

## **SCHEDULE A**

### **City of St. Albert Municipal Historic Conservation Program Outline**

#### ***Municipal Historic Conservation Program***

The City's Municipal Historic Conservation Program is guided by Council Policy C-CS-21, which states the purpose of this program is to preserve and build upon St. Albert's historical integrity by identifying, protecting, preserving and promoting the conservation of heritage resources within the community.

#### ***Municipal Historic Conservation Program Funding***

The amount of annual funding available for the program is determined by multiplying the city's population, as determined by the most recent census, by \$1.00. These funds will be allocated for:

- Conservation of privately-owned Municipal Historic Resources;
- Community heritage education and awareness activities; and
- Designation and Conservation incentives for privately-owned heritage assets.

If all the available Historic Conservation Program funds are not allocated within a budget year, surplus funds will be placed into the Heritage Reserve Fund.

#### ***Heritage Advisory Committee***

A Heritage Advisory Committee will be created to promote public awareness and appreciation of heritage resources and to encourage the Designation of such resources while providing technical and professional advice to the City.

1. The Heritage Advisory Committee ("Committee") will be governed by a municipal bylaw (Bylaw 43/2017).
2. The Committee will consist of:
  - One member of Council;
  - One member of the Arts and Heritage Foundation of St. Albert; and
  - Three to five members from the community with expertise and/or interest in heritage resources (e.g. architects, historians, builders and/or the indigenous community).

Additionally, one representative from the City's Cultural Services department and one representative from the City's Planning department shall attend regular Committee meetings, including any *in camera* sessions, and act as a resource and facilitator for the Committee, but may not make motions or vote on any issues before the Committee.

3. The Committee will provide recommendations to Council, through Administration, on the maintenance and growth of the community's Places of Interest List and Heritage Inventory.
4. The Committee will regularly review the Historic Conservation Program and provide recommended updates and alterations to the program to Administration.
5. The Committee will make recommendations to Council, through Administration, on all applications for Designation as a Municipal Heritage Resource. The Committee will also assist owners with the application process and required documentation.
6. The Committee will review any application by a Municipal Heritage Resource owner to alter, disturb, or destroy the Historic Place and provide comments to Administration.
7. The Committee will evaluate all applications by heritage resource owners for financial and non-financial incentives and make recommendations to Council, through Administration.

### ***Heritage Awareness***

The City, along with the Committee and other partner organizations, will develop materials and communications to educate the public about the benefits that heritage Conservation brings to the City at large and the strategies and supports that exist.

### ***Heritage Designation and Conservation Incentives***

There are several options for funding for Restoration, research and awareness enabled through the establishment of a Heritage Inventory. Sites with Statements of Significance, and on the Heritage Inventory, have potential candidacy for funding at the various levels of government in Canada.

Eligibility and Applicability:

1. A financial or non-financial Incentive for eligible heritage properties may be granted for those that have been identified as having architectural or historical significance.
2. Only those portions of a historic resource, which are identified within any incentive agreement, are eligible for financial assistance. Eligible Rehabilitation work must conform to the standards and guidelines for the Conservation of Historic Places in Canada.
3. This policy is applicable for all properties designated under this program.

## ***City of St. Albert Heritage Designation Incentives***

### ***Financial Incentives:***

- ***Major Conservation Grants***

Owners of municipally designated heritage properties are eligible to apply for matching funds from the City for Conservation, Preservation, Rehabilitation, and Restoration work to Character Defining Elements of their property, as identified in that property's Designation bylaw. Grants can cover costs for elements such as, but not limited to, historic paint colours, porch restoration, foundation/structural work, window repair/replacement, exterior wall repair/replacement and Conservation studies, up to \$25,000 one-time only per resource funded from program operating funds and/or the Heritage Reserve Fund.

- ***Minor Conservation Grants***

Owners of municipally Designated heritage properties are eligible to apply for matching funds from the City for Conservation, Preservation, Rehabilitation, and Restoration work to character-defining elements of their property, as identified in that property's Designation bylaw. Grants can cover costs for elements such as, but not limited to, historic paint colours, porch restoration, foundation/structural work, window repair/replacement, exterior wall repair/replacement and conservation studies, up to \$7,500 once per year funded from program operating funds and/or the Heritage Reserve Fund.

- ***Tax Incentives***

Owners of municipally-Designated heritage properties are eligible to apply to have a rebate on a portion of the property tax of their heritage property, if the property is municipally Designated or legally protected.

The tax rebate will be calculated based on the extent and cost of any Conservation, Preservation, Rehabilitation, or Restoration work completed on the property during that tax cycle, funded from program operating funds and/or the Heritage Reserve Fund.

### ***Non-Financial Incentives:***

- ***Land Use Bylaw relaxations***

Such as related parking, setbacks, density and expanded use, may be allowed to retain a non-conforming heritage building on a specific site. Any Land Use Bylaw relaxations will be dealt with on a case-by-case basis by the City's Planning department to consider the use and enjoyment of neighbouring properties.

- ***Building Code Equivalencies***

Upgrading and Restoration undertaken for Rehabilitation of heritage buildings would not necessarily require conformance with current Safety Codes regulations. Certain aspects of the property may require improvements to ensure life safety, prevent accidental injury to the occupants, or reduce deterioration and long-term maintenance costs. The proposed restoration of heritage buildings must be assessed by the authority having jurisdiction, on a case by case basis, to determine which Safety Codes issues must be implemented, as blanket application of Code requirements may not recognize the individual characteristics and inherent strengths of each building.

- ***Local Plaque Program***

Owners who Designate their property will be offered a plaque for Designating for their resource. This program both helps with recognition of the properties and advocates heritage protection at a broader level. Funded from program operating funds and/or the Heritage Reserve Fund.

- ***Heritage Education and Technical Training***

Owners will be offered education and technical training opportunities to ensure they are aware of the significant elements of their home, as well to learn of appropriate preservation techniques and any technical advice they wish to have to ensure the conservation of their assets.

Several federal and provincial incentive programs also exist to provide support to owners of heritage assets to ensure the asset's preservation.

***Compensation Parameters:***

The City 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 Resources will be designated through a bylaw passed by Council prior to the granting of the compensation;
2. Full payment of all taxes, levies, and local improvement charges owed by the owner prior to submission of a request for compensation;
3. Appropriate investigation of the owner and developer and the specific project;
4. The owner will be required to fulfill any reporting requirements to the City as indicated in any Heritage Designation and Conservation Compensation Incentives Agreements;
5. Periodic inspection by municipal officers will be conducted during the construction of the project to ensure any repair, Conservation, Rehabilitation, Preservation, and Restoration work meets the standards and guidelines for the Conservation of Historic Places in Canada; and

6. Any tax rebate or compensation received by the owner will be repaid to the City of St. Albert if the Municipal Historic Resource is destroyed, other than by an act of God or if the Designating bylaw is rescinded by Council, pursuant to any agreements in place.