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GLOSSARY

Alberta Historic Resources Foundation (AHRF)

This foundation was established in 1973 through the *Historical Resources Act* to promote public awareness and enjoyment of Alberta's heritage. It provides financial and technical assistance to individuals and organizations for initiatives that preserve and interpret Alberta's heritage through a variety of grants offered by the *Heritage Preservation Partnership Program*, the *Municipal Heritage Partnership Program* and the *Alberta Main Street Program*. It also provides funding to several provincial heritage organizations.

Alberta Register of Historic Places

An online listing of Provincial Historic Resources and Municipal Historic Resources that have met mandatory documentation standards. For more information visit: www.hermis.alberta.ca/arhp

Character Defining Elements (CDEs)

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

Conservation

All actions or processes that are aimed at safeguarding the *character-defining elements* of a historic place so as to retain its *heritage value* and extend its physical life. This may involve "Preservation," "Rehabilitation," "Restoration," or a combination of these actions or processes.

Heritage Survey

A *heritage survey* contains documentation of a number of sites that are deemed to be historically relevant to a certain area. The survey requires black and white photographic documentation of the *historic resources*, as well as such information as site name, address, lot, block and plan number, date of construction (or an approximation) and initial historical research. The *heritage survey* is kept by both the municipality and the provincial government.

Heritage Inventory

A *heritage inventory* is a document that lists the *historic resources* in a municipality that are eligible, and deemed to fulfill both the criteria for significance and integrity. The sites that appear on the inventory may be selected from the heritage survey, or nominated by a property owner or other interested party.

Heritage Preservation Partnership Program

"This program provides financial assistance to individuals and organizations for initiatives that preserve and interpret Alberta's heritage through conservation, heritage awareness, publications, research grants, and scholarships."

Heritage Value

Heritage value is the aesthetic, historic, scientific, cultural, social or spiritual importance of a *historic resource*. The *heritage value* of a *historic place* is embodied in the *character-defining elements* of materials, forms, location, spatial configurations, uses and cultural associations or meanings. A resource with heritage value has significance to past, present and future generations.

Historic Place

A *historic place* is a structure, building, group of buildings, district, landscape, archaeological site or other place that has been formally recognized for its *heritage value*.

Historic Resource

As defined in the *Historical Resources Act*, *historic resource* means any work of nature or of humans that is primarily of value for its paleontological, archaeological, prehistoric, historic, cultural, natural, scientific or esthetic interest including, but not limited to, a paleontological, archaeological, prehistoric, historic or natural site, structure or object.

Intervention

Any action, other than demolition or destruction, that results in a physical change to an element of a *historic place*.

Maintenance

Maintenance includes routine, cyclical, non-destructive actions necessary to slow the deterioration of a *historic place*. It entails periodic inspection; routine, cyclical, non-destructive cleaning; minor repair and refinishing operations; replacement of damaged or deteriorated materials that are impractical to save.

Minimal Intervention

An approach that allows functional goals to be met with the least physical intervention.

Municipal Heritage Partnership Program (MHPP)

MHPP is a Government of Alberta program that provides guidance and funding assistance to municipalities for identifying, evaluating, and managing local *historic places*.

Municipal Heritage Register

A municipal *heritage register* is a record of *historic places* that have been designated as *municipal historic resources*.

Municipal Historic Resource (MHR)

A *historic resource* that has been designated by the municipality under the *Historic Resources Act*. These sites are protected by a municipal bylaw that does not allow any person to destroy, disturb, alter, restore, or repair the *historic place*, or remove any historic object from it, without the written approval of the council or a person appointed by the council. Owners of MHRs are eligible to apply for provincial funding to assist in the *preservation, rehabilitation or restoration* of their *historic place*.

Preservation

The action or process of protecting, maintaining and/or stabilizing the existing materials, form and integrity of a *historic place*, or of an individual component, while protecting its *heritage value*.

Provincial Historic Resource (PHR)

A *historic resource* that has been designated by the Government of Alberta under the *Historical Resources Act*. These sites are protected under provincial law. Owners of PHRs are able to apply for provincial funding to assist in the *preservation, rehabilitation, or restoration* of their *historic place*.

Registered Historic Resource (RHR)

A *historic resource* that has been recognized by the Government of Alberta under the *Historical Resources Act*. This designation type was discontinued in 2009.

Rehabilitation

The action or process of making possible a continuing or compatible contemporary use for a *historic place*, or of an individual component, through repair, alterations and/or additions, while protecting its *heritage value*.

Restoration

The action or process of accurately revealing, recovering or representing the state of a *historic place*, or of an individual component, as it appeared at a particular period in its history, while protecting its *heritage value*.

Standards and Guidelines for the Conservation of Historic Places in Canada

This publication offers a framework for making essential decisions about effectively conserving a historic place and its character defining elements. The guide provides a standardized approach and outlines recommended and not recommended actions for completion of *preservation, rehabilitation, and restoration interventions*.

Statement of Significance (SoS)

A statement of significance is a brief, concise document detailing why a *historic place* is significant. It includes a photo of the site, a site description, an explanation as to the *heritage value* and a list of the *character-defining elements*.

Viewscapes

A *viewscape* includes vistas, views, aspects, visual axes and sight lines that may (or may not) be framed by vertical features or terminate in a focal point — that are important in defining the overall heritage value of the landscape.

*Several of these definitions were taken directly from the References section of *Standards and Guidelines for the Conservation of Historic Places in Canada*

1. INTRODUCTION

This document is the first Heritage Management Plan for the Village of Holden. It will establish the best practices and steps for the conservation, protection, management and presentation of historic resources in the Village of Holden.

1.1 Why does Holden need a Heritage Management Plan?

The Holden Heritage Resources Committee mission statement summarizes the intention of this plan and the motivation for Holden's heritage program:

"To conserve the historic places, values, and culture of the community of Holden through identification, evaluation, education, engagement, and protection"



Lutheran Church
4916 49 Avenue

1.2 Purpose of the Heritage Management Plan

A Heritage Management Plan guides the stewardship of a community's historic resources. It is a strategic tool that provides direction for heritage planning and conservation practices.

The Heritage Management Plan (HMP) is designed to assist the Village Council and staff, the Holden Heritage Resources Committee, and the public in the protection and management of Holden's heritage in a comprehensive, user-friendly document.

The Holden Heritage Management Plan will address the following:

- the conditions under which a council will designate a site;
- the designation process, applications and development;
- the roles and responsibilities of the owner of the property;
- how the Village of Holden will support heritage conservation;
- overview of the alteration review process including the approval for intervention;
- possible municipal incentive options;
- compensation agreement; and
- other Village policies and bylaws that may impact heritage planning.

The Heritage Management Plan will be a valuable reference ensuring a consistent and comprehensive approach to heritage management in the Village of Holden.

1.3 Goals of the Heritage Management Plan

The goals of the Heritage Management Plan are to:

- Promote public awareness, understanding, and appreciation of historic resources and instill a commitment to their conservation in the Village of Holden.
- Define procedures to identify, conserve, protect, and develop the historic resources of the community through the use of Heritage Surveys, a Heritage Inventory and a Register of Municipal Historic Resources.
- Enable the Village of Holden's historic resources to contribute effectively to the Village's prosperity and quality of life.
- Ensure regular review and maintenance of the Heritage Survey, Inventory, and Municipal Register of Historic Places.

2. MUNICIPAL HERITAGE MANAGEMENT

2.1 Legislative Framework

Municipal governments are responsible for the protection of locally significant historic resources. They are enabled and guided by provincial legislation:

- Municipal Government Act
- Historical Resources Act

Provincial Legislation	Municipal Government Act	Historical Resources Act
Municipal Authority under the Act	<ul style="list-style-type: none">- Control use and development of land through planning documents- Create a Heritage Advisory Body (the Holden Heritage Resources Committee)	<ul style="list-style-type: none">- Designate Municipal Historic Resources- Designate a Municipal Historic Area- Prohibit demolition or destruction of Municipal Historic Resources or Areas- Control alterations or interventions to Municipal Historic Resources
Municipal Legislation under the Act	<ul style="list-style-type: none">- Land Use Bylaw, which includes any designated Municipal Historic Area- Municipal Development Plan- Heritage Resources Committee Bylaw (Appendix C)	<ul style="list-style-type: none">- Municipal Historic Resource Designation Bylaw(s) (Sample in Appendix “Dviii”)

a) Municipal Government Act

The *Municipal Government Act* provides the legislative framework for municipal planning. There are a number of ways the Act may support planning for heritage conservation such as a protective approach to general municipal development plans and, more specifically, through area structure plans and area redevelopment plans.

The *Municipal Government Act* (section 145), enables the creation of heritage advisory bodies, which in Holden is the Heritage Resources Committee.

The *Municipal Government Act* also enables municipalities to provide incentives for restoration of historic places.

b) Historical Resources Act

The *Alberta Historical Resources Act* (HRA) empowers municipalities to legally protect locally significant sites through designation as Municipal Historic Resources. The HRA gives the municipality the power to protect both individual historic resources and historic areas. The designation, in the form of a bylaw, is issued and maintained by the local municipal council. The designating bylaw must be registered on the title of the property.

The following section of the HRA describes part of the process to designate a Municipal Historic Resource:

26(2) A council of a municipality, after giving the owner sixty (60) days' notice, may by bylaw designate any historic resource within the municipality whose preservation it considers to be in the public interest, together with any land in or on which it is located that may be specified in the bylaw, as a Municipal Historic Resource.

For further information, please see the complete *Historical Resources Act* which is available from the Alberta Queen's Printer.

c) Holden Heritage Resources Committee

Village of Holden Council created the Holden Heritage Resources Committee (HRC) under Bylaw No.5-2010 (see Appendix "C"). This committee is a local body comprised of three to five Members-at-Large, one member of Council, and the Chief Administrative Officer (CAO). The committee members are appointed by Council. They are responsible for advising Council on all heritage matters and implementing the Heritage Management Plan.

HRC Values:

- Heritage as a source of community pride
- Holden is about the people
- Community education, engagement, and awareness
- Reputation as a place to see history
- Develop partnerships
- Need to be unique... just be ourselves

HRC Mission:

To conserve the historic places, values, and culture of the community of Holden through identification, evaluation, education, engagement, and protection.

Recycle Depot
4935 47 Avenue



2.2 Municipal Tools for Heritage Management

Holden has numerous historic resources that may be divided into the following categories:

a) Main Street and Commercial Resources

These are significant because they enable us to see how the community grew during different eras and they provide information that other structures may not. The construction dates for businesses and the merchandise they sold reveal how fast the community was growing in relation to events of the era. Key historic resources in this category include John's Snooker Room, Village Garage, Country Kitchen Restaurant, J.D.'s Auto, Leading Edge Kitchen and Baths, the Old Village Office, and the Cenotaph.



John's Snooker Room
4906 50 Street

b) Community Resources

These resources feature places for the people of Holden and area to gather, both religiously and socially. Many were constructed in the first decades of the twentieth century, and were meeting places for groups such as the Ladies Aid and the Freemasons. Key historic resources include the Holden Museum, Holden Lutheran Church, Holden United Church, Descent of the Holy Spirit Ukrainian Catholic Church, and the Beaver Regional Arts Centre.



Holden United Church
4924 50 Avenue

c) Residential Resources

This is currently the smallest of the three groups. These are important because they provide ties to key members of the community, while maintaining a visual of how they lived. Key historic resources in the residential category include the Mumford and Christianson residences.



Christianson Residence
5304 50 Avenue

d) Other

Heritage resources may also include cultural landscapes, streetscapes, and significant views.

The Village of Holden has aligned its evaluation criteria for designation of Municipal Historic Resources with provincial best practices in order to assist with listing on the Alberta and Canadian Registers of Historic Places.

Holden will maintain three listings that are used to identify and catalogue historic resources. Each requires a different level of documentation and research:

- **Heritage Survey** – The Heritage Survey is the first step in identifying potential heritage resources by documenting sites. There are no limitations on which sites may be included.
- **Heritage Inventory** – The Heritage Inventory is the second step where a site from the Heritage Survey, or another site of interest, is further evaluated for its heritage potential by determining eligibility, significance and integrity. Details of the criteria used for this evaluation are found in Section 4, Step #1 and #4.
- **Register of Municipal Historic Resources** – If the site is included on the Heritage Inventory it may then be considered for the final step; designation as a Municipal Historic Resource and listing on the Register of Municipal Historic Resources and the Alberta Register of Historic Places.

2.2.1 Heritage Survey

A Heritage Survey is a comprehensive record and documentation of potential historic places in an area. The provincial guideline indicates that sites eligible for inclusion should be a minimum of forty years old.

In 2010, with partial funding from the province, the Village of Holden commissioned Heritage Collaborative Inc. to complete a Heritage Survey. The survey documented over sixty sites within the boundary of the Village.

The Heritage Survey is a living document that will be maintained as a reference for future management and protection initiatives. It will be updated by the HRC as required: new sites may be added and updates to sites currently included on the Heritage Survey will be recorded.

Black and white photographs as well as information relating to history, date of construction, materials, design features, and names of original and early owners are included on the standard Survey Site Forms. The original forms are retained by the province and copies are issued to the municipality.

The Heritage Survey forms the basis for further heritage research, protection, interpretation, and conservation of local heritage sites.

Alberta SITE FORM		Key H S	
Heritage Survey			
1 Site Name Village Garage			
2 Other Name(s) British Petroleum			
3 Site Type 09.03 Garage			
Legal Description			
4 Lot 40494	5 Block 11	6 Plan 3940W	7 Metes & Bounds
8 Address 4904 50 Street			
9 Street 50		10 Avenue 49	
11 Town Holden		12 County BEAVER	
13 NTS Grid / Letter / Number			
14 UTM Zone 25 Easting 26 Northing 27 Datum 28 Coordinate Determination			
29 Latitude 30 Longitude 31 Datum 32 Coordinate Determination			
Image 1			
33 Negative 10-80065-38			
34 Other			
35 View West			
36 Date July 12, 2010			
37 Source New Age Collaborative			
Visual Description			
Style			
Plan Shape 1 2 1 2			
Storeys 1 1 0 2			
Foundation 1 7 0 2 1 8 0 7			
Superstructure 3 0 1 1			
Superstructure Cover 2 0 1 1 2 4 0 5			
Roof Structure 3 2 0 2			
Roof Cover 3 4 0 9			
Exterior Codes			
1 1 0 1 1 3 0 2 3 1 2 2 3 5 0 3 3 5 0 4 3 6 0 3			
3 7 0 3 3 7 0 5 3 8 0 3 4 3 0 4 4 3 0 5 4 4 0 3			
4 4 0 7 4 5 0 8 4 6 0 3 4 9 0 2 5 0 0 2 5 1 0 2			
5 2 0 3 5 3 0 2 5 4 0 3 5 5 0 2 5 6 0 2 5 7 0 2			
5 8 0 2 6 0 2 5 6 1 0 6 6 2 0 2 6 3 0 2 6 4 0 2			
6 5 0 3 6 6 0 2 6 7 0 2 6 8 0 1 6 9 0 3 7 0 0 8			
38 Exterior One storey commercial structure with an irregular addition clad in white stucco and black trim to the front facade.			
39 Interior			
40 Environment Located on a corner lot on main street.			
41 Condition Good			
42 Alterations			

Village of Holden: Heritage Management Plan

Key		H	S
Description		Date (dd/mm/yyyy)	
Construction	tax assessment	56	57
	front, modern-influenced addition		
Usage	garage	59	60
Owner		62	




Image 2

24 Negative
10-R0065-28

27 Other

34 View
Northeast

35 Date
July 12, 2010

40 Source
Heritage Collaborative



Image 3

24 Negative
10-R0065-27

27 Other

34 View
Southeast

35 Date
July 12, 2010

40 Source
Heritage Collaborative

Text Fields

Architect

Builder

Craftsman

Story: Owned by Joe Chamberlain. Was a British Petroleum house station / gas station.

Sources: Personal Communication.

Status: Residential Use

Form Completed By: Heritage Collaborative Inc.

Office Use

29 Priority

30 Borden Number

31 Geo Code

32 Register

Sample Survey Form - Holden Village Garage

Please see the Municipal Heritage Partnership Program manual titled *Identifying Historic Places* for additional information.

2.2.2 Heritage Inventory

Evaluating a resource and determining if it possesses eligibility, significance and integrity is the first step in determining if the resource should be placed on the Municipal Heritage Inventory and if protection as a Municipal Historic Resource is appropriate. Evaluation is the basis for and a required step in municipal designation.

A Heritage Inventory may include various forms of heritage resources, such as buildings, structures, heritage areas, neighbourhoods, cultural landscapes, and other types of historic places.

Holden's Heritage Inventory was completed by Heritage Collaborative Inc. in July 2011. Twenty-four sites from the Heritage Survey were evaluated for inclusion on the Inventory.

Resources listed on the Heritage Inventory have been evaluated for eligibility. They also meet the criteria for Significance and Integrity. These guidelines are explained in detail in Section 4, Step #1 and Step #4.

Heritage Inventory Evaluation Tools include:


a) Historical Context Paper

The Context Paper establishes a framework for evaluating the significance of the heritage resources. It provides an overview of the major historical and cultural themes and events associated with the Village of Holden and acts as a reference point for the review and evaluation of the community's heritage resources. The 2011 first draft of Holden's Context Paper is attached in Appendix "A".

b) Heritage Evaluation Forms

Heritage Evaluation Forms are completed in reference to the site and its context. The Municipal Heritage Survey Review Form (MHSRF) documents the Heritage Resources Committee's view on the significance and integrity of the resource.

Sample Municipal Heritage Survey Review Form
Holden Village Garage

Village of Holden Heritage Inventory	
4904 50 th Street	
Village Garage	
Description	 <p>One-storey commercial building with a front-facing gable roof, white-washed siding, and a large, irregular addition with a flat roof, parapet and stucco finish on the front facade.</p>
Significance Criteria	A: Theme – Continuing commercial development in Holden C: Design – Moderne influenced E: Landmark
Context	Located on Main Street, in the village of Holden. The garage with the gable roof was constructed in 1926, and the Moderne-influenced front of the building added in 1941.
Period of Significance (POS)	1941 – 1949
Character Defining Elements (CDEs)	<ul style="list-style-type: none"> The front-facing gable roof with exposed rafters beneath the eaves The shiplap siding with corner boards The windows with multiple panes and plain, flat wood surrounds The original wood double garage doors at the rear of the building The concrete foundation The front addition with an irregular footprint The smooth stucco finish on the addition The rectangular parapet on the addition The wood doors with three panels and a glass window The pattern, style and construction of all original window and door openings
Integrity Criteria:	The overall integrity of this building is satisfactory.
1. Location	The location of the building has not changed.
2. Design	The design of the building has not been significantly altered.
3. Environment	The environment, or surroundings, has not changed significantly over the years.
4. Materials	The authentic materials of the building have not changed.
5. Workmanship	The workmanship of the building is authentic.
6. Feeling	The feeling of the building and site has not changed.
7. Association	The associations of the building have not changed.
Heritage Collaborative Inc. January 2011	


Village of Holden: Heritage Management Plan

c) Draft Statements of Significance

All sites on the Heritage Inventory must have a draft Statement of Significance (SOS). Each one will be supported by background research and will consist of three major sections:

- Description of the heritage resource
- Description of the heritage values of the resource
- Identification of the character defining elements.

A Statement of Significance remains a *draft* until the site is designated as a Municipal Historic Resource through the passing of a bylaw.

<p style="text-align: center;"><i>Village of Holden Heritage Inventory - DRAFT</i></p> <p>4904 50th Street Village Garage</p>  <p>Description of the Historic Place</p> <p>The 1926/1941 Village Garage is a one-storey commercial building with the 1926 portion having a front-facing gable roof, whitewashed shiplap siding, and the 1941 part is a large, irregular addition with a flat roof, parapet and stucco finish on the front façade. It is located on a corner lot on Main Street (50th Street) in the village of Holden.</p> <p>Heritage Value</p> <p>The Village Garage is significant for its association with continuing commercial development in Holden, for its Moderne style influences, and its association as a landmark in the Village of Holden.</p> <p>The Village Garage is valued for its association with continuing commercial development in Holden. The older back portion of the Village Garage was constructed in 1926. In 1941, the building was modernized with a Moderne style influenced addition to keep the building's appearance up-to-date. At the time, the building was a car dealership and the addition helped to visually communicate the building's function through its design while providing space to display new cars.</p> <p>I'm not sure how to work this section- we would need the book to know more about the community when the garage first opened to relate it to the community then. The other notes I had was how did the building impact/influence the commercial development in the village.</p> <p>The Village Garage has a long history of service in the community from serving as a garage and a service station, as well as a village building housing fire engines, ambulances and the public works office.</p> <p>The Village Garage is important for its Moderne influenced design. Moderne style was particularly popular after the Second World War, and emphasized a simplification and streamlining of design, new building materials, and the elimination of ornament. Moderne design influences are often found on gas stations and car dealerships because the 'futuristic' appearance reflected the modern functions of the business within. The vernacular, gable roofed Village Garage was constructed in 1926 but the new Moderne</p> <p><i>Heritage Collaborative Inc. January 2011</i></p>	<p style="text-align: center;"><i>Village of Holden Heritage Inventory - DRAFT</i></p> <p>influenced front addition added in 1941 was used primarily to display new cars. Moderne style influences are incorporated into the Village Garage through elements such as the smooth stucco finish, the irregular footprint and the rectangular parapet of the front addition.</p> <p>The Village Garage is valued for its association as a landmark in the Village of Holden. The prominent location of the garage on a corner of 50th Street, large size of the building and the fact that it has always resided on this property has made it a landmark for the community.</p> <p>Character Defining Elements</p> <p>The character defining elements as expressed in the form, massing, and materials of the 1926/1941 one-storey commercial structure include:</p> <ul style="list-style-type: none">• The front-facing gable roof with exposed rafters beneath the eaves• The shiplap siding with corner boards• The windows with multiple panes and plain, flat wood surrounds• The original wood double garage doors at the rear of the building• The concrete foundation• The front addition with an irregular footprint• The smooth stucco finish on the addition• The rectangular parapet on the addition• The wood doors with three panels and a glass window• The pattern, style and construction of all original window and door openings• The corner lot on 50th street <p><i>Heritage Collaborative Inc. January 2011</i></p>
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Sample Statement of Significance

Holden Village Garage

The Village of Holden Heritage Inventory will be reviewed annually by the Heritage Resources Committee. The review will include the addition of new sites and any new important information that may be discovered concerning sites already listed.

Please see the Municipal Heritage Partnership Program manual titled *Evaluating Historic Places* for additional information.

2.2.3 Register of Municipal Historic Resources

Municipal Historic Resources (MHRs) are resources that have been designated by municipal bylaw. MHRs may be nominated to both the Alberta Register of Historic Resources and the Canadian Register of Historic Places. The Province is responsible for listing a MHR on the Canadian Register of Historic Places.

Sites designated as MHRs are protected through a Village bylaw from demolition and from unsympathetic alteration.

The Holden Register of Municipal Historic Resources includes the Statements of Significance and all other required historical documentation (See Appendix “D” for the designation documents/applications).

The register is filed in a binder at the Village office and also published on the Village website.

The Holden Register of Municipal Historic Resources will be updated as required by the Heritage Resources Committee. When Council designates a site, it will be added to the Register.



J.D.'s Auto
4806 50 Street

3. SUPPORTING HERITAGE ORGANIZATIONS & INITIATIVES

Holden's desire to protect its locally significant historic resources is shared by other levels of government. National and provincial heritage initiatives are available to provide the local body with support in the process of municipal historic resource management.

3.1 Provincial

3.1.1 Municipal Heritage Partnership Program

The Government of Alberta created the Municipal Heritage Partnership Program (MHPP). It is designed to help municipalities become stewards of their own unique heritage and to be the guiding force for protection of what is historically important to the community. The MHPP provides support and expertise to municipalities in identifying, evaluating, and managing their historic resources. It offers flexible cost-sharing opportunities to support Heritage Surveys, Inventories and Management Plans.

3.1.2 Historic Places Research and Designation Program

Alberta Culture administers the province's Historic Places Research and Designation Program. This program is responsible for:

- identifying, evaluating, and designating Provincial Historic Resources,
- maintenance of the Alberta Register of Historic Places, a listing of all sites designated under Alberta's *Historical Resources Act*, and
- submission of eligible sites for listing on the Canadian Register of Historic Places.

The *Historical Resources Act* empowers the Minister of Culture and Community Spirit to designate any site as a Provincial Historic Resource, if its conservation is in the public interest.

Designation serves to recognize the significance of historic places and provide them with the protection necessary to ensure their conservation. It also enables site owners to apply for grants from the Alberta Historical Resources Foundation for conservation work.

3.1.3 Alberta Register of Historic Places

This register is a listing of all historic places in Alberta designated under the province's *Historical Resources Act*. These historic places may be designated as Municipal Historic Resources, Registered Historic Resources, or Provincial Historic Resources.

The register is administered through Alberta's Historic Places Designation Program. It has a searchable database containing information about recognized historic places of local and provincial significance.

3.1.4 Alberta Historical Resources Foundation

The Alberta Historical Resources Foundation (AHRF) was established in 1973 to promote public awareness and enjoyment of Alberta's heritage. It provides financial and technical assistance for initiatives that preserve and interpret Alberta's heritage through a variety of grants. These grants are offered under the *Heritage Preservation Partnership Program*, the *Municipal Heritage Partnership Program* and the *Alberta Main Street Program*. The foundation also provides funding to several provincial heritage organizations.

Owners of designated Municipal Historic Resources are eligible for cost-sharing grants from the Alberta Historical Resources Foundation. Under the Heritage Preservation Partnership Program, Municipal Historic Resource owners may receive up to \$50,000 annually in provincial funding. Owners of Provincial Historic Resources are also eligible to apply for funding (up to \$100,000).

To qualify for funding, the site must be designated as a Municipal Historic Resource **and** be listed on the Alberta Register of Historic Places. The site owner must also have written approval from the Village of Holden for any alterations or repairs to the historic resource. Authorized changes should be in accordance with the Statement of Significance and the *Standards and Guidelines for the Conservation of Historic Places in Canada*. A provincial Heritage Conservation Advisor will review proposed work to ensure that it is eligible for provincial funding.

For further information, about funding and the application process, visit the website of the Alberta Historical Resources Foundation at www.culture.alberta.ca/ahrf.

3.2 Federal

3.2.1 Historic Places Initiative (HPI)

The provinces and territories of Canada, in collaboration with the federal government, created the Historic Places Initiative (HPI) to identify and recognize Canada's historic places. The HPI legacy includes tools to assist in the identification and protection of historic places. These tools are:

a) Canadian Register of Historic Places

A searchable database of historic places formally recognized by local, provincial and territorial governments, and the Government of Canada.

b) Standards and Guidelines for the Conservation of Historic Places in Canada

This document guides interventions on designated Municipal Historic Resources (MHRs), and all other formally recognized historic places. It promotes a balance between conservation and the functional requirements of the site, ensuring that the historic resources continue as a useful resource within a community. The intent of the *Standards and Guidelines for the Conservation of Historic Places in Canada* is to provide a set of common reference standards to guide preservation, rehabilitation, and restoration of historic places.

3.2.2 Historic Sites and Monuments Board of Canada

The mandate of the Historic Sites and Monuments Board of Canada is to advise the Government of Canada, through the Minister of the Environment, on the commemoration of nationally significant aspects of Canada's history.

Following a thorough evaluation process and recommendation by the Board, the Minister declares the site, event or person of national historic significance.

In addition to handling designations of national significance, the Board provides advice on the following laws and programs:

- [Heritage Railway Stations Protection Act](#)
- [Grave Sites of Canadian Prime Ministers Program](#)
- [Heritage Lighthouses of Canada Program](#)

To find out more about national heritage programs visit <http://www.pc.gc.ca/eng/clmhc-hsmbc/index.aspx>

4. MUNICIPAL HISTORIC RESOURCE DESIGNATION PROCESS

A number of participants and partners will play an active role in the designation of a site as a Municipal Historic Resource (MHR). These include:

- Property owner
- Holden Heritage Resources Committee (HRC)
- Village of Holden Council
- Village administration

The process of designation may be initiated by a property owner, the HRC, or another interested party. It is voluntary, and privately-owned properties will not be designated without the owner's consent.



Ukrainian Catholic Church
5220 50 Avenue

4.1 Diagram and Timeline

The steps in the designation process are outlined in this section, beginning with a diagram of the order and timeline for the various stages.

4.2 Steps to Designation of a Municipal Historic Resource

Step 1 Apply to be listed on the Holden Heritage Inventory

The evaluation of a site is formally initiated with the Holden Heritage Inventory Application Form (Appendix “Di”).

The twenty-four sites included in the 2011 Holden Heritage Inventory may skip this section and begin the process at Step 6.

Sites that are listed on the Holden Heritage Survey may be eligible for placement on the Heritage Inventory, but will still require the owner, another interested party, or the Heritage Resources Committee to complete the application.

A resource may be evaluated for inclusion on the inventory without first being included in the survey.

Eligibility for listing on the Holden Heritage Inventory is determined under the provincial guidelines. These guidelines identify several types of resources that are not eligible for designation.

The province describes these in two categories, Type 1 and Type 2:

Type 1 Resources - not eligible for municipal designation	
	Buildings, structures or objects outside of the Village of Holden’s jurisdiction
	Buildings, structures or objects outside of Alberta’s jurisdiction
	Buildings, structures or objects that are situated in an historical park or village
	Small moveable objects
	Reconstructions
	Human remains

Type 2 Resources - not ordinarily eligible for municipal designation (there may be exceptions)	
	Cemeteries
	Birthplaces or graves
	Resources that have been moved
	Resources primarily commemorative in nature
	Resources that have achieved significance in the last fifty (50) years

Please see the Municipal Heritage Partnership Program manual titled *Evaluating Historic Places* for additional information.

Step 2 a) Chief Administrative Officer Pre-Review

The application for the Heritage Inventory and supporting documentation is received and pre-reviewed for completeness by the Chief Administrative Officer.

b) Decision

Yes - Complete applications are forwarded to the Heritage Resources Committee.

No - Incomplete applications are returned to the applicant for changes and resubmission.

Step 3 a) Heritage Resources Committee Review

The Heritage Resources Committee reviews the application and verifies that the site is eligible and not an exclusion and/or exception (See Exclusions in Step 1).

b) Decision

The Heritage Resources Committee responds to the application by:

- Notifying the applicant in writing if it finds the site is ineligible and halting the process
- Requesting or seeking additional documentation or historical information if needed, and/or
- Passing the application on to Step 4.

Step 4 a) Heritage Resources Committee Evaluation

The Heritage Resources Committee evaluates the site by using the Municipal Heritage Survey Review Form (MHSRF, Appendix "Dii"), applying the criteria for Significance and Integrity as follows:

Significance: The Significance of a potential historic resource is evaluated by considering the five criteria listed below, along with consideration for how the resource factors into the information contained in the Village of Holden Context Paper. The site must demonstrate significance in at least one criterion.

- (i) Theme/Activity/Event:** Resources directly associated with themes, activities or events that have made a significant contribution to the broad patterns of Holden's history. To meet the above criteria the resource must satisfy one of the following conditions:
- The resource is directly associated with a theme of significance to municipal history.
 - The resource is directly associated with an activity found within a municipality or in any portion thereof.
 - The resource is directly associated with an event of significance to municipal history.

- (ii) Institution/Person:** To merit municipal designation because of significance for its association with an institution or person, a resource must satisfy one or more of the following conditions:
- The resource is directly or closely associated with an institution that had municipal impact.
 - The resource is directly or closely associated with a person who had municipal impact.
 - The resource is directly associated with a person who had local impact.
 - The resource is associated with an institution that had local impact.
- (iii) Design/Style/Construction:** To merit municipal designation because of significance for its style or type or method of construction a resource must satisfy one of the following conditions:
- The resource is an excellent example of a style or type or method of construction common within the municipality or area.
 - The resource is a very good example of a style or type or method of construction that is uncommon within the municipality or area.
 - The resource is the only, or the first, or the last, or representative of a significant phase in the development of a style or type or method of construction within the municipality or area.
 - The resource is an excellent or very good example of the work of a master within the municipality or area.
- (iv) Information Potential:** To merit municipal designation because of significance for its potential to yield information, a resource must satisfy one or more of the following conditions:
- The resource can provide important information about a particular theme, event, institution or person.
 - The resource can provide important information about a particular type of building, structure or object.
 - The resource can provide an opportunity to test hypotheses, corroborate or amplify currently available information or reconstruct the sequence of cultures.

(v) Landmark/Symbolic Value: To merit municipal designation because of significance for its landmark/symbolic value a resource must satisfy one or more of the following conditions:

- The resource is particularly prominent or conspicuous and contributes to the distinctive character of the municipality or area.
- The resource has acquired special visual, sentimental or symbolic value that transcends its function or physical characteristics within the municipality or area.

Integrity: Once a site has been deemed significant, the resource is evaluated using the criteria for integrity. The integrity of a potential historic resource is evaluated by considering the seven criteria below.

(i) Location: Location is the place where an historic resource was constructed or the site where an historic activity or event occurred. Except in rare cases, relocation destroys the relationship between a resource and its historical associations.

(ii) Design: Combination of elements that create the form, plan, space, structure and style of a resource. These elements include:

- structural system
- form and massing
- arrangement of spaces
- pattern of fenestration
- surface textures and colours
- type, amount and style of detailing
- arrangement and type of plantings in a landscape

(iii) Environment: The Physical setting of a historic resource including its relationship to surrounding features and open spaces. Contributing features include:

- topographic features
- vegetation
- simple manmade features (paths or fences)
- relationships between resources and other features or open space
- character of street, neighbourhood or area

(iv) Materials: Physical elements that were combined or deposited during a particular time frame and in a particular pattern or configuration to form a historic resource. Integrity is compromised if a resource does not retain the key materials dating from its period of historical significance.

- (v) **Workmanship:** The physical evidence of the crafts of a particular culture or people during any given period in history, typified by technological practices and aesthetic principles:
- plain or ornamental
 - basic or sophisticated
 - based on tradition or innovative techniques
 - seen in all or individual parts of a resource
- (vi) **Feeling:** The continued ability to convey the aesthetic or historic sense of a particular period of time. Feeling results from the presence of physical features that, taken together, express the resource's historic character.
- (vii) **Association:** Association is the direct link between a historic resource and a significant historical theme(s), activity(s) or event(s); or an institution(s) or person(s). 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.

b) Decision

No - If the site is not deemed significant or does not retain its integrity the Heritage Resources Committee sends a letter to the applicant explaining that the site will not continue in the process.

Yes - If the site is deemed significant and retains its integrity as a historic place, then the application proceeds to Step 5.

Step 5 Draft Statement of Significance

The Heritage Resources Committee will be responsible for having a Draft Statement of Significance created (see SoS Sample in Appendix "Diii").

When the Draft Statement of Significance is complete, the site is listed on the Village of Holden Heritage Inventory. The Heritage Resources Committee notifies Council of the addition and a copy of the Statement of Significance is sent to the owner. The consent of the owner is not required for a site to be placed on the Heritage Inventory.

Sites listed on the Heritage Inventory are flagged in the Village of Holden land files. This provides an opportunity for Village administration to notify/remind the owner(s) of the site of its potential as a Municipal Historic Resource when receiving future applications for development permits.

Sites listed on the Heritage Inventory are not restricted or protected in any way. Sites are automatically ready to begin the designation process at the request of the owner.

Step 6 Application for Designation

The owner of a site listed on the Heritage Inventory applies for designation of their property as a Municipal Historic Resource. By signing the application form, the owner provides written confirmation of their desire to proceed with the designation process. (Holden Municipal Historic Resource Application, Appendix "Div")

Step 7 Statement of Integrity

The Heritage Resources Committee will be responsible for having a Statement of Integrity prepared (see Sol Sample in Appendix "Dv").

The Statement of Integrity is a re-assessment of the integrity of the historical resource, as there may be a time lapse between the date of listing on the inventory and the application for designation. See Step 4a for detailed descriptions of seven criteria considered.

Step 8 a) Heritage Resources Committee Review

The designation application, Statement of Integrity, and Draft Statement of Significance are all reviewed by the Heritage Resources Committee.

b) Decision

No - The Heritage Resources Committee rejects the application if they find that the site has been significantly altered since the initial listing on the Heritage Inventory (the integrity of the site has been altered to such an extent that the site can no longer communicate its significance).

Yes - The Heritage Resources Committee approves the application. The Draft Statement of Significance must be finalized at this stage by the committee, in consultation with the provincial Municipal Heritage Partnership Program (to ensure it is eligible for listing on the Alberta Register of Historic Places).

Step 9 Heritage Resources Committee Recommendation to Council

The Heritage Resources Committee informs Council in writing that:

- The site meets the evaluation requirements and is eligible for designation
- The owner has consented to proceed with designation
- The site is recommended to council for designation "in principle"

Council may express any concerns or provide further input at this point.

Step 10 Property Owner Meets with Conservation Officer

If conservation funding through the Alberta Historical Resources Foundation is being considered, the property owner reviews their proposed conservation plans with the Provincial Heritage Conservation Advisor. Following this review a draft funding application may be prepared, which will be submitted after designation of the resource is complete and it has been added to the Alberta Register of Historic Places (see Step 19).

Only those sites that qualify for listing on the Alberta Register of Historic Places will be eligible to apply for conservation funding from the Alberta Historical Resources Foundation.

Step 11 Compensation Agreement

The property owner enters into a Compensation Agreement with the Village of Holden. A sample Compensation Agreement, is found in Appendix “Dvi”.

Step 12 Heritage Resources Committee Recommends Notice of Intention to Designate

The Heritage Resources Committee recommends, in writing, that Council issue a Notice of Intention to designate (NOI).

Council reviews the recommendation and makes the decision to approve and proceed with designation, to defer, or to deny the recommendation.

Step 13 Council Issues Notice of Intention to Designate

If approved by Council, the Notice of Intention is prepared by the Heritage Resources Committee and sent via registered mail to the owner (Notice of Intention to Designate, Appendix “Dvii”).

This notification will include a package of additional information such as a letter of explanation, the Statement of Significance, and information concerning the benefits of designation.

The Notice of Intention is active for 120 days from the receipt of the notice by the owner. The Village of Holden cannot legally designate the site as a Municipal Historic Resource until a 60-day waiting period has passed. The 60-day waiting period is provided to register any objections to designation.

Step 14 Advertise Notice of Intention

Council advertises the Notice of Intention to designate to the community through newspaper ad, poster, website, and any other appropriate means. The Heritage Resources Committee will review all comments and objections and report them to Council. During this time if the property owner objects, the process is ended.

Step 15 Submit Designation Bylaw

The CAO drafts and submits a bylaw to Village Council with a recommendation from the Heritage Resources Committee that Council designate the site. (Bylaw Sample, Appendix "Dviii")

Step 16 Enact Designation Bylaw

Council reviews and passes the designation bylaw.

- The sixty (60) day waiting period must pass before the bylaw can be passed.
- Council has one hundred twenty (120) days after the Notice of Intention to Designate has been received by the owner to pass final reading of the designation bylaw.

Step 17 Register Designation Bylaw on Property Title

Once the bylaw is passed, Village Administration registers the designation on the title of the property with Alberta Land Titles, and sends a written notice to the property owner.

The costs associated with registering the designation on the property title are paid by the Village of Holden.

The site is listed on the Village of Holden Register of Municipal Historic Resources.

Step 18 Nomination for Alberta Register of Historic Places

The site is nominated by the Heritage Resources Committee for inclusion on the Alberta Register of Historic Places as a Municipal Historic Resource. This step is completed electronically on the Alberta Culture website at

<http://www.culture.alberta.ca/heritage/resourcemanagement/historicplacesstewardship/designation/provincial.aspx>

Step 19 Apply for Conservation Funding

Once listed on the Alberta Register of Historic Places, the property owner is eligible to submit an application to the province for Historic Resource Conservation funding through the Heritage Preservation Partnership Program of the Alberta Historical Resources Foundation.

For further information on funding, see Section 3, contact the Historical Resources Foundation, or see the Foundation's website (Appendix "B").

Holden Museum
4928 50 Avenue



5. FUTURE OF MUNICIPAL HISTORIC RESOURCES

5.1 Living History

Municipal Historic Resources (MHRs) are pieces of living history that tell the story of a community. Owners of MHRs need to be aware of the implications of designation and what it means for the future of their property.

Designation means....

- **Legal Protection:** Historic places designated in Alberta through a bylaw of a municipal council are legally protected as Municipal Historic Resources. Unauthorized alterations cannot be made to protected resources.
- **Formal Recognition:** A designated property has been deemed a significant part of the local and/or provincial history. A community and an individual property owner may take pride in preserving a portion of our heritage.
- **Registration of Status:** Municipal Historic Resource designation bylaws are listed on the Land Title. The designation remains, even if ownership changes.
- **Retaining Control:** Designated places remain under the care and control of the owner. Owners are not required to allow public access, unless they choose to participate in a heritage program (such as “Doors Open Edmonton”).
- **Restoration Options:** Designation protects a resource from changes that would eliminate its historic significance; but it does not compel owners to restore a historic resource to its original appearance. Municipal Historic Resources are meant to be used in a modern context in any way that does not have a negative impact on the site’s significance and integrity. MHRs do not need to be “frozen in time”.

5.2 Approval for Intervention to a Municipal Historic Resource

Municipal governments are responsible for safeguarding the heritage values of designated properties. Section 26(6) of Alberta’s Historical Resources Act requires that “no person shall destroy, disturb, alter, restore, or repair an historic resource that has been designated... without the written approval of the council or a person appointed by the council for the purpose.”

Conservation projects, additions, or alterations that affect the Character-Defining Elements (CDEs) will be reviewed by the Heritage Resources Committee in consultation with a provincial heritage advisor. The goal will always be to work with the property owner to ensure that the significance and integrity of the site are maintained, while adapting or repairing the structure.

Alterations that do not directly affect the CDEs will have a more flexible review process. The building is intended to be usable and adjusted to its modern setting, therefore upgrades are necessary, and permitted, to accommodate changing times.

5.3 Process for Approving Alterations:

- **Application:** The owner of a Municipal Historic Resource will apply to the Village of Holden for permission to make any changes that affect the property in general or the Character Defining Elements in particular, using the form “Application for Approval for Intervention to a Municipal Historic Resource”, found in Appendix “E”.
- **Review:** The Heritage Resources Committee will review the application and assess the proposed project. A heritage consultant may be involved and could discuss details of the project with the property owner. The committee will use the *Standards and Guidelines for the Conservation of Historic Places in Canada* in their review. Recommendations will be sent to Village Council for approval.
- **Decision:** Village Council will make the final decision regarding proposed alterations or repairs to a Municipal Historic Resource. The owner will be notified in writing.
- **Document:** The alteration approvals are kept on file for future reference and to document the building’s history of approved changes.

5.4 Unapproved Alterations

Section 52 of the Historical Resources Act identifies penalties of up to \$50,000.00 or one year in jail for contravention of the Act, which includes carrying out alterations to a designated property without approval.

Unapproved alterations that seriously impact the Character Defining Elements of a Municipal Historic Resource will:

- Eliminate access to provincial funding
- Force the municipal council to re-consider the designated status of the property

5.5 Property Owner’s Role

Property owners should refer to the *Historic Resources Act* and the *Standards and Guidelines for the Conservation of Historic Places* when considering alterations to their property, especially any that may impact the character defining elements. The Standards and Guidelines provide a framework for reviewing interventions from the perspective of the three approaches: preservation, rehabilitation and restoration.

The Standards and Guidelines also provide information about maintenance of historic buildings and building materials. Regular attention and upkeep are critical to achieving the end goal of designation; viability of a historic place now and into the future. Heritage programs and departments may also assist property owners with advice for on-going or specialized care.

6. CONCLUSION AND REVIEW

The Village of Holden Heritage Management Plan was developed in 2012 by Heritage Collaborative Inc. in collaboration with the Village of Holden Council, Holden Heritage Resources Committee (HRC), Municipal Heritage Partnership Program (MHPP) and community stakeholders. Funding for this initiative was received from the Alberta Historical Resources Foundation (AHRF).

The MHPP estimates that a Heritage Management Plan has a life span of five to seven years. A yearly review of the plan by the HRC is recommended. The review will include:

- Any possible new situations to be addressed
- Revisions needed in the process or forms
- Changes in Provincial Legislation
- A discussion regarding the state of Holden's
 - Heritage Survey
 - Heritage Inventory and
 - Register of Municipal Historic Resources

Monitoring and evaluation will improve the function and relevance of the Heritage Management Plan.

APPENDICES

