen sink and grinds up the garbage, which is disposed through the sewage system.

Other means.—If the method of disposal does not fall into any of the classifications specified above, it is classified as "other means."

Exterminator service.—The statistics on exterminator service refer to households that have been at their present address for at least 3 months prior to the date of enumeration and who reported that they had seen mice or rats or signs or traces of their presence *inside* the house or building during the last 3 months. Signs of mice and rats or traces of their presence include droppings, holes in the wall, or ripped or torn food containers. "Regular extermination service" refers to periodic visits by a licensed company or individual who uses chemicals and sprays to control or kill pests and rodents. The regular service interval may be once a month, four times a year, or any other such interval. "Irregular extermination service" includes visits by an exterminator who is called only when needed by the household or building manager, or where it is known that a building is serviced but not whether the service is regular or irregular. "No extermination service" includes units in a house or building that have not been serviced during the 12 months prior to enumeration and units where it is not known if there is any exterminator service.

Street conditions and neighborhood services.—The statistics presented are based on the respondent's opinion and attitude toward the street and neighborhood in which he lives. Thus, the respondent's answer may or may not reflect the "actual" description of the street and neighborhood. Furthermore, the respondent may not have the same opinion as his neighbor about the street conditions and/or neighborhood services; for example, the respondent may feel that the street lighting or neighborhood shopping facilities are inadequate while his neighbor may not.

Street conditions.—The respondent was asked whether or not certain conditions were present on his street. The following is a list of the conditions:

1. **Noise.**—This category refers to street noises, such as children playing outdoors, noise from a factory or business, noises from airplane traffic, or any other sound that the respondent considers noise.
2. **Heavy traffic.**—This category reflects the respondent's opinion on whether there is heavy traffic from cars and/or trucks.
3. **Odors.**—This category refers to the presence of fumes, smoke, or gas coming from cars, trucks, nearby industries, factories, businesses, etc., in the opinion of the respondent.
4. **Litter.**—Included are all types of trash, debris, or junk such as paper, cans, or abandoned cars in the street, on empty lots, or on properties on the street which the respondent considers as litter.
5. **Abandoned buildings.**—Abandoned buildings refer to both single and multiunit buildings which the respondent reported to be abandoned or boarded up. Included in this category are remains of previous buildings.
6. **Deteriorating housing.**—Deteriorating housing refers to occupied housing units which in the

respondent's opinion are in run-down condition.

7. **Commercial or industrial.**—This category refers to commercial, industrial, or other activities, including both large and small industries as well as businesses and stores, that the respondent considers to be non-residential.

8. **Streets need repair.**—The data are based on the respondent's opinion that the streets, either paved or unpaved, are continually in need of repair or are bordered by open ditches used for water or sewage drainage.

9. **Inadequate street lighting.**—Inadequate street lighting includes areas, in the opinion of the respondent, that have no street lighting, streets with insufficient lighting, and streets where the lighting does not work adequately.

10. **Crime.**—This category refers to all forms of street and neighborhood crime such as petty theft, assaults against the person, burglary, etc., or any related activities that the respondent judges to be a crime.

The figures shown for the categories under "undesirable conditions" will not add to the total because more than one undesirable street condition may be reported for the same unit.

Street conditions and wish to move.—The category "would like to move" consists of housing units in which the respondent considers one or more street conditions (such as street noise) disturbing, harmful, or dangerous and so objectionable that he would like to move from the neighborhood.

Neighborhood services.—The data shown are based on the respondent's opinion of the adequacy of the following neighborhood services:

1. **Public transportation.**—The data are based on the respondent's opinion of the availability of public transportation such as bus, subway, or taxicab service.

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2. **Schools.**—The statistics are based on the respondent's opinion about the schools in his neighborhood, such as the proximity of the school, population of the student body, etc.

3. **Neighborhood shopping.**—This category refers to the respondent's opinion regarding stores such as grocery or drug stores and their merchandise, prices, or services in his vicinity.

Neighborhood services and wish to move.—The category "household would like to move" consists of housing units in which the respondent considers one or more neighborhood services (such as public transportation) so inadequate or unsatisfactory that he would like to move from the neighborhood.

The figures shown for the categories under "household would like to move" will not add to the total because more than one inadequate service may have been reported for the same unit.

Overall opinion of neighborhood.—The data presented are based on the respondent's overall opinion of the neighborhood according to the street conditions and the neighborhood services available (described in preceding paragraphs). The respondent was asked to rate the street or neighborhood as excellent, good, fair, or poor. Data are also shown for "wish to move" because of undesirable street conditions cross-classified by the respondent's overall opinion of his neighborhood.

Financial Characteristics

Income.—The statistics on income in the Annual Housing Survey are based on the respondent's reply to questions on income for the 12 months prior to enumeration and is the sum of the amounts reported for wage and salary income, net self-employment income, Social Security or railroad retirement income, public assistance or welfare payments, and all other money income. The figures represent the amount of

income received before deductions for personal income taxes, Social Security, union dues, bond purchases, health insurance premiums, Medicare deductions, etc.

In this report, the statistics relate to the money income of the family or primary individual occupying the housing unit, i.e., the sum of the income of the head of the family and all other members of the family 14 years old and over, or the income of the primary individual. Incomes of persons living in the unit but not related to the head of the household are not included in this sum.

Wage or salary income is defined as the total money earnings received for work performed as an employee at any time during the 12-month period prior to enumeration. It includes wages, salary, piece rate payments, commission, tips, cash bonuses, and Armed Forces pay. Net self-employment income is defined as net money income (gross receipt minus operating expenses) received from a business, professional practice, partnership, or farm in which the person was engaged on his own account.

Social Security or railroad retirement income includes cash receipts of Social Security pensions; survivors' benefits; disability insurance programs for retired persons, dependents of deceased insured workers, or disabled workers; and deductions for Medicare and health insurance premiums. Cash receipt of retirement, disability, and survivors' benefit payments made by the U.S. Government under the Railroad Retirement Act are also included. Separate payments received for hospital or other medical care are not included.

Income from all other sources includes money income received from sources such as periodic payments from estates and trust funds; dividends; interest; net rental income (or loss) from property rentals; net receipts from roomers or boarders; net royalties; public assistance or welfare payments which include cash receipts received from public assistance programs such as old age assistance, aid to families with dependent children, and aid to the blind or totally disabled; unem-

ployment insurance benefits; money received for transportation and/or subsistence by persons participating in special governmental training programs such as the Area Redevelopment Act and the Manpower Development and Training Act; workmen's compensation cash benefits; periodic payments by the Veterans Administration to disabled members of the Armed Forces or to survivors of deceased veterans; public or private pensions; periodic receipts from insurance policies or annuities; alimony or child support from persons who are not members of the household; net gambling gains; and nonservice scholarships and fellowships.

Receipts from the following sources were not included as income: Value of income "in kind" such as free living quarters, housing subsidies, food stamps, or food produced and consumed in the home; money received from the sale of property (unless the recipient was engaged in the business of selling such property); money borrowed; tax refund; withdrawal of bank deposits; accrued interest on "uncashed" savings bonds; exchange of money between relatives living in the same household; and gifts and lump-sum insurance payments, inheritances, and other types of lump-sum receipts.

The income statistics and the characteristics of the household refer to different periods in time, i.e., the income data refer to the 12 months prior to enumeration whereas the household characteristics refer to the date of enumeration. Thus, the income of the family does not include amounts received by persons who were members of the family during all or part of the income period if these persons no longer resided with the family at the time of enumeration. On the other hand, family income includes amounts reported by related persons who did not reside with the family during the income period but who were members of the family at the time of enumeration. For most families, however, the income reported was received by persons who were members of the family throughout the income period.

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There may be significant differences in the income data between the Annual Housing Survey and other Bureau of the Census' surveys and censuses. For example, the time period for income data in the Annual Housing Survey refers to the 12 months prior to enumeration while other income data generally refer to the calendar year prior to the date of enumeration. Additional differences in the income data may be attributed to factors such as the various ways income questions are asked, the sampling variability and nonsampling errors between the Annual Housing Survey and other Bureau surveys and censuses, survey procedures and techniques, and processing procedures.

Value.—Value is the respondent's estimate of how much the property (house and lot) would sell for if it were for sale. The statistics on value are shown only for one-family homes on less than 10 acres, without a commercial establishment or medical or dental office on the property. Owner-occupied cooperatives, condominiums, mobile homes, and trailers are excluded from the value tabulations.

Gross rent.—The computed rent termed "gross rent" is the contract rent plus the estimated average monthly cost of utilities (electricity, gas, water) and fuels (oil, coal, kerosene, wood, etc.), if these items are paid for by the renter (or paid for him by someone else, such as a relative,

welfare agency, or friend) in addition to rent. Contract rent is the monthly rent agreed to, or contracted for, regardless of any furnishings, utilities, or services that may be included. Thus, gross rent is intended to eliminate differentials which result from varying practices with respect to the inclusion of utilities and fuel as part of the rental payment. The estimated costs of water and fuels are reported on a yearly basis but they are converted to monthly figures in the computation process.

The statistics on rent exclude one-family houses on 10 acres or more. Renter units occupied without payment of cash rent are shown separately as "no cash rent" in the rent tabulations.