

TOWN OF STONY PLAIN

POLICY MANUAL Municipal Historic Designation Policy	Date Approved: October 27, 2008 Resolution No.: 415/10/08/SP
	Department: Business & Strategic Services Division:

Purpose

The Municipal Historic Designation Policy is in place to encourage the recognition, designation and/or the rehabilitation of historic places in Stony Plain.

It provides guidance to Town Council, Building Owners and Administration as a precondition to the Historic Designation Bylaw applicable to each property.

The Municipal Historic Designation Policy facilitates the maintenance of buildings in the Town of Stony Plain deemed to be of historic significance by allowing a tax incentive to the building owner.

Policy

Pursuant to the Historical Resources Act, this policy provides the vehicle for compensation to be paid to the owner of a property designated as a Historic Resources within the boundaries of the Town of Stony Plain. Compensation shall be in the form of a tax rebate.

The building must be designated a Municipal Historic Resource, pursuant to Section 22 of the Historical Resources Act, Registered Statutes of Alberta, 1980 as amended to be eligible for compensation pursuant to this policy. Designation of the building will prevent the building from being demolished.

General Responsibilities

Following is the list of general responsibilities to be carried out by the Multicultural Heritage Centre and the Town of Stony Plain to ensure the success of the Municipal Historic Designation Program:

The Multicultural Heritage Centre is a partner in this program. Their duties will be:

- Develop and maintain the Historic Registry;
- Determine a building's eligibility for designation by assessing the history, architecture and status of the building in accordance with the provincial survey and inventory program.
- Review and evaluate designation and make recommendations to the Town of Stony Plain;
- Respond to all inquiries regarding historic value and viability of buildings; and
- Conduct Historic Buildings Tours

The Town of Stony Plain duties will be:

- Responsible for updates and changes to this policy;
- Must adopt the Recognized Historic Resources database as developed by the Multicultural Heritage Centre;
- Pursue designation of the Municipal Historic Resource;
- Approve compensation pursuant to this policy and the ensuing Bylaw;
- Provide financial incentive and compensation to owners of designated Municipal Historic resources;
- Responsible for media relations and promotions of the program;
- Responsible for inquiries regarding eligibility for coverage under the policy and specific tax related inquiries;
- Upon confirmation of a property's eligibility from the Multicultural Heritage Centre and upon application of the property owner, the Town of Stony Plain shall manage the designation through the Bylaw process; and
- Review requests from property owners of designated properties to alter that property.

Procedures for Historical Designation

Upon consultation with the Multicultural Heritage Centre and meeting all guidelines for consideration, the building owner will apply to the Town of Stony Plain for a Municipal Historical Designation on their property.

The following table outlines the process required for designation as per the responsibilities delineated above:

<i>ACTION</i>	<i>RESPONSIBILITY</i>
1. Identify the building which may merit protection through designation.	Multicultural Heritage Centre
2. Based on the significance criteria supplied by the Municipal Heritage Partnership Program, evaluate the place to ensure it qualifies as a Historical Resource.	Multicultural Heritage Centre
3. Discuss designation with the owner and obtain permission to legally protect the place.	Multicultural Heritage Centre
4. Issue a notice of intention to designate.	Town of Stony Plain and Multicultural Heritage Centre
5. Complete a compensation agreement.	Town of Stony Plain
6. Implement Municipal Historic Resource Designation Bylaw.	Town of Stony Plain
7. Register the designation on title.	Town of Stony Plain
8. Complete mandatory documentation for listing on the Alberta and Canadian Registers of Historic Places.	Site owner and Multicultural Heritage Centre
9. Submit mandatory documentation to the Provincial Registrar for nomination to the Alberta and Canadian Registers of Historic Places.	Site owner and Multicultural Heritage Centre

Once a building is designated a Municipal Historic Resource the building may be eligible

for compensation encompassing:

Tax Incentive

The building may be eligible for a 5% rebate on the municipal portion only of the total assessed taxes up to a maximum five year period, commencing January 1 of the year the designating Bylaw is passed by Town Council. At the completion of this five year period, the process requires a re-assessment. This incentive is designed to assist the property owner in restoration and maintenance.

Compensation received by the owner is to be repaid if the Municipal Historic Resource is destroyed other than by an act of God or if the designating Bylaw is rescinded by Council at the request of the owner.

The compensation proposal is to be prepared in accordance with format established by Administration, to ensure adequate, consistent review and evaluation. An application for Municipal Historic Designation (Appendix A) shall be submitted on or before August 31 of each calendar year.

General Guidelines for Rehabilitation

Wherever possible, the uses proposed for a Municipal Historic Resource shall be compatible with the existing building such that only minimal changes are required to the building.

Alterations or additions of the building are expected to comply with the Standards and Guidelines for the Conservation of Historic Places in Canada published by the Parks Canada Agency.

These guidelines shall form part of the Bylaw designating a Municipal Historic Resource.

1. Original Character
2. The Historic Period
3. Witness to Change
4. Style and Craftsmanship
5. Recording
6. Codes
7. Improvements
8. Enforcement
9. Statement of Significance

Municipal Control

The Town of Stony Plain shall be protected in the granting of compensation for the designation of a Municipal Historic Resource through a variety of mechanisms including:

1. the Municipal Historic Resource will be designated through a Bylaw approved by Town Council;
2. full payment of all taxes and levies owned by the owner prior to submission of a request for compensation;
3. appropriate investigation of the owner and developer and the specific project;
4. all school taxes, local improvement charges will continue to be paid;
5. the total compensation for the building will not exceed 5 years;
6. no further compensation approved pursuant to Section 24.(4) of the Historical Resource Act, Revised Statutes of Alberta, 1980, as amended will be given to the owner once the Municipal Historic Resource Bylaw and agreement is passed by Council;

7. periodic inspection by the Town will be conducted during construction of the project to ensure the development meets the "General Guidelines for Rehabilitation" established for the project through the designating Bylaw;

