



# Evaluating Historic Places



Eligibility, Significance and Integrity



Municipal Heritage  
Partnership Program



Canada's  
Historic Places

Lieux patrimoniaux  
du Canada

Alberta

# Preface

Whether it's the corner coffee shop that has always served as a local gathering place or the ornate church at the centre of town with a soaring steeple, historic places are vitally important to defining a community's sense of itself. This series of publications is designed to help Alberta's municipalities create and implement local heritage programs to protect the historic places they value and wish to preserve. The following manuals describe the steps involved in establishing a municipal heritage program, and in identifying, evaluating and developing municipal historic places. It is intended to be used by municipal staff members; elected officials and heritage advisory committees; local heritage organizations and historical societies; volunteers and business organizations; heritage conservation professionals such as planners and architects; and the owners of historic properties.

This guide, comprised of the publications listed below, have been prepared as part of the Government of Alberta's Municipal Heritage Partnership Program, which supports municipal contributions to the Alberta Register of Historic Places and the Canadian Register of Historic Places. Each publication in the series describes the processes involved in identifying, evaluating and managing locally significant historic places in Alberta.

The Historic Places Initiative, a Pan-Canadian partnership of all the Provinces and Territories together with the Federal Government, has developed tools to assist communities in achieving their goals. Alberta, as a partner in the Historic Places Initiative, gratefully recognizes the support of the Government of Canada in the production of these manuals.



Municipal Heritage  
Partnership Program

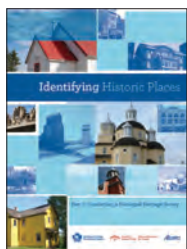


Canada's  
Historic Places

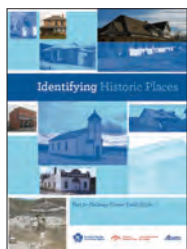
Lieux patrimoniaux  
du Canada



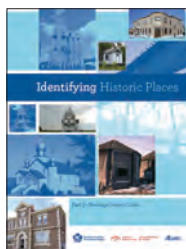
## *Creating a Future for Alberta's Historic Places: Identifying, Evaluating, Managing*



*Identifying  
Historic Places:  
Part 1—Conducting  
A Municipal  
Heritage Survey*



*Identifying  
Historic Places:  
Part 2—Heritage  
Survey Field Guide*



*Identifying  
Historic Places:  
Part 3—Heritage  
Survey Codes*



*Evaluating  
Historic Places:  
Eligibility,  
Significance  
and Integrity*



*Managing  
Historic Places:  
Protection and  
Stewardship  
of Your Local  
Heritage*

# Contents

02 Preface

04 Introduction

05 Before You Begin

05 Inventories and designation

06 Getting ready for evaluation

09 Evaluating Municipal Historic Resources

10 Part one: Assess eligibility

14 Part two: Assess significance

29 Part three: Assess integrity

39 Municipal Heritage Inventories and  
Municipal Historic Resource Designation

39 Statement of significance

42 The Next Step

43 Glossary of Terms and Abbreviations



1



2



3

# Introduction

## The evaluation process

- ① **Determine whether the resource is eligible.** Some resources are ineligible under any circumstances. Others that are not ordinarily eligible may qualify for an exception under special circumstances.
- ② **Evaluate whether the resource is significant.** A resource must be important under one of five standard Significance Criteria.
- ③ **Assess the integrity of the resource.** A resource must maintain those historic or authentic features and materials necessary to communicate its significance.

Alberta is blessed with a wealth of historic places. Whether big or small, whether dramatic or modest, historic places add richness and variety to our environments and help to forge a powerful bond between the present and the living past. Every community has its own distinctive collection of historic buildings, structures, and landscapes. What are some of the significant historic places in your community? One of them might be a modest church that has witnessed decades of baptisms, weddings, and funerals. Another could be a stately mansion with a huge front porch and beautiful gardens. Perhaps one of them is a round barn artfully constructed by a local stonemason. This manual will help you to evaluate the historic resources in your municipality in order to determine which of them are significant and intact enough to merit conservation for generations to come.

Under the *Historical Resources Act*, Alberta's municipalities have the power to designate historic resources within their jurisdictions as Municipal Historic Resources. They may also designate heritage districts as Municipal Historic Areas. These are powerful tools that allow municipalities to protect and manage changes to locally-significant historic places. The *Act* does not prescribe any particular method for selecting Municipal Historic Resources or Areas, nor does it set any minimum requirements for designation. It is up to each municipality to adopt its own methods and set its own standards. Some municipalities in Alberta have found it helpful to create a heritage inventory that includes all historic places that are eligible for designation within the municipality. A Municipal Heritage Inventory can be an excellent way to ensure that historic places—designated or not—are considered in the normal course of municipal planning. Other municipalities have chosen instead to evaluate and designate historic places individually and as circumstances require.

To guide municipalities in the selection of resources for inclusion in a Municipal Heritage Inventory or designation as Municipal Historic Resources, the Government of Alberta's Historic Resources Management Branch has developed a standardized, three-part evaluation process. This process is currently used by the branch's Designation Committee to evaluate sites for designation as Provincial Historic Resources.



FOR MORE INFORMATION, SEE THE  
*Identifying Historic Places* MANUAL AND  
THE *Managing Historic Places* MANUAL.

Resources that are eligible, possess significance, and maintain their integrity may be included on a Municipal Heritage Inventory or designated as Municipal Historic Resources. Creating a Municipal Heritage Inventory is a logical extension of the information-gathering involved in creating a municipal heritage survey, and a necessary preparation for creating a Municipal Register of Historic Places.

# Before You Begin

## Inventories and designation

A heritage inventory is a list of resources that are historically significant and that retain the physical features necessary to convey that significance. In a municipality, these are resources that have been evaluated and determined to be eligible for municipal designation and placement on a Municipal Register of Historic Places.

### THE HERITAGE INVENTORY

This diagram illustrates the relationships between the major components of an historic resources management program.

#### Heritage Survey

The heritage survey is all the resources documented in a municipal heritage survey.

#### Heritage Inventory

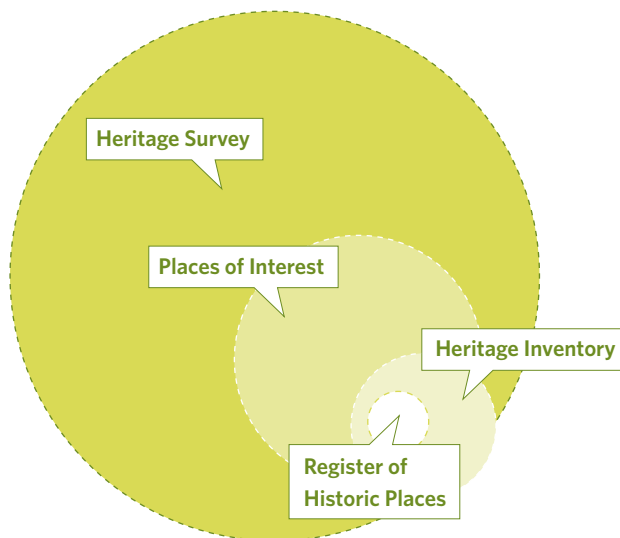
The heritage inventory is composed mainly of places of interest, but may also include resources that were overlooked during the survey and then nominated for consideration later on.

#### Places of Interest

Places of interest are resources the survey has identified as having the potential to be placed on the Municipal Heritage Inventory.

#### Register of Historic Places

The smallest circle represents the resources a municipality has designated as Municipal Historic Resources and placed on their Municipal Register of Historic Places.



FOR MORE INFORMATION ON HERITAGE SURVEYS, SEE THE *Identifying Historic Places* MANUALS.

FOR MORE INFORMATION ON THE REGISTER OF HISTORIC PLACES, SEE THE *Managing Historic Places* MANUAL.

## Getting ready for evaluation

### HOW TO PREPARE FOR EVALUATING HISTORIC RESOURCES

There are a number of ways that a municipality can prepare itself for evaluating historic resources. The suggestions outlined below can help municipalities efficiently and effectively assess historic resources for inclusion on a Municipal Heritage Inventory or designation as Municipal Historic Resources.

- |  |  |   |
|--|--|---|
| ① Conduct research in support of evaluation.   | ③ Locate professionals in historic resources management and historical research. | ⑥ Institute administrative structures to manage the evaluation process.   |
| ② Create a heritage advisory body and provide educational opportunities for its members. | ④ Familiarize administrators and elected officials with the evaluation process.  | ⑦ Undertake planning exercises that will result in the adoption of a municipal policy framework for the evaluation process. |
|  | ⑤ Develop application forms  |   |

### ① Conduct research in support of evaluation.

The importance of research cannot be overstated. Research is a very useful activity, as it provides material that can answer questions about the history of the municipality. The more information a municipality has available, the easier it will be to decide what resources are locally significant and subsequently provide convincing arguments in support of designating them.

Research may consist of gathering information from primary sources such as field surveys of built resources, archival searches of original documents and photographs, and oral history interviews. Research may also include information from secondary sources, including local histories, magazine articles and academic manuscripts such as theses.

Analysis is the natural successor to research, and the assistance of professionals can be especially valuable at this stage. One handy and quick reference tool is an outline of the history of the municipality, including a timeline of significant events, a who's who of municipally significant individuals and a list of themes of particular local importance. Another useful way of focusing attention on areas of particular interest is to review the municipality's history using the thematic framework in the Historic Resources Management Branch's publication, *In Time and Place: Master Plan 2005*.



PLEASE REFER TO THE COMPANION MANUAL  
*Managing Historic Places* FOR ADDITIONAL  
INFORMATION ON HERITAGE ADVISORY BODIES.

**② Create a heritage advisory body and provide educational opportunities for its members.**

Establishing a heritage advisory body made up of professionals, interested members of the public and municipal employees is vital to an effective historic resources management program. This body (board, council, committee) reviews applications for designation, among other duties, thus providing for community involvement in the selection process – an essential to the success of the program. Members of the heritage advisory body need to understand the evaluation process that this handbook describes and be familiar with the history of the municipality. Workshops, tutorials and guest speakers can help to provide information that the members of the advisory body need in order to contribute to the decision-making process.

**③ Locate professionals in historic resources management and historical research.**

Professionals in historic resources management and historical research are available to share their knowledge with a municipality and undertake projects. Some are employed by educational institutions, the provincial government or municipal governments; others are self-employed and available to work on contract. Familiarity with the location, skill sets and availability of these individuals in advance of any urgent need for their services will facilitate the evaluation process.

**④ Familiarize administrators and elected officials with the evaluation process.**

The people responsible for administering the evaluation process and designating resources need to be well informed. Good sources of information for administrators and elected officials include this handbook and the companion document entitled *Managing Historic Places*. Presentations and workshops are among the best ways of providing information.

**⑤ Develop application forms.**

Standard application forms for nominations to a Municipal Heritage Inventory and for Municipal Historic Resource designations are essential to an effective municipal heritage program. Completed applications should include information on the resource's location, history, appearance, condition, and use. Municipalities should tailor these forms to suit their particular needs. When creating application forms, municipalities should take into consideration the completed fields required to nominate a Municipal Historic Resource for inclusion on the Alberta Register of Historic Places. Please see the Appendix for a listing of these required fields and for examples of heritage application forms.

**⑥ Institute administrative structures to manage the evaluation process.**

Assign a particular staff member to the administrative functions relating to evaluation. This will build expertise in the area and make all aspects of the process run more efficiently. Experience has shown that setting up a separate numbering system for designation files is helpful. The file number assigned to a resource upon entering the system serves as a unique identifier that stays with the resource throughout the evaluation process and appears on all related correspondence and forms. A workflow checklist located permanently at the front of each designation file can show at a glance the stage a resource has reached in the evaluation process.

**⑦ Undertake planning exercises that will result in the adoption of a municipal policy framework for the evaluation process.**

Listing on a Municipal Heritage Inventory or Municipal Historic Resource designation should be elements of a plan for the municipality's historic resources as a whole. This plan, in turn, should be integrated with the municipality's larger planning process. The municipality cannot accomplish these goals without knowledge of the resources to be managed. As mentioned above, it is vitally important that research and analysis precedes the adoption of municipal historic resources management policies. It is also important to have a policy relating to the *Historical Resources Act's* compensation requirements (see the *Managing Historic Places* manual) before accepting applications for designation. Creating a comprehensive policy framework will help both owners and municipal authorities understand the implications of listing on an inventory or designation.

# Evaluating Municipal Historic Resources

## THREE-PART PROCESS FOR EVALUATING MUNICIPAL HISTORIC RESOURCES

The following evaluation process may be triggered by an individual application for municipal designation, or it may be part of a municipal program of historic resources management. Whether the purpose is to place a resource on a Municipal Heritage Inventory or to designate it as a municipal historic resource, the same three-part evaluation process applies.

### Part one: Assess eligibility

Assessing a resource's eligibility involves three steps:

- ① Describe the resource.
- ② Is the resource an excluded type?
- ③ Does the resource qualify for an exception?



FOR SAMPLE ASSESSMENTS,  
REFER TO THE GREEN TAB ENTITLED  
*Sample Forms and Documents.*

### Part two: Assess significance

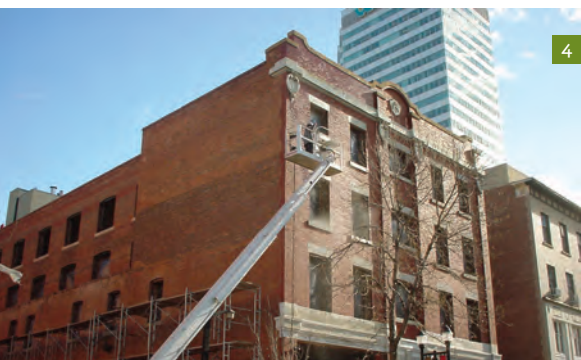
Assessing the significance of a resource involves three steps:

- ① Which significance criteria apply?
- ② What is the context of the resource?
- ③ Does the resource have municipal significance?

### Part three: Assess integrity

Assessing the integrity of a resource involves three steps:

- ① Identify the resource's character-defining elements, and determine whether they are visible enough to convey their significance.
- ② Determine which aspects of integrity are applicable to the criterion the resource is being evaluated under and if the resource retains those aspects of integrity.
- ③ Determine whether the resource has integrity.



## Part one: Assess eligibility

Not all historic resources are eligible for inclusion on a Municipal Heritage Inventory or designation as Municipal Historic Resources. The eligibility requirements listed below were developed by staff of the Historic Resources Management Branch after considerable reflection on the meaning and management of historic places. Although municipalities may choose to define their own eligibility requirements, normally only those Municipal Historic Resources that conform to guidelines below will be considered for listing on the Alberta Register of Historic Places and be eligible for conservation grants from the Alberta Historical Resources Foundation.

Assessing a resource's eligibility involves three steps:

- ① Describe the resource.
- ② Is the resource an excluded type?
- ③ Does the resource qualify for an exception?

### Step ①: Resource description

*Summarize the information available on the site.*

In order to determine whether a resource is eligible for inclusion on a Municipal Heritage Inventory or designation as a Municipal Historic Resource, it may be helpful to compose a short written summary of the resource's history and physical attributes.

### Steps ② and ③: Exclusions and exceptions

*Is the resource an excluded type?*

In some municipalities, the evaluation of a resource's eligibility is completed by municipal staff as an administrative function and forwarded to a heritage advisory body for review. Resources that are determined to be ineligible may be removed from the assessment process at this stage.

*Does the resource qualify for an exception?*

Certain resources are excluded from listing on the Alberta Register of Historic Places and are therefore ineligible for conservation grants from the Alberta Historical Resources Foundation. Some, listed below as Type 1 Exclusions, are excluded under all circumstances. Others, listed below as Type 2 Exclusions, may be considered for listing on the Alberta Register if they are eligible for an exception from the particular exclusion they fall under.

#### TYPE 1 EXCLUSIONS: INELIGIBLE RESOURCE TYPES

The following resources are not eligible for listing on the Alberta Register of Historic Places. There are no exceptions to Type 1 Exclusions.

##### Buildings, structures or objects outside municipal jurisdiction

Resources located on property outside of municipal jurisdiction are not eligible for Municipal Historic Resource designation. This includes property owned or regulated by the federal government, property owned by the provincial government, property subject to the *Post-Secondary Learning Act*, and sub-surface resources.

##### Buildings, structures or objects that are situated in an historical park or village

One of the basic purposes of the Alberta Register of Historic Places is to encourage the conservation of historic resources as living parts of their communities. In keeping with this purpose, artificial groupings of buildings that have been created for purposes of interpretation, protection or maintenance are not eligible. Creating such a grouping destroys the integrity of location and setting, and can create a false sense of historic development.

##### Small movable objects

Small movable objects not designed for a specific location are not eligible. Such works include transportable sculpture, furniture and other decorative arts that, unlike a fixed outdoor sculpture, do not have an association with a specific place. Objects that are integral to the significance of a non-excluded resource may be considered as part of that resource for the purposes of designation.

##### Reconstructions

Reconstruction is defined as the process of recreating the exact form and detail of a vanished resource or major part thereof. A resource in which most or all of the fabric is not authentic is not eligible.

##### Human remains

Human remains are not eligible.



## TYPE 2 EXCLUSIONS

The following resources are not ordinarily eligible for listing on the Alberta Register of Historic Places.

### Cemeteries

A cemetery is a collection of graves that is marked by stones or other artefacts, or that is unmarked but recognizable by features such as fencing or depressions, or through maps or by means of testing. Cemeteries serve as a primary means for an individual to recognize family history and as expressions of collective religious or ethnic identity. Because cemeteries may embody values beyond personal or family-specific connections, cemeteries may be eligible under certain conditions.

### Birthplaces or graves

Birthplaces or graves often attain importance as reflections of the origins of important persons or as lasting memorials to them. The lives of persons who are significant in our past are normally recognized through the designation of resources that illustrate or are connected with that person's productive life's work. Birthplaces or graves, which represent the beginning and end of the person's life, may be far removed from the period and location of his or her significant activities. Therefore, birthplaces and graves are not usually considered eligible.

### Resources that are primarily commemorative in nature

Commemorative resources are designed or constructed after the occurrence of an important historic event or after the life of an important person. They are not directly associated with the event or with the person's productive life, but serve as evidence of a later generation's assessment of the past. Therefore, such resources are not usually eligible.

## TYPE 2 EXCEPTIONS

Under special circumstances, exceptions are made to the Type 2 Exclusions.

A cemetery may qualify if it derives its primary significance from distinctive design features or is associated with a significant event. In all circumstances, cemeteries are designated exclusive of any human remains.

The birthplace or grave of a figure of importance may qualify if there is no other appropriate resource associated with his or her productive life. In all circumstances, graves are designated exclusive of any human remains.

A resource that is primarily commemorative may qualify if its design, age, tradition or symbolic value has invested it with its own significance. The significance of a commemorative resource comes from its value as a cultural expression at the date of its creation. Therefore, a commemorative resource generally must be over 50 years old and have significance based on its own value, not on the value of the event or person being memorialized.

**TYPE 2 EXCLUSIONS (CONTINUED)**

The following resources are not ordinarily eligible for listing on the Alberta Register of Historic Places.

**Resources that have been moved**

Significance is embodied in locations and settings as well as in the resources themselves. Moving a resource destroys the relationships between the resource and its surroundings and destroys associations with historic events and persons. A move may also cause the loss of historic features such as landscaping, foundations and chimneys, as well as loss of the potential for associated archaeological deposits. Therefore, consideration of moved resources is restricted.

**Resources that have achieved significance in the last 50 years**

Significance is embodied in locations and settings as well as in the resources themselves. Moving a resource destroys the relationships between the resource and its surroundings and destroys associations with historic events and persons. A move may also cause the loss of historic features such as landscaping, foundations and chimneys, as well as loss of the potential for associated archaeological deposits. Therefore, consideration of moved resources is restricted.

**TYPE 2 EXCEPTIONS (CONTINUED)**

Under special circumstances, exceptions are made to the Type 2 Exclusions.

A resource that has been moved from its original location may qualify, if:

- It was moved early in its history and developed significant historical associations on its new location prior to the last 50 years.
- It is primarily significant for its exceptional architectural value.
- It is the sole surviving resource most importantly associated with an historic theme, activity, cultural practice, event, institution or person.
- It was specifically designed to be relocated as part of its normal use.
- It is in the immediate vicinity of its original location and its association with its historic environment is maintained.

A resource that has achieved significance in the last 50 years may qualify for exemption from this exclusion, if:

- It can be demonstrated that the resource is extraordinarily significant under any of the five Significance Criteria.
- It is particularly fragile, of high significance and would probably not survive for 50 years without protection.



A resource need not be of national or provincial significance to merit municipal designation.



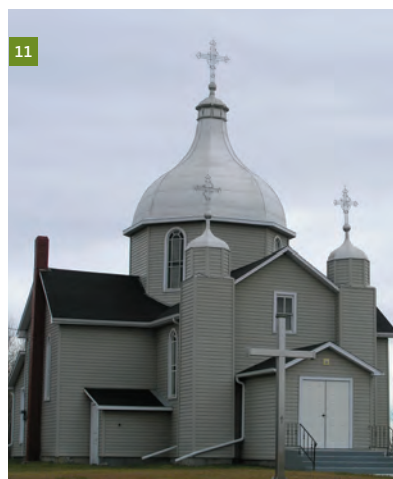
FOR SAMPLE SIGNIFICANCE ASSESSMENTS, REFER TO THE GREEN TAB ENTITLED *Sample Forms and Documents*.

## Part two: Assess significance

Why do you value the historic places in your municipality? What makes them so important? Is it their history? Their architecture or engineering? Is it their historic contributions to local culture? To conduct a significance assessment is to consider how a specific historic resource compares to similar historic resources within your municipality. *Significant* historic resources will typically be notable, rare, unique, or early examples of an important aspect of a municipality's history.

Assessing the significance of a resource involves three steps:

- ① Which Significance Criteria apply?
- ② What is the context of the resource?
- ③ Does the resource have municipal significance?



### Step ①: Significance criteria

#### *Which significance criteria apply?*

The following five criteria are used to assess the significance of resources to Alberta's history, architecture, archaeology, palaeontology, natural history, engineering and culture. The resources assessed can include districts, landscapes, places, sites, buildings, structures and objects.

#### **SIGNIFICANCE CRITERIA**

Significant historic places are eligible historic places that meet at least one of the following Significance Criteria. The criteria are individually sufficient (a resource needs to meet only one) and of equal value. Although a resource may be significant under more than one Significance Criteria, a jurisdiction only needs to demonstrate significance under one criterion for a resource to be eligible for designation.

**A**

#### **Theme / Activity / Cultural Practice / Event**

A resource must be directly associated with a theme, activity, cultural practice or event that has made a significant contribution to the broad pattern of municipal history.

**B**

#### **Institution / Person**

A resource must be directly associated with a significant institution or with the life of a significant person in the municipality's past.

**C**

#### **Design / Style / Construction**

1. Style / Type / Method of Construction
2. Work of a Master
3. High Artistic Value

A resource must embody the distinctive characteristics of a type, style, period or method of construction, or represent the work of a master, or express high artistic values.

**D**

#### **Information Potential**

A resource must have yielded, or be likely to yield, information important to the municipality's history, prehistory or natural history.

**E**

#### **Landmark / Symbolic Value**

A resource must be particularly prominent or conspicuous, and must have acquired special visual, sentimental or symbolic value that transcends its function. A landmark contributes to the distinctive character of the municipality.

*What is the context  
of the resource?*

**Step ②: Context**

Historical contexts are patterns, themes or trends that help us understand a specific occurrence, resource or place and illuminate its historic significance. To understand the context of a resource, you need to have knowledge of the period, historical themes and geographical area that the resource is associated with. This involves, among other things, the social, political, economic, artistic, physical, architectural, philosophical or moral environment that accounted for the presence of, as well as the original and current nature of, the resource.

The importance of establishing the context of a resource that is being assessed cannot be overstated. The context provides the framework for determining the significance of a resource. The context of a particular resource depends on the Significance Criteria selected in Step 1. If more than one Significance Criterion was selected in Step 1, address each criterion to gauge the significance of the resource under each one. For example, a residence that is significant for its architectural features has an entirely different context statement than one that is significant as the home of a prominent author—even if the two houses are of the same period and style and in the same neighbourhood. The stories these two buildings tell are quite different, and therefore different background information is required. The thematic framework provided by the Historic Resources Management Branch's *In Time and Place: Master Plan 2005* is a very useful tool for determining a resource's context.

To establish the context of a resource, you need to identify the period of time during which the resource acquired its significance – its Period of Significance. This may be very specific if the resource is significant for a single event or it may span hundreds of years if it is a prehistoric cultural landscape under consideration. If more than one Significance Criterion has been selected, it is possible that the resource may have more than one Period of Significance.

If qualified personnel are on staff or on a heritage advisory body, then they can prepare a context statement. If not, then it may be necessary to recruit a volunteer specifically for the task or hire a consultant to do the work.

The purpose of an historical context statement is NOT to make an argument for the importance of the resource but to provide sufficient relevant background information to see clearly how the resource relates to others of a similar type. An historical context statement should:

- ① Explain the role of the resource in relation to broad historic trends, drawing on specific facts about the resource and its community.
- ② Briefly describe the history of the community where the resource is located as it directly relates to the resource. Highlight any notable events and patterns of development that affected the resource's history, significance and integrity.
- ③ Discuss how the resource compares with others of the same or similar period, and identify characteristics or associations in each area of significance to show how it is unique, outstanding or strongly representative of an important historic context.

When preparing a context statement, relate the resource to important themes in the history of the municipality. Include information about the municipality's history that explains how the resource is unique or representative of its theme, place and time. Incorporate the following information to the extent that it relates to the significance of the resource:

- Specific events
- Activities and uses
- Influence of technology
- Aspects of development
- Common architectural styles or types
- Construction materials and methods
- Role of important persons or organizations
- Cultural affiliations
- Political organization
- Social or cultural traditions
- Trends in local or regional development
- Patterns of physical development
- Economic forces
- Presence and condition of similar resources
- Social history

Incorporate facts that help to make the case for significance and integrity. A well-known, prominent resource may require less research than a resource associated with a commonplace local event or exhibiting a vernacular building form about which little has been written.

## CONTEXT STATEMENTS

A context statement for an individual resource should answer the appropriate questions listed below.

A

### Theme / Activity / Cultural Practice / Event

**In what historical context did the theme, activity, cultural practice or event take place?**

Explain how the event or pattern of events contributed to the history of the municipality and how related types of resources reflect these events.

13



For example, explain how a 1911 train station represents the arrival of the railroad and its effects on the growth and character of a town in the early 20th century. Include in the context statement comparisons with other structures related to the arrival of the railroad, if they exist.

B

### Institution / Person

**What is the historical context of the institution or person associated with this resource?**

Explain the role of the person in the history of the municipality. Identify other resources associated with the person and explain their role in the person's career.

14



For example, explain how a farmstead where a significant local artist painted and found inspiration is the surviving resource best associated with her life and career. Place the artist and her farmstead in the context of other municipally-significant artists and the places that nurtured their creative work.

C

### Design / Style / Construction

**What is the historical context of the building form, architectural style, engineering technique, artistic value, material, method of construction or local area development (district) associated with this resource?**

#### ① Style, type or method of construction

Explain why the type, period or method of construction represents architectural features that are significant in the development of the municipality.

For example, explain how a sandstone commercial building represents a late nineteenth-century method of construction that was once common in the region but is now rare. Include comparisons with similar sandstone buildings constructed during the same period.

#### ② Work of a master

Provide facts about the career and work of the artist, architect, engineer or landscape architect to explain how accomplished the person was in his or her field and how he or she contributed to the art, architecture or landscape architecture of the municipality.

Design / Style / Construction (cont'd)

15



For example, explain how a stately mansion embodies the vision of a local architect well-known for designing elegant upper-class residences in an early twentieth-century community. Include comparisons with other upper-class homes in the community designed by the architect.

③ **High artistic value**

Describe the quality of artistry or craftsmanship in comparable works in the municipality.

For example, describe how a large outdoor sculpture represents the notable achievement of a local artist. Include comparisons with other substantial examples of public art.

D

**Information Potential**

**What is the historical context for the research topic that this resource and its physical materials could potentially address?**

Explain why the information the site is likely to yield is important to the knowledge of the prehistory or history of the municipality.

For example, describe how the data on settlement patterns of a Late Prehistoric culture as expressed at a particular archaeological site will broaden the knowledge and understanding of the culture's occupation regionally and how the information potential of this location compares with and relates to the information potential of sites elsewhere.

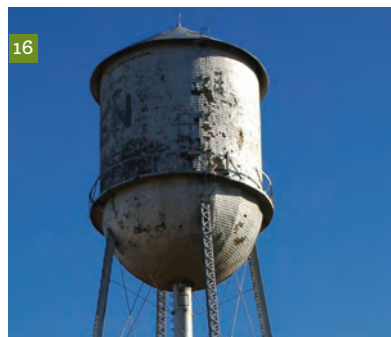
E

**Landmark / Symbolic Value**

**In what historical context did this resource acquire its landmark or symbolic value?**

Describe the historical events associated with the resource and the geographical situation of the resource in the municipality. Provide information about how and why it acquired its landmark or symbolic value and indicate its relationship to other similar resources in the municipality.

16



For example, describe how a water tower came to be a recognized and prominent local symbol, in addition to being a landmark in the community. Include comparisons with other prominent landmarks and symbolically-significant buildings and structures.

A context statement for a heritage district being considered under any of the Significance Criteria should answer the appropriate questions listed below.

- ① How do the associations, architectural styles, and types and periods reflected by the district represent one or several aspects of the historic development of the municipality?
- ② Does the municipality have a number of neighbourhoods with the same or similar qualities?
- ③ How is the district unique or representative in comparison to other districts representing its theme and period?

For example, describe how the characteristics of buildings in an industrial neighbourhood make them particularly representative of the development of a community at a certain time in its history, and of special significance because of the completeness of the streetscape. Include comparisons with other industrial streetscapes.

### Step ③: Significance assessment

*Does the resource have municipal significance?*

To merit inclusion on a Municipal Heritage Inventory or Municipal Historic Resource designation, a resource must be significant within a municipal context. Simple association with one or more of the Significance Criteria is not sufficient. The association must be important. In addition, this important association must be documented. A resource is not eligible for consideration if its associations are speculative.

*Is this resource of municipal significance because of its association with one or more themes, activities, cultural practices or events that were municipally important?*



Criterion A recognizes resources associated with historically significant events, activities, cultural practices or themes in the municipality.

#### Significant Association

Simple association with historic themes, activities, cultural practices or events is not enough to qualify a resource for designation under Criterion A. The association must not only exist, but be important as well. For example, you must show that a building that has historically been in commercial use was significant in commercial history.

### CRITERION A EXAMPLES:

Below are examples of eligible resources, designated Provincial Historic Resources, and resources that are NOT eligible under Criterion A.

#### Eligible resources:

- A factory building associated with the establishment of a significant ceramics industry in an area
- A theatre where residents of a town have gone for decades to watch movies
- A one-room school that was the among the earliest educational facilities in a region
- A bank that was the first financial institution in a community
- A modest church that was built during the early settlement period of an area
- A railroad station that served as the focus of a community's transportation system and commerce
- A site where prehistoric Aboriginal people annually gathered for seasonally available resources and social interaction
- A downtown district that represents a town's growth as the commercial focus of the surrounding agricultural area
- An urban neighbourhood that is the traditional home of a particular cultural group and that reflects its beliefs and practices

#### Designated Provincial Historic Resources:



**Frank Slide**, site of a devastating 1903 rock slide that buried a portion of the Town of Frank and killed dozens.



**Dickson Store and Site**, an example of a rural commercial establishment serving a local agricultural economy



**Head-Smashed-In Buffalo Jump Special Place** near Fort MacLeod, site of a unique subsistence procurement system which allowed Native Albertans to master the harsh environment of the Northwestern Plains

#### Resources that are NOT eligible:

- A resource marginally associated with a municipally significant theme, such as a commercial structure built during the pre-World War I boom period that has no particular prominence in the commercial history of the community
- A resource marginally associated with a municipally significant activity, such as one of several community halls
- A resource marginally associated with a distinct traditional cultural practice, such as an archaeological site consisting of lithic scatter, without additional elements
- A resource marginally associated with a municipally significant event, such as the home of someone who participated in a major strike

*Is this resource of municipal significance because of its association with one or more institutions or persons that were municipally important?*



A community may contain several resources that are eligible because of their association with the same important institution or person, if each represents a different aspect of their productive life. A resource can also be eligible if it has brief but consequential associations. Such associations are often related to an event that occurred at the resource and therefore may also be eligible under Criterion A.



Criterion B applies to properties associated with institutions or persons whose specific contributions are demonstrably important in a local or municipal historic context. This criterion is generally restricted to resources that illustrate (rather than commemorate) a person's important achievements.

#### **Individual Significance**

An institution or person associated with a resource must be municipally significant. A resource is not eligible if its only justification for significance is that it was owned or used by an institution or a person who was a member of an identifiable profession, class, or social or ethnic group. The institution or person must have been significant in shaping the history of the municipality.

#### **Significant Association**

Resources eligible under Criterion B are usually those associated with the period when the institution or person achieved significance. A person's home, business, office, laboratory or studio may best represent the contribution he or she made. Resources associated with an individual's formative or later years may also qualify if you can demonstrate that the person's activities during this period were historically significant, or if no resources from the person's productive years survive. Length of association is an important factor when assessing several properties with similar associations.

### CRITERION B EXAMPLES:

Below are examples of eligible resources, designated Provincial Historic Resources, and resources that are NOT eligible under Criterion B.

#### Eligible resources:

- The homestead of an agriculturalist who contributed significantly to area farming practices
- The meeting place of a significant local society
- The business headquarters of an important industrialist
- The building that served as both a residence and an office for a significant local doctor
- A building associated with the establishment of a particular religious organization in a community
- The homes and studios of architects or artisans, since homes and studios are usually the resources that these people are most personally associated with
- The location where the ceremonial activities of an Aboriginal society took place
- An ecclesiastical district containing a church, rectory, convent, school, and hospital

#### Designated Provincial Historic Resources:



**The Orange Hall** in Edmonton, a meeting place for one of Alberta's most influential fraternal organizations



**The Clark Residence** in High River, boyhood home of Charles Joseph ("Joe") Clark, the sixteenth Prime Minister of Canada



**The Latter Day Saints Park Avenue Chapel**, a place of worship for the Mormon community in Raymond, now town office and library.

#### Resources that are NOT eligible:

- A residential district where a number of professionals, artisans, business people, labour leaders or other influential persons lived, but where no significant accomplishments of specific individuals can be documented.
- A resource associated with an institution about which no scholarly judgement can be made, either because research has not revealed specific information about it and its impact, or because there is insufficient perspective to determine whether those activities or contributions were historically important.
- A resource associated with a living person. Generally, time must have elapsed to assess the person's field of endeavour and his or her contribution to that field. The person's active participation in the endeavour must be finished before this historic perspective can emerge.

*Is this resource of municipal significance because it was municipally important for at least ONE of the following reasons?*



This criterion applies to resources that are significant for their physical design or construction, including such elements as architecture, landscape design, engineering and artwork.

① *It embodies the characteristics of a style, type or method of construction.*

① Style / Type / Method of Construction

Most resources are eligible under this portion of Criterion C, as it encompasses all architectural styles and construction practices. To be eligible under this portion of Criterion C, a resource must clearly illustrate:

② *It represents the work of a master.*

- the pattern of features common to a particular class of resources, *or*
- the individuality or variation of features that occurs within the class, *or*
- the evolution of that class, *or*
- the transition between classes of resources

③ *It has high artistic value.*

② Work of a Master

A master is a figure of generally recognized greatness in a field, a known craftsman of consummate skill or an anonymous craftsman whose work is distinguishable from others by its characteristic style and quality. The resource must express a particular phase in the development of the master's career, an aspect of his or her work, or a particular idea or theme in his or her craft.

A resource is not eligible as the work of a master, however, simply because it was designed by a prominent architect.

③ High Artistic Value

High artistic value may be expressed in many ways, including areas as diverse as community design or planning, engineering and sculpture. A resource is eligible for its high artistic value if it so fully articulates a particular concept of design that it expresses an aesthetic ideal. A resource is not eligible, however, if it does not express aesthetic ideals or design concepts more fully than other properties of its type.

### CRITERION C EXAMPLES:

Below are examples of eligible resources, designated Provincial Historic Resources, and resources that are NOT eligible under Criterion C.

#### Eligible resources:

- A house or commercial building representing a significant style of architecture, such as a Gothic Revival style building that has the distinctive characteristics that make up the vertical and picturesque qualities of the style, including pointed gables, steep roof pitch, board and batten siding, ornamental bargeboard and verandah trim
- A designed historic landscape, park or garden that reflects a historic trend or school of theory and practice, such as the City Beautiful Movement, evidencing distinguished design, layout and skilled craftsmanship
- A movie theatre embodying high artistic value in its decorative features
- A bridge or dam representing technological advances
- A building that has some characteristics of the Romanesque Revival style and some characteristics of the Commercial style, if it illustrates the transition of architectural design, and if the transition itself is considered an important architectural development
- A historic district associated with the commercial development of a town between 1890 and 1945 and characterized by buildings of similar scale, construction materials, and style

#### Designated Provincial Historic Resources:



**The Brooks Aqueduct**, a remarkable feat of civil engineering and one of the largest structures of its kind in the world



**The Bank of Montreal Building** in Calgary, a monumental construction embodying the influence of the Beaux-Arts style



**The Fort Victoria Clerk's Quarters** near Pakan, an excellent example of a mid-nineteenth century Hudson's Bay Company post-on-sill or Red River frame wooden structure

#### Resources that are NOT eligible:

- A commercial building with some Art Deco detailing, if the detailing is not a fully integrated realisation of the Art Deco style, or does not represent the transition between that and another style
- A designed landscape that has had major changes to its historic design, vegetation, original boundary, topography or grading, architectural features and circulation system
- A resource that has simply been identified as the only such resource ever fabricated
- A public sculpture that is a typical example of sculpture design during its period
- A building that is a modest example (within its historic context) of the Craftsman style of architecture
- A landscaped park that is characteristic of turn-of-the-century landscape design

*Is this resource of municipal significance because it answers—or has the potential to answer—in whole or in part, the types of research questions that can only be answered by the actual physical material of a cultural resource?*



Certain important research questions about human history can only be answered by the actual physical material of some cultural resources. Criterion D encompasses resources that have the potential to answer those types of research questions, in whole or in part. The most common type of resource nominated under this criterion is an archaeological site (or a district comprised of archaeological sites). As subsurface artefacts belong to the province, they are ineligible for Municipal Historic Resource designation. However, buildings, objects and structures (or districts comprised of these resource types) can be considered significant for their information potential.

#### **The natural environment**

The natural environment associated with a resource during its Period of Significance was often very different from the present environment, and strongly influenced cultural development. Consider aspects of the environment pertinent to human activities when evaluating a resource under Criterion D.

#### **Completely excavated sites**

Resources that have yielded important information in the past and no longer retain additional research potential (such as completely excavated archaeological sites) must be assessed essentially as historic sites under Criterion A. Such sites must be significant for associative values related to

- ① the importance of the data gained, OR
- ② the impact of the resource's role in the history of the development of anthropology/archaeology or other relevant disciplines. Like other historic resources, the site must retain the ability to convey its association as the former repository of important information, the location of historic events or the representative of important trends.

#### CRITERION D EXAMPLES:

Below are examples of eligible resources, designated Provincial Historic Resources, and resources that are NOT eligible under Criterion D.

##### Eligible resources:

- A building exhibiting a local variation of a standard design or construction technique, if study could yield important information such as how local availability of materials or construction expertise affected the evolution of local building development
- A resource that has been excavated, if the data recovered was of such importance that it influenced the direction of research in the discipline, such as a site that elucidated an important principle of dinosaur evolution
- An irrigation system significant for the information it will yield on early engineering practices, even though it is now filled in and no longer retains the appearance of an open canal
- A site that has been partially excavated but still retains substantial intact deposits
- A site with remaining deposits that are small but that contain critical information on a topic that is not well known

##### Designated Provincial Historic Resources:



**The Hoyt Tipi Ring Site** near Del Bonita, a well-preserved representation of a large Plains Indian tipi ring campsite



**The Village of Lille**, a site containing the structural and archaeological remains of a major mining operation in the Crowsnest Pass



**Beaver River Quarry Archaeological Site** near Fort MacKay, a locality used by prehistoric Native communities to obtain high quality raw materials for making stone tools

##### Resources that are NOT eligible:

- The ruins of a church that once contained murals which historical documentation indicates were significant for their highly unusual design, because the information is contained only in documentation
- A resource where it is impossible to determine whether data contained in the resource would help to answer specific important research questions
- A site composed only of surface materials if the potential to yield information depends upon the site having intact stratified deposits
- A ploughed archaeological site that contains several superimposed components that have been mixed to the extent that artefact assemblages cannot be reconstructed, where the data requirements of the research design call for the study of artefacts specific to one component
- A totally collected surface site or a completely excavated buried site, since the physical remains capable of yielding important information no longer exist at the site
- A site that has been looted or otherwise disturbed to the extent that the remaining cultural materials have lost their important depositional context (horizontal or vertical location of deposits)

*Is this resource of municipal significance because it is an important landmark or symbol in the defined historical context?*



A resource may have significance even though it is not associated with any of the previously noted four criteria. Its significance may be solely derived from its physical contribution as a prominent or conspicuous part of the physical environment, or because it has acquired a special visual, sentimental or symbolic value that transcends its function or physical presence within the municipality or area.

#### CRITERION D EXAMPLES:

Below are examples of eligible resources, designated Provincial Historic Resources, and resources that are NOT eligible under Criterion D.

#### Eligible resources:

- A smokestack in an industrial district
- A grain elevator soaring above the flatness of the prairies
- A train station with strong emotional associations as an historic meeting place
- A church prominently situated on a hill overlooking a town

#### Designated Provincial Historic Resources:



**The Alberta Wheat Pool Grain Elevator**  
in St. Albert, an icon of agricultural life in the province



**The Northern Alberta Railway Station**  
in Sexsmith, a building that symbolizes the central role of railways in opening Alberta to settlement



**The Hoodoos** near Drumheller, geological icons of the Alberta Badlands

#### Resources that are NOT eligible:

- A resource which is obscured by later development
- A plaque placed inconspicuously on a building

## Part three: Assess integrity

Do the historic resources in your community retain enough of their historic fabric and design features to communicate their significance? Have they been so drastically altered that they no longer look like they did during their Period of Significance? To include a resource on a Municipal Heritage Inventory or designate it as a Municipal Historic Resource, you must not only show that it is significant in terms of one or more of the Significance Criteria but also show that it has sufficient physical integrity to convey its significance. A resource communicates its significance through physical features known as character-defining elements that embody its value as a historic resource. An integrity assessment is always grounded in an understanding of how a resource's physical features relate to its significance.

Assessing the integrity of a resource involves three steps:

- ① Identify the resource's character-defining elements, and determine whether they are visible enough to convey their significance.
- ② Determine which aspects of integrity are applicable to the criterion the resource is being evaluated under and if the resource retains those aspects of integrity.
- ③ Determine whether the resource has integrity.



FOR SAMPLE INTEGRITY ASSESSMENTS,  
REFER TO THE GREEN TAB ENTITLED  
*Sample Forms and Documents.*

A site inspection is necessary in order to assess the integrity of a resource. You need to be familiar with why the resource is considered significant if the site inspection is to be productive. Otherwise, you cannot determine what its character-defining elements are and what aspects of integrity are applicable to the resource.

*What are the features of the resource that are necessary to communicate its historic significance?*

### Step ①: Character-defining elements

Character-defining elements are the materials, forms, location and spatial configurations that contribute to the significance of a resource. These elements must be retained in order to preserve the resource's heritage value.

#### ABOUT CHARACTER-DEFINING ELEMENTS:

##### They may be found in:

- The style, massing, scale or composition
- Features related to the function of the resource
- The interior spatial configurations or exterior layout
- The materials and craftsmanship
- The relationship between the resource and its broader setting
- Traditional activities that continue to occur at the resource
- Features or materials that have direct bearing on important research themes

##### They do not include:

- Features that do not contribute to the resource's significance
- Elements that have been removed or destroyed, or that were planned but never executed
- Elements that have been reconstructed

Resources change over time. Changes made to a resource may either add to or detract from its integrity. A resource need not retain all of its historic physical features or characteristics to retain its integrity. However, it must retain the essential physical features, or character-defining elements, that enable it to convey its historical identity. These are the features that define why a resource is significant and when it was significant. Without these features, a resource's significance cannot be communicated. To identify a resource's character-defining elements, take into account the Significance Criteria you have selected for the resource.

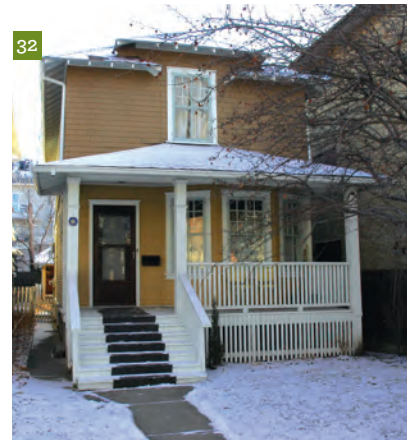
## IDENTIFY CHARACTER-DEFINING ELEMENTS

An assessment of character-defining elements for an individual resource should consider the questions below.

### **A** **B** Theme / Activity / Cultural Practice / Event OR Institution / Person

What are the features of the resource that made up its character or appearance during its period of association with the important theme, activity, cultural practice, event, institution or person? If the resource is a site with no material cultural remains (e.g. the location of a treaty signing), the character-defining elements are features that made up the environment during its period of association.

For example, if a home is valued for its association with a significant artist, the character-defining elements may include the exterior wood siding, covered porch, original flooring, and artefacts that partly defined the residence during the time the artist lived and worked there.



32

### **C** Design / Style / Construction

What are the historic materials and details that originally distinguished the resource as an example of a particular design, style or construction technique?

For example, if a church is valued as a representative example of Ukrainian religious architecture, the character-defining elements might include the cruciform plan and the onion-shaped dome typical of this architectural tradition.



33

### **D** Information Potential

What are the important research questions that have been or may be answered by investigating the resource? Some of these character-defining elements will be known, and others may reasonably be expected to exist.

For example, if a tipi ring site is valued for its likelihood to yield significant information about settlement patterns of a prehistoric community, the character-defining elements might include the form and scale of the rings.



34

### **E** Landmark / Symbolic Value

What are the features that relate to the resource's landmark status or its symbolic associations? These features may extend beyond the resource itself to include elements of the location and environment.

For example, if a grain elevator is valued as an icon of agricultural and social development, character-defining elements might include its distinctive profile against the skyline and its spatial proximity to a railway line.



35

## IDENTIFY CHARACTER-DEFINING ELEMENTS (CONTINUED)

An assessment of character-defining elements for a heritage district should consider the questions below.

What are the historically significant features which distinguish the area generally? What are the features of the individual contributing elements that help to define the district's historic character? You may wish to itemize both the general features of the district and the particular features of each contributing element.

For example, if a district is valued as an excellent representative of early twentieth-century commercial architecture, character-defining elements might include the common use of brick as a construction material, the modest scale of the buildings, and the strong influence of Neoclassical architectural ideals in the style of the historic buildings.

### *Visibility of character-defining elements*

Resources that are eligible for designation under criterion A, B, C or E (and sometimes D) must not only retain their character-defining elements, but these elements must also be visible, well-documented or conclusively demonstrated to be present. Even if a resource is intact, its integrity is questionable if its character-defining elements are concealed. Resources covered by non-historic materials are considered to lack integrity. If such covering is later removed and intact historic period materials revealed, you can then re-evaluate the resource's integrity.

### *Period of Significance*

When determining a resource's character-defining elements, keep in mind its Period of Significance—the period of time when the resource acquired its significance. This may be very specific if the resource is significant for a single event or it may span hundreds of years if it is a prehistoric cultural landscape under consideration. If more than one Significance Criterion has been selected, it is possible that the resource may have more than one Period of Significance. The character-defining elements must relate directly to the Period of Significance, not some earlier or later time.

## Step ②: Aspects of integrity

*What aspects of the resource's historic identity need to be retained in order for it to communicate its historic significance?*

In order to determine if an historic resource retains its ability to communicate its significance, it is helpful to consider seven “aspects of integrity.” To decide which of these aspects of integrity are most applicable to a particular resource, you must first understand its significance and its character-defining elements.

### ASPECTS OF INTEGRITY

- |               |               |
|---------------|---------------|
| ① Location    | ⑤ Workmanship |
| ② Design      | ⑥ Feeling     |
| ③ Environment | ⑦ Association |
| ④ Materials   |               |

#### ① Location

Location is the **place** where an historic resource was constructed or the site where an historic activity or event occurred. This is not the same as “Environment,” which is the character of the place in which a resource played its historic role (see below). The relationship between a resource and its location is important, as it helps you understand why it was created or why an event happened there. Except in rare cases, moving a resource destroys the relationship between the resource and its historical associations.

#### ② Design

Design is the **combination of elements** that create the form, plan, space, structure and style of a resource. A resource's design reflects historic function and technologies as well as aesthetics. Design is the result of decisions made during the historic conception and planning of a resource, or its significant alteration.

Design may include, but is not limited to, these elements:

- Structural system
- Form and massing
- Arrangement of spaces
- Pattern of fenestration
- Textures and colours of surface materials
- Type, amount and style of detailing
- Arrangement and type of plantings in a landscape

### ③ Environment

Environment is the **physical setting** of an historic resource. Whereas location refers to a specific place, environment refers to the character of the place where a resource played its historic role. Environment includes:

- The resource's relationship to surrounding features or open space
- How this contributes to a sense of continuity in the area

Features that contribute to the environment include, but are not limited to:

- Topographic features
- Vegetation
- Manmade features (paths or fences)
- Relationships between resources and other features or open space
- The character of the street, neighbourhood or area

### ④ Materials

Materials are the **physical elements** that were combined or deposited during a particular period or time frame and in a particular pattern or configuration to form an historic resource. The historic materials and significant features from the Period of Significance should be present and their original inter-relationships retained.

### ⑤ Workmanship

Workmanship is the **physical evidence** of the crafts of a particular culture or people during a given period. This aspect is important because it can provide information about technological practises and aesthetic principles.

Workmanship can be:

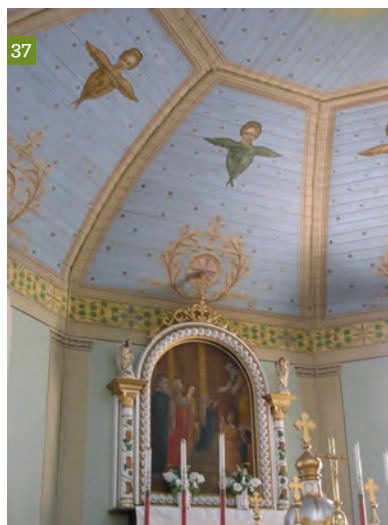
- Plain or ornamental
- Basic or sophisticated
- Based on tradition or innovative techniques
- Seen in all of the resource or individual parts of it

## ⑥ Feeling

Feeling is the resource's continued **ability to convey** the aesthetic or historic sense of a particular period. Feeling results from the presence of physical features that, taken together, express the resource's historic character.

## ⑦ Association

Association is a **direct link** between an historic resource and a significant historical theme, activity or event; or an institution or person. A resource retains association if it is the place where the event or activity occurred and is sufficiently intact to convey that relationship to an observer.



#### APPLICABLE ASPECTS OF INTEGRITY

Each of the five Significance Criteria depends on certain aspects of integrity more than on others. Determining which aspect of integrity is most important to a particular resource requires an understanding of the resource's significance and its character-defining elements.



##### Theme / Activity / Cultural Practice /Event

A resource that is significant for its historic association is eligible if it retains the character-defining elements that made up its character or appearance during the period of its association with the important event, historical pattern, institution or person. Ideally, the resource retains features of all seven aspects of integrity. However, integrity of environment is the requirement for historic places that are the sites of important events. Integrity of design and workmanship are important to an historic place's significance if the resource is a building or structure.



##### Institution / Person



##### Design / Style / Construction

A resource that is significant for its design or construction must retain the physical features that characterize the type, period or method of construction that the resource represents. Retention of design, workmanship and materials is usually more important than location, environment, feeling and association. However, location and environment are important for resources whose design is a reflection of their immediate environment.



##### Information Potential

For a resource that is significant for its potential to yield information, environment and feeling may not have a direct bearing on the assessment. In these situations, evaluating integrity will probably focus on location, design and materials – and perhaps workmanship.



##### Landmark / Symbolic Value

A resource that is significant for its landmark or symbolic value ideally retains elements of all seven aspects of integrity. However, integrity of location, environment and feeling are particularly important.

### Step ③: Integrity assessment

*Does the resource retain its ability to convey its historic significance?*

Having identified the resource's character-defining elements and the applicable aspects of integrity, it remains to conduct a site visit and decide whether the resource does or does not have integrity. In most cases this is a question of degree, since few resources will remain exactly as they were during their Period of Significance. The task is to determine if what remains is sufficient to embody the Significance Criteria selected for the resource and therefore sufficient to communicate its heritage value.

Each of the Significance Criteria requires a slightly different approach to the integrity question.

For example, a resource significant for its association with an activity under Criterion A will have different integrity requirements than one significant for its status as a landmark under Criterion E. In the case of the former, specific features relating to the significant activity will be of great importance to the integrity of the resource, while in the latter case the visibility of the resource will have more impact on the landmark's integrity.

It is important to note that for all Significance Criteria, the integrity of the resource is tied to its Period of Significance. If, for example, a significant person was associated with a resource from 1930 to 1950, but the resource dates from 1910, then such a resource can have integrity only if it retains character-defining elements from the 1930–1950 range—the Period of Significance. Any feature which disappeared before this period or was added later cannot be a character-defining element, and therefore its absence is not detrimental to the resource's integrity. In fact, the presence irrelevant features can have a negative effect on a resource's integrity, even if they are original to the resource.



#### **Theme / Activity / Cultural Practice /Event**

When assessing a resource associated with a theme, activity, cultural practice or event, or with a person or institution, ask whether an historical contemporary of that theme, event, activity, person or institution could still recognize the resource as it exists today. This is a basic integrity test for these criteria.

Criterion A: Would the resource as it exists today be recognizable to a contemporary of the important theme, activity or event it is associated with?

Criterion B: Would the resource as it exists today be recognizable to a contemporary of the important institution or person it is associated with?



#### **Institution / Person**



#### **Design / Style / Construction**

When assessing a resource that is significant for its design, style or construction, ask whether it has a demonstrated ability to convey its significance. This is a basic integrity test for this criterion.

Does the resource retain most of the physical features that mark it as:

- The embodiment of a type, period or method of construction, or
- A representative of the work of a master, or
- Having high artistic value



#### **Information Potential**

When assessing a resource that is significant for its potential to provide information that may answer important research questions, ask whether, in spite of the cultural and natural processes that have acted to alter the resource over time, it has either yielded such information or can be demonstrated to retain the potential to yield such information. This is a basic integrity test for this criterion.

An integrity assessment for resources that you are considering for their information potential will be defined by the research questions that may be answered by the resource. A resource with information potential does not need to visually recall an event, person, process or construction technique.

Does the resource retain its potential to yield specific data that addresses important research questions?



#### **Landmark / Symbolic Value**

When assessing a resource that is associated with landmark or symbolic value, ask whether it retains its ability to convey its significance. This is a basic integrity test for this criterion.

Does the resource retain its ability to convey its landmark or symbolic value?

# Municipal Heritage Inventories And Historic Designation



When you have completed the evaluation process, decide whether it is appropriate to:

- Place a resource on the Municipal Heritage Inventory
- Designate the resource
- Remove a resource from the historic resources management process



FOR SAMPLE STATEMENTS OF SIGNIFICANCE, REFER TO THE GREEN TAB ENTITLED *Sample Forms and Documents*.

Resources placed on a Municipal Heritage Inventory can become part of a municipality's historic resources management program. You can flag them for management in accordance with municipal heritage policies or fast-track them for designation as the opportunity arises. Unless a great deal of time has elapsed since the evaluation was done, a resource that is included in a municipality's heritage inventory usually requires only a review of its integrity assessment to move forward in the designation process.

## Statement of significance

If you have evaluated a resource and determined that it is an eligible type and that it has significance and integrity, prepare a Statement of Significance in order to add the resource to a Municipal Heritage Inventory or designate it as a Municipal Historic Resource. There are several manuals and guides available to assist you in writing a Statement of Significance. Please contact staff of the Municipal Heritage Partnership Program if you would like additional information.

A Statement of Significance for an historic resource includes three sections:

- ① Description of resource
- ② Heritage value
- ③ Character-defining elements

These sections explain what the resource consists of, why the resource is important or significant, and which principal features of the resource must be retained in order to preserve its heritage value.

### ① Description of resource

Paint a picture of the resource in two or three sentences. Describe very generally what the resource consists of, as well as its extent and any principal contributing resources. The description may also situate the resource within its broader context or setting, if this is helpful.

The "Description of resource" section answers the question:  
"What is the resource?"

## ② Heritage value

Explain the significance of the resource. Heritage value is the aesthetic, historic, scientific, cultural, social or spiritual importance or significance for past, present or future generations.

The “Heritage value” section answers the question:  
*“Why is this resource important or significant?”*

Answer this question in direct relationship to the Significance Criteria you have selected as applying to this resource. If you have recognized a resource in relation to more than one Significance Criteria, explain each criterion separately, if appropriate. Two or three paragraphs in a narrative format are usually sufficient.

In this section, make every effort avoid including personal information such as the name of a current individual owner or living person, as this may require the consent of the individual.

## ③ Character-defining elements

Identify the principal features of the resource that contribute to its heritage value. Character-defining elements are the materials, forms, location, spatial configurations, uses, and cultural associations or meanings that contribute to the heritage value of a resource, and that must be retained in order to preserve its heritage value.

The “Character-defining elements” section answers the question:  
*“What features embody the heritage value of the resource?”*

The character-defining elements you have identified provide guidance to resource owners, planners, architects and others involved in conserving or rehabilitating the resource. They also help guide the preparation of project proposals relating to the resource.

Character-defining elements may be found in:

- The style, massing, scale or composition
- Features related to the function of the resource
- The interior spatial configurations or exterior layout
- Materials and craftsmanship
- The relationship between the resource and its broader setting
- Traditional activities that continue to occur at the resource
- Cultural associations or meanings associated with the resource
- Features or materials that have a direct bearing on important research themes

Character-defining elements must directly relate to the heritage value of the resource, and must exist at the time of its designation. These elements should not simply describe the resource, but should provide an analysis of where value lies. Identifying these elements is a selective process.

Character-defining elements do not include:

- Features that do not contribute to the resource's heritage value
- Conservation advice about what should be retained, protected or replaced
- Elements that have been removed or destroyed, or that were planned but never executed
- Elements that have been reconstructed

Write the character-defining elements section in point form.

If a resource has more than one heritage value, list the elements relating to each value together or separately.

If a resource has multiple components, you may wish to make separate lists of the elements relating to the resource as a whole and the elements relating to each of the principal components within the resource.



**It is very important to have an accurate Statement of Significance.**

The Statement of Significance:

- Provides the basis for designating the resource, and subsequently appears as part of the listing for the resource on the Alberta and Canadian Registers of Historic Places
- Plays a role in the future management of the resource, since the character-defining elements are regulated by the municipality

# The Next Step

Properly evaluating resources for inclusion on a Municipal Heritage Inventory or Municipal Historic Resource designation is an essential part of any historic resources management plan. Please see the *Managing Historic Places* manual for more information on submitting designated resources to the Alberta Register of Historic Places and properly administering changes to historic places.



## GLOSSARY OF TERMS AND ABBREVIATIONS

**ARHP:**

Alberta Register of Historic Places

**Authentic features or materials:**

Features or materials which accurately reflect the Period of Significance and Significance Criteria of a resource

**Building:**

A house, barn, church, hotel or similar construction created principally to shelter any form of human activity

**Character-defining elements:**

The materials, forms, location, spatial configurations, uses and cultural associations or meanings that contribute to the heritage value of a resource, and which must be retained in order to preserve its heritage value

**Context:**

The historical themes or trends relating to a resource's significance that create a picture of the resource's place in history

**Contributing element:**

A resource within a defined district that contributes to the heritage value of the district

**CRHP:**

Canadian Register of Historic Places

**Cultural practice:**

A community's historically rooted beliefs, customs and practices

**Designation:**

The protection of an historic resource by bylaw or order-in-council under the Alberta *Historical Resources Act*

**District:**

A significant concentration, linkage or continuity of sites, buildings, structures or objects united historically or aesthetically by plan or physical development

**Heritage:**

Built or natural resources with aesthetic, historic, scientific, cultural social or spiritual value for past, present or future generations

**Heritage advisory body:**

A board, council, committee or some such body established by and reporting to a municipality's governing body on matters relating to heritage

**Heritage value:**

The aesthetic, historic, scientific, cultural, social or spiritual importance or significance of a resource for past, present or future generations

**Historic place:**

A structure, building, group of buildings, district, landscape, archaeological site or other place in Canada that has been formally recognized for its heritage value by an appropriate authority within a jurisdiction

**Historic resource:**

Any work of nature or of humans that is primarily of value for its palaeontological, archaeological, prehistoric, historic, cultural, natural, scientific or esthetic interest, including but not limited to a palaeontological, archaeological, prehistoric, historic or natural site, structure or object

**Historical park:**

A park containing a collection of historic resources moved there from a variety of locations

**Historical Resources Act:**

Originally passed into law as the Alberta Heritage Act in 1973, revised as the *Historical Resources Act* in 1980, this is the legislation that, among other things, empowers municipal governments to designate historic resources

**Historical village:**

An historical park intended to resemble an historic community

**History and historic:**

Includes all human and natural history

**Integrity:**

The ability of the resource to convey its significance

**Landscape:**

A distinctive arrangement of buildings, structures and landscape features within a defined area

**Landscape feature:**

A human-made or naturally occurring resource that is not a building or structure but can be identified within a landscape

**Municipal heritage inventory:**

A list of resources that have been evaluated by a municipality and determined to be eligible for municipal designation

**Municipal Historic Resource:**

A resource that has been designated by municipal bylaw, according to the terms set out in Alberta's *Historical Resources Act*

**Municipality:**

A city, town, village, summer village, municipal district, improvement district or special area

**Museum:**

An institution that collects and displays objects

**Object:**

Constructions that are primarily artistic in nature or are relatively small in scale and simply constructed (Although an object may be movable, by nature or design, it is associated with a specific setting or environment.)

**Place:**

see Historic place

**Provincial Historic Resource:**

A resource that has been designated by ministerial order, according to the terms set out in Alberta's *Historical Resources Act*

**Reconstruction:**

The process of recreating the exact form and detail of a vanished resource or major part thereof

**Resource:**

Anything that has the potential to be a "historic resource", as defined by the *Historical Resources Act*

**Significance:**

The meaning attached to a resource; the reason why a resource is important

**Site:**

The location of a significant event, a prehistoric or historic occupation or activity, or a building or structure, whether standing, ruined or vanished, where the location itself possesses historic, cultural or archaeological value regardless of the value of any existing structure

**Structure:**

Functional constructions, usually made for purposes other than creating human shelter

#### IMAGES:

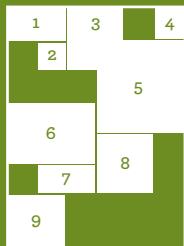
All photographs copyright Government of Alberta unless otherwise noted.

1. Father Lacombe Chapel, St. Albert
2. Father Lacombe Chapel, St. Albert
3. Canadian Imperial Bank of Commerce, Donalda
4. Armstrong Block, Edmonton
5. Notre Dame Convent, Morinville
6. Armstrong Block, Edmonton
7. Battle River Lutheran Church, near Chauvin
8. Tanglewood, Banff © Town of Banff
9. Fort Ethier
10. Verdun School, near New Norway
11. Presentation of the Blessed Virgin Mary  
Ukrainian Catholic Church, near Lamont © Lamont County
12. Woman's Buffalo Jump, near Cayley
13. Canadian Pacific Railway Station, High River
14. McNaught Homestead, near Beaverlodge
15. Magrath Mansion, Edmonton
16. Gleichen Water Tower
17. Frank Slide
18. Dickson Store and Site
19. Head-Smashed-In Buffalo Jump, near Fort Macleod
20. Orange Hall, Edmonton
21. Clark Residence, High River
22. Latter Day Saints Park Avenue Chapel, Raymond
23. Brooks Aqueduct
24. Bank of Montreal Building, Calgary
25. Fort Victoria Clerk's Quarters, Paken
26. Hoyt Tipi Ring Site, near Del Bonita
27. The Village of Lille, Crowsnest Pass
28. Beaver Quarry Archeological Site, near Fort Mackay
29. Alberta Wheat Pool Grain Elevator, St. Albert
30. Northern Alberta Railway Station, Sexsmith
31. Hoodoos, near Drumheller
32. John Snow Residence and Studio, Calgary
33. Russo Greek Orthodox Church of Sts. Peter and Paul (Dickiebush),  
near Willingdon
34. Hoyt Tipi Ring Site, near Del Bonita
35. Searle Grain Company Grain Elevator Site Complex, Rowley
36. St. Annes Ranch, Trochu
37. Presentation of the Blessed Virgin Mary  
Ukrainian Catholic Church, near Lamont © Lamont County
38. Cronquist House, Red Deer © City of Red Deer
39. Nordegg Brazeau Collieries
40. Battalion Numbers, Calgary





COVER IMAGES:



1. Canadian National Railway Station, Vegreville
2. Alberta Wheat Pool Grain Elevator, St. Albert
3. Father Lacombe Chapel, St. Albert
4. Lethbridge CPR Station
5. Gleichen Water Tower
6. Roland Michener House, Lacombe
7. Rumsey Cairn, near Rumsey
8. Rutherford House, Edmonton
9. Calgary City Hall