

# **Summary of visions, objectives, directives and possible responsibilities for the Planning and Development Departments Historic Resources Management Plan revision and business plan**

The following five areas were looked at; Register, Incentives, promotion, monitoring, other. The first four apply to the Planning and Development Departments Historic Resources management plan, while 'other' falls outside of the department's mandate. The areas covered in the 'other' section have been and will be given to the relevant organizations/groups to take on or investigate further. There is cross over between many areas and some are longer term projects, but the intentions are identified and will now inform how the business plan and policies will be changed to try achieve the visions. The Planning and Development Departments mandate deals more with 'bricks and mortar' than broader heritage matters such as museums, archives or management of such cultural resources.

## **REGISTER**

Summary of findings under the Register heading which deals with maintaining and developing the City's Register and building Inventory.

### *Vision Statement*

1. The 'Inventory of Historic Resources in Edmonton' is a comprehensive document that identifies all cultural heritage resources in the City that are of architectural, social, historic and environmental merit/value.

### *Objective Statements*

- a) The ranking system (A, B etc.) will be reassessed to determine if all resources should have an equal ranking or not.
  - i. Investigate how other municipalities rank their inventories.
  - ii. List implications of a single vs. ranked inventoryResponsibility: PDD (Heritage Planners), Edmonton Historical Board, Heritage community groups.
  
- b) Develop an assessment process that evaluates resources on their merits, not age, which includes architectural, social and historical significance, community values and aesthetic values.
  - i. Reassess the application to amend process and desired criteria which resources are evaluated against, to include broader significance values.
  - ii. Make sure the evaluation process matches the Provincial and Federal guidelines.
  - iii. Reassess a few existing resources to see if they would qualify under any new criteria that is developed.

*Responsibility: PDD (Heritage planners), Provincial Historic Resources Management, HRRP, Edmonton Design Committee.*

- c) The City will include heritage areas, neighbourhoods and urban and natural landscapes etc. in the Inventory

- i. Investigate if other municipalities have broader inventories that capture other heritage areas.
- ii. Determine what should be included on the Register then identify those existing 'heritage' sites and potential sites and develop a basic inventory of each area. (e.g. archaeological sites, heritage cultural landscapes and trails).

*Responsibility: PDD (Heritage Planners), Edmonton Historical Board, Community Services Department, relevant community & interest groups.*

- d) Investigate the option of the Review Panel being professional
  - i. Look at make up of similar board in other municipalities
  - ii. Assess support for and against and associated responsibility to manage the Panel
  - iii. Implications of being paid vs. voluntary

*Responsibility: PDD (Heritage Planners), Edmonton Historical Board, Provincial Historic Resources Management, Historic Resources Review Panel.*

2. Legislation and policies at all Government levels have been modified or changed to allow proactive heritage programming and afford resources greater protection.

- a) The City/heritage groups will work with and lobby the Provincial Government to amend the Historic Resources Act to enable municipalities to be more proactive and remove the compensation clause.
  - i. Review, explore other methods of compensation (remove vs. review compensation clause).
  - ii. Review implications removing compensation clause or requirement for owners 'consent'.
  - iii. Identify those best to take on the advocacy role.

*Responsibility: Council. PDD (Heritage Planners), Edmonton Historical Board, Provincial Historic Resources Management, relevant heritage community & interest groups dealing with heritage buildings.*

- b) The City and other municipalities will work with and lobby the Provincial Government to address any matters in the Municipal Government Act that may enable municipalities to deal with heritage in proactive manners.
  - i. Identify where Heritage concerns could be placed in the Planning Processes
  - ii. identify other incentives that are desired or are effective
  - iii. Identify those best to take on the advocacy role.

*Responsibility: City Council, Association of Albertan Municipalities or equivalent, Calgary City Council.*

- c) Explore what other legislative 'teeth' can be used to prevent demolition of historic resources (designated and non designated) or enforce non compliance issues related to heritage resources.

- i. Look at what tools other municipalities may have in place.
- ii. Identify effective and desired tools.
- iii. Look at NA Grave & repatriation act

*Responsibilities: PDD, other City Departments (Law, AM&PW), EHB*

- d) The City/Heritage Groups through its various associations will lobby for Federal incentives and initiatives.

- i. Identify incentives that are desired or are effective.
- ii. Identify those best to take on the advocacy role.

*Responsibility: City Council, Association of Canadian Municipalities or equivalent, Provincial Historic Resources Management, Provincial Government, Politicians.*

- e) Identify best practices for heritage preservation in other provinces and countries, then lobby and work with the Provincial and Federal government levels to change the legislation to reflect (or to allow municipalities to reflect and implement) the best practices.
  - i. Consult other provincial agencies on their heritage practices and determine what are desired or effective.
  - ii. Identify those best to take on the advocacy role.

*Responsibility: Provincial Government City Council, Association of Canadian Municipalities or equivalent, Provincial Historic Resources Management, Politicians.*

- f) Other city stakeholders should act as advocates and develop strategies to impact/influence Provincial and Federal heritage legislation.
  - i. Identify other stakeholders, such as building owners, EHB, BRZ's etc and develop courses to action to take.

*Responsibility: Heritage Planners, EHB, Building owners, Heritage Groups, Provincial Historic Resources Management.*

3. The interiors of resources are an integral part of those building identified on the inventory.

- a) Develop assessment criteria and a process to include building interiors.
  - i. look other municipal and provincial programs to develop any necessary criteria.

*Responsibility: Heritage planners, EHB, Provincial Historic Sites Services*

- b) Explore methods to encourage buildings to be opened up occasionally so that interior elements can be recognized or viewed.
  - i. Identify appropriate forums or occasions to encourage open houses.

*Responsibility: PDD (Heritage Planners), Edmonton Historical Board, EDHS, relevant heritage community & interest groups.*

4. All resources of architectural, historic and social significance in the city have been inventoried and continued to be assessed

- a) The City will develop partnerships with communities, individuals, etc. to carry out historic inventories and surveys of all its older neighbourhoods.
  - i. Identify neighbourhoods in need of inventories or updates
  - ii. Encourage communities to identify significant local resources.

*Responsibilities: PDD (Heritage Planners), Edmonton Historical Board, Provincial Historic Resources Management, BRZ's, community leagues, and other relevant heritage community & interest groups, consultants.*

- b) The Inventory should have periodic updates to capture key periods in time.
  - i. Determine appropriate timelines for resources to be considered 'heritage'.

*Responsibilities: PDD (Heritage Planners), Edmonton Historical Board, Provincial Historic Resources Management.*

- c) The Inventory should be electronically searchable by certain categories (names, dates, types, etc).

- i. Transcribe all information onto the PDD network and web page in a suitable spreadsheet.

*Responsibilities: PDD (Heritage Planners).*

5. There are adequate legislative means in place to prevent demolition of historic resources.

- a) The City will look at policies and other programs (safe housing etc) to help prevent those buildings on the Inventory from being demolished.
  - i. Identify existing available Bylaws and legislation that can assist in preventing demolition.
  - ii. Identify available grants/programs to rehabilitate houses/building and other sticks available.
  - iii. Seek legal advice on consequences of enforcement

*Responsibilities: PDD (Heritage Planners), Edmonton Historical Board, Provincial Historic Resources Management, relevant heritage community & interest groups dealing with heritage buildings*

- b) The Administration will explore if Demolition permits for those buildings on the Inventory can be required to have adequate justification and/or new development permits in place prior to issuance.
  - i. Work with the Planning Department's Development Compliance Branch and Zoning Planners to see how regulations can be changed to ensure proposals are in place prior to demolition permits being issued.
  - ii. Seek a better or lengthier demolition processes to allow sufficient delays for negotiations and review of heritage values.

*Responsibilities: PDD (Heritage Planners), Development Compliance Branch, Corporate Planning and Policy Section).*

6. The City's Heritage Program is aligned with Federal and Provincial standards.

- a) The City will amend its policies, standards and terminology to conform to Federal and Provincial standards.
  - i. Review and amend policies and plans to reflect Federal standards.

*Responsibilities: PDD (Heritage Planners), Provincial Historic Resources Management*

7. The City has recognised heritage areas and associated regulations in place

- a) Identify those areas worthy of heritage area classification.
  - i. Investigate which mature neighbourhoods and commercial districts have areas worthy of recognition.
  - ii. Work with the Provincial Municipal Heritage Partnership Program, local community leagues and BRZ's and consultants to collect information and resources.

*Responsibilities: PDD (Heritage Planners), Provincial Historic Resources Management, Community Leagues, BRZ's*

- b) Develop appropriate zoning, guidelines or overlays to identify, guide and protect the character of heritage areas.
  - i. Identify the character defining elements and themes of the areas being looked at.
  - ii. Investigate if zoning and plans can be amended accordingly to include design and heritage regulations.
  - iii. Determine if new overlays are needed for heritage areas that deal with impacts of high density and new development on heritage and cultural landscapes.

*Responsibilities: PDD (Heritage Planners), community leagues, BRZ's, Development Compliance Branch, Corporate Planning and Policy Section).*

- c) Review all heritage areas and potential areas to develop themes and possible guidelines
  - i. Identify the character defining elements and themes of the areas being looked at.

- ii. Investigate if zoning and plans can be amended accordingly to include design and heritage regulations.

*Responsibilities: PDD (Heritage Planners, Development Compliance Branch, Corporate Planning and Policy Section), community leagues, BRZ's,*

d) Rosedale is a Historic District

- i. Look at options for historic district status at Municipal, Provincial Levels.
- ii. Continue work undertaken by Rosedale stakeholders to have Federal recognition

*Responsibilities: PDD (Heritage Planners), Provincial Historic Resources Management, Parks Canada, Rosedale stakeholders, Rosedale Community League.*

8. The process to research and nominate heritage resources is clear and proactive

- a) The City will work with all groups involved to develop aids to assist those researching heritage resources.

- i. Develop a workbook on how to research historic properties in Edmonton

*Responsibilities: PDD (Heritage Planners), City Archives, Edmonton and District Historical Society, EHB, Provincial Archives*

- b) The City will investigate what incentives could be available to enable appropriate research be done.

- i. Determine if funding can be made available to assist with research associated with potential and existing historical resources.

*Responsibilities: PDD (Heritage Planners), City Archives, Edmonton and District Historical Society, EHB, Provincial Archives, Museums Associations*

- c) Investigate how other heritage 'agencies' can assist in the collection of relevant heritage information.

- i. Develop a network of heritage agencies and directory of works they do and what relevant information they can provide or receive.

*Responsibilities: PDD (Heritage Planners), City Archives, Edmonton and District Historical Society, EHB, Provincial Archives, community leagues.*

9. The Inventory is a known and readily available document and resource.

- a) The Inventory is to be made readily available in paper or electronic format.

- i. put the inventory on the Planning and Development Departments website
- ii. Print the inventory every couple years or have a pdf version ready for print for those seeking paper versions.

*Responsibilities: PDD (Heritage Planners)*

- b) Identify target audiences who need to be aware of the Inventory.

- i. Work with heritage groups to determine which groups need to be aware of Inventory, such as realtors, UDI etc.

*Responsibilities: PDD (Heritage Planners), Edmonton and District Historical Society, EHB, Provincial Historic Resources Management.*

## INCENTIVES

Summary of findings under the Incentives heading which deals with providing incentives, assistance and advice and penalties.

### 10. Federal/Provincial/Municipal Programs exist and work together to offer a variety of incentives to assist with the preservation and adaptive reuse of historic resources.

- a) Develop working partnerships with the three levels of government to review, develop and increase appropriate incentive and disincentive programs / legislation that work together.

- i. Identify working group for discussions
- ii. Determine if such groups exist in other Provinces or in some States.
- iii. Determine what the benchmarks/standards should be

*Responsibilities: Heritage Planners, Provincial Historic Resources Management, Parks Canada Alberta*

- b) Lobby the Provincial Government to increase its annual heritage budget.

- i. Start campaign to lobby Province to increase their heritage Budget,
- ii. Identify relevant contacts at the Provincial administrative and political level
- iii. Identify which groups/individuals should lobby.

*Responsibilities: Heritage Planners, Edmonton and District Historical Society, EHB, Provincial Historic Resources Management, City Councillors, ,other Alberta Municipalities*

- c) Explore what forums exist to enable Municipalities and the Provincial Government to lobby the Federal Government to develop a Federal Heritage Incentive Program.

- i. Identify relevant contacts at the Provincial and Municipal levels best able to lobby at the Federal level.
- ii. Identify relevant effective campaigns.

*Responsibilities: Heritage Planners, Edmonton and District Historical Society, EHB, Provincial Historic Resources Management, City Councillors, ,other Alberta Municipalities*

- d) The City will work to ensure that its own heritage budget is adequately funded with inflationary considerations and explore possible other funding sources.

- i. Assess existing funding process and formulas to determine building inflation
- ii. Identify other city incentive programs that may be relevant to tie into heritage preservation
- iii. Amend policies to allow City to provide grants for ongoing maintenance

*Responsibilities: Heritage Planners, Other City Departments*

- e) The City will develop a tax credit system to account for restoration and maintenance work to heritage resources. (Also applies to Provincial and Federal programs)

- i. Develop a tax credit system that accounts for ongoing maintenance work
- ii. Develop tax credit system that waives taxes or portions of, for a period of years during and after restoration work is done, for example up to 10 years.

*Responsibilities: Heritage Planners, Taxation Department.*

- f) Identify other City/Government incentives, programs that could be partnered with to promote heritage.

- i. See d) ii. above but expand to Provincial and Federal levels.

*Responsibilities: Heritage Planners, Provincial Historic Resources Management.*

- g) Develop an advocacy group that represents owners of heritage resources.

- i. Contact all MHR owners and create a forum or group.

- ii. Develop guidelines or meeting format for such a group.
- iii. Determine such a group's mandate.
- iv. Determine if this could be funded or assisted by the City

*Responsibilities: Heritage Planners, Corporate Services Department, Municipal Historic Resource building owners*

- h) Explore Best Practices related to various heritage incentive programs and apply the appropriate ones that will help achieve the City's heritage goals.
  - i. Investigate what other Canadian municipalities have for heritage policies
  - ii. Investigate what other Canadian Municipalities offer as incentives.
  - iii. Evaluate best practices for the redevelopment of Historic Resources and benchmark examples.
  - iv. Explore options of giving more teeth to the EHB to provide binding comments on planning applications related to heritage resources.
  - v. Explore option of developing a City wide heritage group.

*Responsibilities: PDD(Heritage Planners), Provincial Historic Resources Management, EHB*

11. Policies and guidelines are in place to ensure that heritage resources are an integral consideration in any development considerations that directly affect the resource or its surrounds.

- a) Develop guidelines and policies in statutory plans, zoning and overlays that promote heritage and offer incentives to do so.
  - i. Have Heritage Planners circulated on planning applications related to all heritage resources.
  - ii. Develop Heritage Checklist for all planners to consider when dealing with all applications

*Responsibilities: PDD (Heritage Planners), PDD (Senior Management Team)*

- b) Develop design regulations for heritage areas to ensure infill development is sensitive and in character.
  - i. Investigate if other municipalities have such guidelines
  - ii. Identify potential heritage areas in the City.
  - iii. Identify Character Defining Elements of identified heritage area and translate them into guidelines

*Responsibilities: Planning Dept (Heritage Planners, Corporate Planning and Policy Section, Planning Services), Edmonton Design Committee, Community Leagues, BRZ's*

- c) Develop guidelines or processes for surrounding non-heritage resources to account for neighbouring heritage values.
  - i. Investigate if properties adjacent to heritage properties can be considered.
  - ii. Investigate if surrounding properties next to heritage resources can be 'flagged' in the Planning and Development Departments POSSE system.

*Responsibilities: PDD (Heritage Planners, Corporate Planning and Policy Section, Planning Services, Development Compliance), Edmonton Design Committee.*

- d) Develop partnerships with other programs that allow upgrades to heritage homes to make them more livable and to modern standards.
  - i. Investigate what programs and incentives are available to building owners for various improvements/upgrades
  - ii. Develop contacts with such programs

*Responsibilities: PDD (Heritage Planners)*

- e) Develop more/new community and strategic development partnerships within the private sector to achieve heritage preservation objectives.
  - i. Contact Community Leagues to see if there are working relationships to be developed.
  - ii. Contact development industry/ real estate industry, realtor associations etc. to develop working relationships

*Responsibilities: PDD (Heritage Planners), BRZ's, community leagues, Urban Development Institute, Realtor association, etc.*

12. There are greater 'disincentives' in place to prevent demolition or inappropriate work to heritage resources.

- a) Investigate what stronger penalties, financial penalties or consequences are available to prevent demolition or willful neglect occurring in other jurisdictions.
  - i. Work with Civic agencies and city lawyers to determine what powers the City has within the MGA and under other acts.
  - ii. Investigate if other municipalities have disincentives.
  - iii. Investigate if outside bodies can advocate or challenge demolition decisions.

*Responsibilities: PDD*

- b) Investigate the possibility of requiring justifications, new development permits and time lines prior to demolition permits being issued for heritage resources, to ensure land does not remain vacant.
  - i. Amend process for development permits related to heritage resources.
  - ii. Amend policy to ensure a demolition permit can not be issued without a development permit
  - iii. Determine if Demolition levies can be applied on vacant land as a result of a lost heritage resource.

*Responsibilities: PDD*

- c) Investigate the option of increasing taxes on vacant sites where heritage resources once stood or down zoning options.
  - i. Work with Planning Dept and City lawyers and Downtown associations on feasibility and consequences of such a policy.

*Responsibilities: PDD , Downtown Business Association, Building Owners Management Association, Downtown Edmonton Community Association*

- d) Develop stronger maintenance regulations to enable the City to enforce repairs on heritage resources.
  - i. Look at Heritage Bylaw and the maintenance agreements to ensure stronger wording and consequences.
  - ii. Identify what powers the City has within the MGA and under other acts to enforce maintenance.
  - iii. Investigate how Sub Division and Appeals Board could have a heritage component on the Board or raise heritage awareness.

*Responsibilities: PDD , EHB*

13. There are funds available to heritage advocacy groups that directly lead to research, promotion and preservation of historical resources



- a) Develop grant programs, relevant criteria and guidelines for communities, groups, individuals or organizations that wish to conduct new research on historic resources.
  - i. Investigate the demand and areas of heritage that need funding.
  - ii. Identify suitable grant agency/source for such grants
  - iv. Seek funding for such an initiative with associated heritage groups

*Responsibilities: PDD, Provincial Historic Resources Management, EHB*

- b) Develop grants to enable architectural/engineering/building studies to be done for heritage resources, which help determine/guide future work on specific resources.
  - i. Determine parameters of what can be funded and conditions.
  - ii. Identify suitable grant agency/source for such grants

*Responsibilities: PDD, Provincial Historic Resources Management, EHB*

- c) Develop a heritage agency that could purchase and restore threatened heritage buildings.
  - i. Look at other cities for similar models
  - ii. Investigate the demand and feasibility of creating a heritage agency in Edmonton

*Responsibilities: PDD, Provincial Historic Resources Management, EHB*

14. The City's heritage areas have unique and distinct heritage neighbourhoods.

- a) Investigate what incentives may be available to develop or encourage greater urban design guidelines or landscaping features in identified heritage areas.
  - i. Identify suitable heritage areas that could benefit from urban design guidelines.
  - ii. Determine approximate costs and timelines and responsibilities for such a task

*Responsibilities: PDD, EHB*

- b) Promote heritage partnerships that help identify and recognize new heritage resources/districts.
  - i. Identify suitable heritage areas.
  - ii. Establishment of Historical revitalization Zones-(funded by community/matched by municipality.
  - iii. Identify suitable grant agency/sources for such partnership
  - v. Seek funding for such an initiative with associated heritage groups

*Responsibilities: PDD, Provincial Historic Resources Management, EHB*

15. Applications dealing with heritage resources are streamlined and treated on their merits.

- a) Investigate what options are available for streamlining applications related to heritage resources being redeveloped and what latitude can be given for variances.
  - i. Work with Development Compliance Branch to see what options are available to.
  - ii. Develop working relationship with development industry to see what they would accept or desire.

*Responsibilities: PDD, Urban Development Institute*

- b) Develop pre-consultation processes or warnings for owners of heritage resources.
  - i. Put warnings on Posse for all heritage resources and areas
  - ii. Look at what other authorities do, especially Calgary.

*Responsibilities: PDD.*

16. Incentives are graded on the level of preservation proposed.

- a) Investigate appropriate levels of support for different standards, from facadism to pure restoration.
  - i. Determine if incentives should be graded on resources ranking or on a case by case.

- ii. Look at other authorities methodologies.  
*Responsibilities: PDD, , Provincial Historic Resources Management*

## **PROMOTION**

Summary of findings under the Promotion heading, which deals with developing an increased awareness of the City's heritage program & resources and the benefits of heritage preservation.

### **17. Edmonton is a leader in heritage advocacy and promotion**

- a) Investigate what other municipalities do/best practices to promote heritage locally.
  - i. contact major cities and known towns with heritage programs to get benchmark information
  - ii. Create survey questionnaire to circulate to other authorities and heritage forums.

*Responsibilities: PDD , City Corporate Communication, Provincial Historic Resources Management, EHB*

- b) Develop partnerships with social, cultural and some economic groups to promote heritage.
  - i. Determine which groups are best able to promote heritage issues.
  - ii. Explore what opportunities are available with identified groups. (e.g.'s Bus tours, newsletters, special workshops, conferences, website, notice board, etc)
  - iii. Work with Edmonton Tourism to raise heritage profile.

*Responsibilities: PDD, BRZs, Community Leagues, Media, EHB, heritage groups.*

- c) City to promote stewardship of its own historic resources and integrate heritage into its processes.
  - i. Identify all City owned historic resources
  - ii. Survey each resource to determine what work is required, if any.
  - iii. Seek appropriate funding and designations

*Responsibilities: PDD (Heritage Planners), AM&PW, Community Services Department.*

### **18. Heritage is well promoted and communicated in Edmonton.**

- a) Develop a broader heritage communications plan at the municipal level.
  - i. Work with the new Cultural Plan to ensure Heritage is integrated into it.
  - ii. Determine if a 'heritage information officer' can be created.
  - iii. Create a working group to meet annually to update and review promotional activities.

*Responsibilities: PDD , Community Services, EHB, Edmonton Tourism*

- b) Develop heritage tours (walking, self guided, driving, etc).
  - i. Reprint and update existing walking tours.
  - ii. Put tours on the web.
  - iii. Identify and plaque or otherwise commemorate historic trails and cultural landscapes and determine who is best able to do so.

*Responsibilities: PDD , Edmonton Tourism, EHB, BRZ's, EDHS*

- c) Develop promotional material on heritage programs in the City.
  - i. Determine what programs needs to be promoted.
  - ii. Provide information packs on key stakeholders related to heritage.

*Responsibilities: PDD, EHB, EDHS, relevant professional associations.*

- d) Identify resources and advocates to promote heritage.

- i. Develop heritage working group to develop inventory of heritage groups and interests.
  - ii. Develop list of resources available to heritage groups.  
*Responsibilities: PDD (Heritage Planners), EHB, EDHS*
- e) Develop regular media (e.g., Edmonton Journal/Sun, television/radio media) reports to promote heritage preservation.
- i. Establish contacts within established media.
  - ii. Explore options on regular features or publications.  
*Responsibilities: PDD, EHB, Corporate Services*
- f) Develop a Heritage Awards Program to recognize various aspects of heritage work in the City, not limited to designated/recognized Heritage resources, but also more broad based.
- i. Determine if existing EHB heritage awards program meets all requirements.
  - ii. Identify what areas could be promoted, if required and develop award(s).
  - iv. The Edmonton Historical Board's Awards program should be expanded to include recognition of publication of local histories, exhibits and websites.
  - v. Integrate elements of the Edmonton Historical Boards' awards program into the general city awards program.  
*Responsibilities: PDD, EHB, Corporate Services*

19. Heritage Education, documentation and research material is readily available.

- a) Develop a variety of heritage talks and promotional materials dealing with heritage to educate the public and identified groups (e.g. realtors and developers, etc.).
- i. Identify what aspects of heritage should be promoted and how.
  - ii. Identify target groups (e.g. taxi drivers, tour operators, hotels, realtors etc.).  
*Responsibilities: PDD, EHB, Corporate Services, professional associations.*
- b) Develop leaflets/templates for planning and restoration tasks pertaining to heritage matters and processes, etc.
- i. Identify what other authorities have or reference.
  - ii. Write/create material with input from relevant interest groups.  
*Responsibilities: PDD, EHB, professional associations.*
- c) Carry out surveys or research on best practices related to heritage practices.
- i. Identify what other authorities have or reference and develop matrix.  
*Responsibilities: PDD, EHB.*
- d) Identify social, economic and community benefits of heritage preservation.
- i. Research known surveys and findings on the impact of heritage preservation.
  - ii. Develop list of pros and cons.  
*Responsibilities: PDD, EHB, EDHS, Planning Schools.*
- e) Develop materials that could be implemented in EPSB curriculum and various City outreach programs.
- i. Establish links with school boards
  - ii. Identify what heritage material is relevant to curriculum activities.
  - iii. Contact Queen Alexandra History Centre and Tradeshow and Edmonton Public School Archives and work with it/them.  
*Responsibilities: PDD, EHB, EDHS, School Boards.*
- f) Further develop the City Archives.

- i. See Other section.
- g) Develop a City Museum to promote local history.
  - i. See Other section.

20. Information is readily available to the public or interested parties

- a) Put information on the web and/or in easily accessible printed format.
  - i. Create web master position.
  - ii. Identify what resources need to be linked to (zoning, pictures, maps, information).
  - iii. Investigate custom tours programs.

*Responsibilities: PDD, EHB, Corporate Services.*

- b) Develop a list of pro-heritage clients/ services.
  - i. Identify groups and stakeholders and categorize their interests.
  - ii. Form an association of Heritage Building owners.
  - iii. Create a Heritage Building owner's Trades/Contractors List.

*Responsibilities: PDD, EHB, Heritage Groups, Building owners.*

21. Other agencies and groups actively promote heritage in the City.

- a) Explore potential partnerships with other heritage groups to promote various heritage interests.
  - i. Create heritage working group/forum.
  - ii. Develop working relationship with UDI and builder associations – give talk on heritage matters.

*Responsibilities: PDD, EHB, Heritage Groups, Building groups.*

- b) Explore the possibility of providing funds for partnerships that promote various aspects of heritage in the City.
  - i. Identify type of projects and types of assistance sought.
  - ii. Work with identified groups to advocate for funding etc.
  - iii. Explore option of single funding source for heritage (Heritage Council etc)

*Responsibilities: PDD (Heritage Planners), EHB, Heritage Groups, Building groups.*

## **MONITORING**

Summary of findings under the Monitoring heading which deals with monitoring the development application process and looking at planning policies that impact heritage resources.

22. Heritage is an integral consideration in policy development and in other City incentives/programs

- a) Explore and develop triggers in the planning process to ensure heritage resources are identified and relevant processes to protect them are instigated. From individual permits to Area Structure Plans.
  - i. Update and flag all heritage resources in the Planning POSSEE system.
  - ii. Involve Heritage Planners in Focus Edmonton.
  - iii. Ensure Focus Edmonton and the Cultural Plan coordinators correspond and link long-range strategic initiatives.
  - iv. Put heritage policies into the MDP.
  - v. Incorporate cultural/historic/natural resources in any plan development and terms of references / guidelines (ASP/NSP/Amendments/Rezoning etc).

*Responsibilities: PDD, Other City Depts.*

- b) Determine what other City/government ‘incentives’ and programs serve as “disincentives” for heritage projects.
  - i. Identify other City initiatives which could be tied into heritage or affect heritage.
  - ii. Identify planning policies and zoning matters that counter heritage efforts.

*Responsibilities: PDD, Other City Depts.*

- c) Explore what legislation (with teeth) is available to affect the zoning and permitting processes to elevate heritage recognition/status.
  - i. Review the Historic Resources Act. with Provincial Heritage group.
  - ii. Explore Safety Codes legislation to allow variances or alternatives for heritage structures.
  - iii. Explore requirements for Demolition permits for heritage resources to have development permits in place first.
  - iv. Explore denial of demolition permits for heritage resources if land to remain vacant.

*Responsibilities: PDD, Other City Depts. Provincial Historic Resources Management.*

- d) Evaluate and inventory all City owned buildings to determine which ones have heritage merit and should be protected.
  - i. Develop inventory of all City owned buildings.
  - ii. Identify all buildings on City owned building Inventory that are heritage or have heritage potential.
  - ii. Work with other departments to have all designated or recognized.
  - iii. Develop a trigger in the system for City buildings to be reviewed periodically for significance..

*Responsibilities: Planning Dept, Other City Depts. Provincial Historic Resources Management.*

- e) Develop a ‘heritage checklist’ for Planners/Development Officers/Administrators as part of the evaluation process.
  - i. Identify what heritage resources should be looked. .
  - ii. Create worksheet to be distributed to Planners/Development Officers/Administrators in electronic and paper format.

*Responsibilities: PDD (Heritage Planners).*

23. An effective notification and circulation process is in place when heritage resources are affected by development issues.

- a) Develop a relationship with the media (TV, Newspaper, Internet) to publicize heritage issues as they arise.
  - i. Identify key personnel in City best able to promote heritage in the media (Corporate communications) e.g. Public Service Announcements.
  - ii. Work with Mayor and Councillors on heritage awareness.
  - iii. Send out regular news releases on heritage matters.
  - iv. Develop regular heritage slots in various media formats.
  - v. Develop relationships with champions in the media (e.g., Paula Simons, Edmonton Journal).

*Responsibilities: PDD (Heritage Planners), corporate communications, media .*

- b) Identify a comprehensive notification list for circulation for applications that affect major heritage resources.

- i. Develop a list of significant heritage groups, historical societies (e.g., Historical Board, AACIP, Architect's Association, Community League Presidents) that could bring value to the table if notified. Those identified would be on top of those already automatically informed. Must work within existing timelines
- ii. Notify Councillors.
- iii. Explore putting notifications in the paper.

*Responsibilities: PDD (Heritage Planners), EHB, Development Compliance Dept. Planning and Policy Services.*

- c) Explore a notification process for properties immediately surrounding heritage resources and appropriate time lines for comment/response.

- i. Work with Planning Department to see if and how surrounding properties can be notified..

*Responsibilities: PDD.*

- d) Investigate if demolition applications can be circulated through community groups and the Edmonton Historical Board, etc. for consultation prior to issuance.

- i. Develop a list of significant heritage groups to be notified.
- ii. Explore requirements for Demolition permits for heritage resources to have development permits in place first.
- ii. Explore denial of demolition permits for heritage resources if land to remain vacant.

*Responsibilities: Heritage Planners, EHB.*

#### 24. There are strong penalties for non compliance issues

- a) Explore what avenues are available to enforce appropriate heritage standards on non complying designated heritage resources or those suffering willful neglect.

- i. Identify existing legislation that allows City to enforce work..
- ii. Determine how it can apply to heritage resources.

*Responsibilities: Heritage Planners, EHB.*

- b) Explore processes to create longer timelines or delays in the process for non-compliers, or conversely, fast-track those that do comply through the process.

- i. Meet with Planners and lawyers to see if it is feasible.

*Responsibilities: PDD.*

#### 25. The Planning Department has proactive monitoring and maintenance processes in place

- a) Develop a regular monitoring schedule for owners and heritage planners to review all heritage resources.

- i. Develop a maintenance template for buildings with timelines.
- ii. Develop yearly/biannual schedule for inspections by heritage planners.

*Responsibilities: PDD (Heritage Planners), Planning Dept., Building Inspectors*

#### 26. The City has working relationships with external Heritage Groups to consult or assist in monitoring heritage matters.

- a) Explore ways in which civic agencies, advisory panels and Edmonton Federation of Community leagues should be used more effectively in heritage resource management.

- i. Determine degree of consultation required or needed.
- ii. Identify possible agencies that may be interested and if they would be willing to be circulated/consulted.

- iii. Explore what forum would be best to ensure all interested groups could be represented.
- iv. Organize an Alberta Heritage and Historic Resources Management Conference/forum or group.

*Responsibilities: PDD, EHB, EDHS, various agencies.*

- c) Investigate the possibility of creating an ombudsman outside of the civic administration that can provide legal advice to address SDAB appeals and other development issues.
  - i. Look at other cities for similar models.
  - ii. Determine if suitable for Edmonton.

*Responsibilities: PDD, EHB.*

- d) Investigate the possibility of developing or using an existing non-profit board assist in monitoring and managing historic preservation issues.

- i. Investigate options for a Historical Board or Council similar to the Art Council makeup.
- ii. Identify how community leagues handle SDAB matters and if there are options to insert heritage issues into their portfolio.

*Responsibilities: PDD (Heritage Planners), EHB, Cultural Plan Study*

## **OTHER**

Summary of findings under the Other heading which deals with all heritage matters that are not necessary physical buildings.

### 27. Heritage in Edmonton is not limited to buildings

- a) Create an inventory of all possible natural landscapes and trees and set up an appropriate methodology to review them.
  - i. Identify key natural resources to be targeted.
  - ii. Identify relevant groups to develop criteria and carry out inventory work.
  - iii. Develop policies on suitable recognition and protection.

*Responsibilities: PDD, Community Services (parks) Provincial Historic Resources Management, 'green' group.*

- b) Create an inventory of all possible significant historic cultural icons/ landscapes / corridors / activities or locations and set up an appropriate methodology to review them.
  - i. Identify significant historic cultural icons/ landscapes / corridors / activities or locations that need to be identified.
  - ii. Identify who is best able to carry out such inventories and if there are funding sources available.
  - iii. Determine how such inventories add value or are to be used in the overall development process.

*Responsibilities: Heritage Community and groups.*

### 28. A healthy museum culture exists in the City.

- a) Investigate the option of developing an arms length body with adequate resources to develop a local museum network.
  - i. Identify all museums in Edmonton and create a network.
  - ii. Identify similar models in other cities
  - iii. Determine how it would best function and fund itself.

*Responsibilities: Local Museums, Alberta Museums Association, Edmonton Regional Museums Network, Community Services Dept.*

b) Develop an advisory group to investigate the options available related to creating a Civic Museum.

i. Identify suitable stakeholders to determine the parameters of any suitable studies on the need for and merits of a Civic Museum.

ii. Assess existing City owned museums and facilities.

*Responsibilities: Local Museums, Alberta Museums Association, Edmonton Regional Museums Network, Community Services Dept. Edmonton Arts Council.*

c) Develop a museum network that would collaborate on how to best promote themselves.

i. See 28.b

ii. Amend the Alberta Historical Resources Act with respect to museums, to provide for more funding/support/resources.

iii. Start a campaign to have Alberta Historic Resources Foundation's budget with respect to museums be substantially increased.

*Responsibilities: Local Museums, Alberta Museums Association, Edmonton Regional Museums Network, Community Services Dept. Edmonton Arts Council.*

d) Utilise the City's Artifact Centre more effectively.

i. Investigate the need and possibility of creating a purpose built artifact centre with full environmental controls and compact storage where suitable. Should be able to expand further at a later date.

ii. Increase staffing at the Artifact Centre.

iii. Artifacts at Fort Edmonton Park should be stored during the off-season at the new Artifact Centre if created.

iv. Tie artifact centre to any Civic Museum in the future.

*Responsibilities: Community Services Dept. Fort Edmonton.*

## 29. The city and other government/civic bodies are leaders in preserving their own heritage resources.

a) Investigate how the City could carry out an inventory its building stock to determine their heritage values and put a high priority on their preservation/designation.

i. Develop inventory of all City owned buildings.

ii. Identify all buildings on City owned building Inventory that are heritage or have heritage potential.

ii. Work with other departments to have all designated or recognized.

iii. Develop a trigger in the system for City buildings to be reviewed periodically for significance..

*Responsibilities: PDD (Heritage Planners), Community Services & AM&PW Depts..*

b) Investigate how other Government and Civic Agencies (Edmonton Catholic and Public School Boards, Capital Health, EPCOR, University of Alberta, Provincial Departments, etc) could carry out an inventory their building stock to determine their heritage values and put a high priority on their preservation/designation.

i. Identify heritage resources other agencies have on Register/inventory and approach them about possible designation options.

ii. Ask if other agencies have done a historical inventory of their buildings and look at joint studies.

*Responsibilities: Planning Dept, Provincial Historic Resources Management, and other agencies.*



30. Heritage as a 'value' is integrated into the City's consciousness

- a) Heritage issues and statements should be incorporated into Focus Edmonton to ensure that it influences all subsequent plans.
  - i. Work with Focus Edmonton group to review proposals and integrate heritage into the document.

*Responsibilities: PDD.*

- b) Develop relationships with the development and investment groups to promote heritage ideals.
  - i. Contact development /business/ realty community on best ways to promote heritage within their organizations
  - ii. Prepare talks/presentations for such groups.

*Responsibilities: PDD (Heritage Planners).*

31. Cultural events and Festivals are part of the city's cultural heritage

- a) Investigate the possibility of creating an advocacy group(s) that promotes arts and cultural activity collectively in the City and elsewhere.
  - i. Promote heritage within the existing cultural and arts community and within the Cultural Plan being drawn up.

*Responsibilities: Heritage Planners/ EHB, Community Services.*

- b) Encourage Economic Development Edmonton and other agencies to promote all aspects of Edmonton's arts and cultural heritage resources.
  - i. Contact Economic Development Edmonton to see what avenues heritage could be promoted through.

*Responsibilities: PDD, EHB, EDHS.*

32. First Nation History is an integral part of Edmonton's historical landscape

- a) Develop a First Nation heritage plan that identifies significant cultural events and protocols.
  - i. Contact the Office of Diversity and Inclusion and Edmonton Aboriginal Urban Affairs Committee on who would be best able to generate such a plan.
  - ii. Identify key stakeholders to be involved and best format for such a plan

*Responsibilities: EAUAC, Office of Diversity and Inclusion, Province, EHB.*

- b) Develop a plan that identifies sites of significance to First Nations for administrators to reference when dealing with development applications.
  - i. Contact the Office of Diversity and Inclusion and Edmonton Aboriginal Urban Affairs Committee on who would be best able to generate such a Plan.
  - ii. Develop a terms of reference for a plan of significant First Nation sites and areas of required study and inventories.
  - iii. Submit a grant application to Alberta Historical Resources Foundation and identifiable granting agencies for a possible funding.
  - iv. Identify how it would integrate with the Planning and Development processes.

*Responsibilities: PDD, EAUAC, Community Services, Province, EHB.*

- c) Investigate minimal development setbacks from sites and appropriate interpretation

- i. Investigate if other authorities have similar plans and if there is development criteria associated with them.
  - ii. Develop minimal standards or guidelines for development around significant sites.
- Responsibilities: PDD, EAUAC, Community Services, Province, EHB.*

d) Recognize Rossdale as a significant site to the First Nations.

- i. Ensure that the Edmonton Aboriginal Urban Affairs Committee and relevant stakeholders are involved in any Design Plan for the Rossdale Area.
- ii. Apply to the Province to have the site declare a Provincial Historic Site.
- iii. Apply to the Federal Government to have the area declared a Federal National Historic Site.
- iv. Have appropriate interpretation of the sites history included any redevelopment of the site.

*Responsibilities: PDD, EAUAC, Community Services, Province, EHB.*

33. Archaeological / Paleontological sites and investigations are well documented and an integral part in development decision making processes

a) Develop an archaeological /Paleontological plan for administrators to reference when dealing with development applications.

- i. Contact the Province on who would be best able to generate such a Plan.
- ii. Develop a terms of reference for a plan of archaeological sites if required.
- iii. Identify how it would integrate with the Planning and Development processes.

*Responsibilities: Planning Dept, Provincial Historic Sites Services*

b) Investigate minimal development setbacks from archaeological / Paleontological sites and appropriate interpretation.

- i. Identify existing legislation.
- ii. Investigate if other authorities have similar plans and if there is development criteria associated with them.
- iii. Develop minimal standards or guidelines for development around significant sites.

*Responsibilities: PDD, Provincial Historic Sites Services*

34. The process of naming and renaming of roads, neighbourhoods etc. is well established

a) Investigate the process and time consideration for renaming roads/neighbourhoods etc.

- i. Identify existing processes, guidelines and policy C509
- ii. Investigate if other authorities have similar criteria.
- iii. Generate priority list that reflect local and historic names. (Look at the province's Geographical Names Program that prioritizes the types of names that can be approved, beginning with local usage names, then historical names, descriptive names and, lastly, those of a commemorative nature).
- iv. Investigate if policy C509 can be amended to give naming committee final say to remove political influences.

*Responsibilities: PDD, EHB, Naming Committee.*

35. The City Archives is well funded and used.

a) Develop plans for to cater for future storage of expanding materials collection.

- i. Develop plans and alternatives that look at expanding storage facilities in the existing site or finding suitable locations off site.
- ii. Develop report on existing backlog and expected future backlogs.

- iii. Address the needs of existing staffing to determine if more personnel and funding are required.
- iv. Develop plans and working recommendations on need to accommodate digital storage and microfiche documents for expanding collections.
- v. Consider the feasibility of a historian in residence who would encourage in-depth examination of topics and themes of Edmonton's history.
- vi. Re-examine the City's retention policies on its records and the Archives relationship with the Record Retention Centre.
- vi. Develop marketing plan on how Archives can further promote itself.

*Responsibilities: City Archives, EHB.*

#### Abbreviations

PDD – Planning and Development Department  
EHB - Edmonton Historic Board  
EDHS – Edmonton and District Historical Society  
AM&PW – Asset Management and Public Works  
HRRP – Historical Resources Review Panel  
BRZ – Business Revitalization Zones