



# DESIGNATION BYLAW FORM

## MUNICIPALITY OF CROWSNEST PASS HERITAGE MANAGEMENT PLAN

NAME OF HERITAGE RESOURCE:

BYLAW NO.:

FILE NO.:

**A BYLAW OF THE MUNICIPALITY OF CROWSNEST PASS IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF DESIGNATING:**

**AS A MUNICIPAL HISTORIC RESOURCE.**

**WHEREAS**, the Historical Resources Act, R.S.A. 2000, c. H-9, as amended, permits the Municipal Council of a municipality to designate any heritage resource within a municipality whose preservation it considers to be in the public interest as a Municipal Historic Resource, upon giving notice to the Owner of the Resource in accordance with the Historical Resources Act;

**WHEREAS** it is deemed in the public interest to designate the Heritage Resource located in the Municipality of Crowsnest Pass on as a Municipal Historic Resource; and

**WHEREAS** the Owners of \_\_\_\_\_ of the Municipality of Crowsnest Pass have agreed to waive compensation for the designation of \_\_\_\_\_ of the Municipality of Crowsnest Pass as a Municipal Historic Resource, now and in the future.

**NOW THEREFORE BE IT RESOLVED** that the council of the Municipality of Crowsnest Pass, in the Province of Alberta, having complied with the Historical Resources Act, and duly assembled, hereby enacts as follows:

**1. HERITAGE RESOURCE DESIGNATED AS A MUNICIPAL HISTORIC RESOURCE**

The Heritage Resource, commonly known as \_\_\_\_\_ of the Municipality of Crowsnest Pass, is hereby designated as a Municipal Heritage Resource, specifically described in Schedule "A", which is located on the lands legally described as follows:

Excepting thereout:

Excepting thereout all mines and minerals subject to the condition that the same shall be used for historic resource purposes only.



# DESIGNATION BYLAW FORM

## MUNICIPALITY OF CROWSNEST PASS HERITAGE MANAGEMENT PLAN

### 2. PERMITTED REPAIRS AND ALTERATIONS

Subject to Section 3 hereof, the Heritage Resource hereby designated in Section 1 as a Municipal Historic Resource shall not be removed, destroyed, disturbed, altered, rehabilitated, repaired or otherwise permanently affected, other than in accordance with the terms of Schedule “B” attached.

### 3. ADMINISTRATOR

Council may delegate authority to the Municipal Development Officer to administer the implementation of any matters arising from the matters set out in Schedule “B”.

Received First, Second and Third Reading this	day of	, 20	.
Chief Administrative Officer:		Mayor:	



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### SCHEDULE "A"

This statement of Significance forms Schedule "A" to Bylaw \_\_\_\_\_ and provides a Description of the Historic Place, explains the Heritage Value of the building and identifies, by written description and photographs, those Character Defining Elements of the \_\_\_\_\_ of the Municipality of Crowsnest Pass which are regulated by the "General Guidelines for Conservation" (Schedule "B") and must be preserved (the "Regulated Character Defining Elements").

### STATEMENT OF SIGNIFICANCE

NAME OF HERITAGE RESOURCE:

LOCATION:

OTHER NAMES:

### DESCRIPTION OF HISTORIC PLACE



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### HERITAGE VALUE



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### CHARACTER DEFINING ELEMENTS

Exterior Elements:

Interior Elements (if applicable):



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### PHOTOGRAPHIC DETAIL

If you are unable to drag and drop photos onto this page, right click your mouse where you want to place the image and select 'Add Image...'. From there you will have the option to move, resize and reposition the photograph.

Exterior:



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### PHOTOGRAPHIC DETAIL

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Interior (if applicable):



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NAME OF HERITAGE RESOURCE:

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### SCHEDULE “B”

This is Schedule “B” to Bylaw \_\_\_\_\_ and identifies the “General Guidelines for Conservation” for \_\_\_\_\_ of the Municipality of Crowsnest Pass located on \_\_\_\_\_

#### GENERAL GUIDELINES FOR CONSERVATION

##### 1. APPROVAL OF DEVELOPMENT OR ALTERATIONS

As per Section 26(6) of the Alberta Historical Resources Act, notwithstanding any other Act, no person shall destroy, disturb, alter, restore or repair a Historic Resource or remove any historic object from a Historic Resource that has been designated under this Section, without the written approval from Council or person appointed by Council of that purpose.

Council may delegate approving authority to the Municipal Development Officer for this purpose. Any development or alterations affecting the \_\_\_\_\_ of the Municipality of Crowsnest Pass shall respect and conserve the heritage value and character defining elements identified in the Statement of Significance, in accordance with these General Guidelines for Conservation and as recommended in the Standards and Guidelines for the Conservation of Historic Places.

##### 2. COMPATIBLE USES

Wherever possible, the use of the Municipal Historic Resource shall be compatible with the existing building such that only minimal changes are required to the building. The use of the Municipal Historic Resource for its original purpose is desirable.

##### 3. ORIGINAL CHARACTER

The original distinctive qualities and character of the building as designated by the Municipal Historic Resource Bylaw should be preserved. The removal or alteration of any historical materials or features shall be avoided whenever possible.

##### 4. THE HISTORIC PERIOD

The Municipal Historic Resource should be recognized as a product of its own time. Alterations which are not based on historical fact or which recreate an earlier or later idiom shall be discouraged.





# DESIGNATION BYLAW FORM

## MUNICIPALITY OF CROWSNEST PASS HERITAGE MANAGEMENT PLAN

### 5. WITNESS TO CHANGE

Changes to the Municipal Historic Resource may have occurred over time. These alterations are evidence of the history and development of the building. Because this evolution may have acquired significance in its own right, alterations to the original building should be recognized and respected where indicated.

### 6. REPAIR AND REPLACEMENT

Deteriorated architectural features shall be repaired rather than replaced wherever possible. Where replacement is necessary, the new material should match the original as to composition, colour, texture, design, etc. The repair or replacement of architectural features shall be based on a sound knowledge of the original characteristics of the features. Such knowledge shall be based on historical or pictorial evidence and not upon conjecture.

### 7. STYLE AND CRAFTSMANSHIP

Distinctive stylistic features and examples of skilled craftsmanship that have been designated by the Municipal Historic Resource Bylaw shall be preserved and treated sensitively.

### 8. CLEANING

In all cases, surface cleaning shall be undertaken with the gentlest means available. Sandblasting in particular, but also other cleaning methods, damage historic integrity and should not be undertaken without thorough testing prior to use on a building. Sandblasting is not recommended on brick, stone or wood. In all instances, it should be ascertained that a building exterior is really in need of cleaning prior to undertaking the work.

### 9. REVERSIBILITY OF IMPROVEMENTS

When the introduction of new elements or materials is necessary to stabilize or preserve a municipally designed Historic Resource, alterations shall be undertaken such that the new materials, should they fail, may be removed at a later date without damage to the original fabric of the Municipal Historic Resource. Where this is not possible (i.e. use of epoxy), only those methods and materials that have been thoroughly tested and found satisfactory in situ shall be used.

### 10. RECORDING

Prior to undertaking any alterations, particularly in cases where alterations may threaten the building fabric (underpinning and moving structures), the Applicant shall compile a complete record of the architectural features of the Municipal Historic Resource. Measured drawings and photographs of details may prove invaluable if major features are damaged or lost during the subsequent repair work.

### 11. ORIGINAL CONSTRUCTION DETAILS

In some historic structures, poor construction details or inappropriate materials resulted in rapid deterioration of certain building elements. In these instances, accurate restoration of the original detail will inevitably result in the failure of the element. Therefore, restoration of the resource should be undertaken in such a fashion as to duplicate the original appearance as closely as possible while using details based on sound construction practice.



# DESIGNATION BYLAW FORM

## MUNICIPALITY OF CROWSNEST PASS HERITAGE MANAGEMENT PLAN

### 12. ENFORCEMENT

The Owner and the Municipality shall enter into an Agreement to ensure that the designated structure will be maintained in such a manner as to prevent any deterioration.

### 13. IMPROVEMENTS

Prior to undertaking any improvements, a schedule of alterations should be prepared. This schedule should include phasing of alterations where necessary due to program or budget restrictions. The type and timing of both short and long term maintenance work shall also be included.

### 14. CODES

At no times should the life and safety of occupants of a Municipal Historic Resource be deemed of lesser importance than the preservation of the original fabric of the Municipal Historic Resource. The required life and safety standards are those required by the current Alberta Building Code. However, notwithstanding these Code requirements, where the essential character of the structure is threatened by changes for code reasons, every effort shall be made to achieve an equivalent safety standard by alternate means so as to minimize the impact on the historic fabric.

### 15. SIGNS

As a general rule, signs should be limited to signs that were originally present on the building. In instances where new use or interpretive functions dictate the use of additional signs, these new elements should be integrated into the general design of the project. The size, typeface, graphics and materials should be chosen to suit the period of the Municipal Historic Resource, wherever possible. All signs must confirm to the Municipality of Crowsnest Pass Land Use Bylaw.

### 16. CLAIMS

All covenants, undertakings obligations, and conditions set out in this Bylaw shall constitute covenants running with the Lands and the Municipality may register a Caveat at the Land Titles Office against the Lands to protect its interest under this Bylaw. The Municipality of Crowsnest Pass may grant a postponement of the caveat as to any of the land in development. The Municipality of Crowsnest Pass will discharge the caveat promptly upon the acceptance of the various matters required to be performed by the Developer under this Bylaw.

The Developer shall indemnify and save harmless the Municipality of the Crowsnest Pass from any and all losses, costs, damages, actions, cause of actions, suits, claims and demands resulting from anything done or omitted to be done by the Developer in pursuance or purported pursuance of this Bylaw.



# DESIGNATION BYLAW FORM

## MUNICIPALITY OF CROWSNEST PASS HERITAGE MANAGEMENT PLAN

### 17. CONSENT

This Bylaw is hereby agreed to by the Owners as registered as a Caveat on the Certificate of:

Title:

Name of Municipal Historic Resource:

Land Owner Name
Organization Name - if applicable
Land Owner Signature

FORWARD TO: Development Officer, Municipality of Crowsnest Pass  
(Mail): P.O. Box 600, Crowsnest Pass, AB, T0K 0E0 | (Email): [development@crownsnestpass.com](mailto:development@crownsnestpass.com)  
(Tel): 403-563-2218 (Fax): 403-563-5581