

## GUIDELINES FOR CULTURAL HERITAGE IMPACT ASSESSMENTS

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### Purpose

A Cultural Heritage Impact Assessment (CHIA) is a study to identify and evaluate built heritage resources and cultural landscapes in a given area (i.e. subject property) and to assess the impacts that may result from a proposed development or alteration on the cultural heritage value of a property. The Cultural Heritage Impact Assessment assists staff in the evaluation of development and heritage permit applications, including the determination of compliance with cultural heritage policies. A CHIA should:

1. Assess and describe the significance of a heritage resource and its heritage attributes. If the building or landscape is not considered significant, a rationale is outlined in the report by the qualified heritage specialist.
2. Identify the impacts of the proposed development or alteration on the heritage resource.
3. Recommended a conservation approach to best conserve the heritage resource and to avoid or mitigate negative impacts to the heritage resource within the context of the proposed development. This will be further developed through a Conservation Plan.



## **Provincial and Municipal Heritage Policies**

### **Planning Act**

*2. (d) the conservation of features of significant architectural, cultural, historical, archaeological or scientific interest;*

### **Ontario Heritage Act**

An application to alter or demolish a heritage resource shall be accompanied by the required plans as per Section 27 (5), Section 33 (2), Section 34 (1.1), and Section 42 (2.2)

### **Provincial Policy Statement 2014**

*2.6.1 Significant built heritage resources and significant cultural heritage landscapes shall be conserved.*

*2.6.3 Planning authorities shall not permit development and site alteration on adjacent lands to protected heritage property except where the proposed development and site alteration has been evaluated and it has been demonstrated that the heritage attributes of the protected heritage property will be conserved.*

### **The Vaughan Official Plan 2010 (VOP2010)**

Chapter 6, Volume 1 of VOP2010 requires that a Cultural Heritage Impact Assessment be provided when there is potential for new development to affect a heritage resource.

#### **Section 6.2.2.5**

*To require that, for an alteration, addition, demolition or removal of a designated heritage property, the applicant shall submit a Cultural Heritage Impact Assessment, as set out in this Plan and in the Vaughan Heritage Conservation Guidelines when:*

- a. the proposed alteration or addition requires:
  - i. an Official Plan amendment;*
  - ii. a Zoning By-law Amendment;*
  - iii. a Block Plan approval;*
  - iv. a Plan of Subdivision;*
  - v. a minor variance;*
  - vi. a Site Plan application; or**
- b. the proposed demolition involves the demolition of a building in whole or part or the removal of a building or designated landscape feature.*

#### **Section 6.2.3.1**

*That when development is proposed on a property that is not designated under the Ontario Heritage Act but is listed on the Heritage register, recognized as a Cultural heritage character area or identified as having potential cultural heritage value, the applicant shall submit a Cultural heritage impact assessment when:*

- a. the proposal requires an Official Plan amendment, a zoning by-law amendment, a plan of subdivision, a plan of condominium, a minor variance or a site plan application;*
- b. the proposal involves the demolition of a building or the removal of a building or part thereof or a heritage landscape feature; or*
- c. there is potential for adverse impact to a cultural heritage resource from the proposed 7*

#### Section 6.2.3.2

*That when development is proposed on a property adjacent to a property that is not designated under the Ontario Heritage Act but is listed on the Heritage register, recognized as Cultural heritage character area, or identified as having potential cultural heritage value:*

- b. the applicant shall submit a Cultural heritage impact assessment if through the development approval process it is determined that there is the potential for adverse impact on the adjacent heritage resource from the proposed development.*

#### Section 6.2.4

*Cultural heritage impact assessments may be required for many development activities on or adjacent to heritage resources.*

### **Strategy for the Maintenance & Preservation of Significant Heritage Buildings**

Approved by Council on June 27, 2005, Section 1.4 of the “Strategy” has the following provision as it relates to Cultural Heritage Impact Assessment requirements:

*Policy provisions requiring Cultural Heritage Resource Impact Assessment reports by heritage property owners shall be included in the City’s Official Plan and Official Plan Amendments. Cultural Heritage Resource Impact Assessment (CHRIA) reports will provide an assessment of the heritage site or property and the impact the proposed development will have on the heritage structure. CHRIA reports will also include preservation and mitigation measures for the heritage property.*

A Cultural Heritage Impact Assessment should not be confused with an Archaeological Resource Assessment. A Cultural Heritage Impact Assessment will identify, evaluate and make recommendations on **built heritage resources and cultural landscapes**. An Archaeological Resource Assessment identifies, evaluates and makes recommendations on **archaeological resources**.

### **Good Heritage Conservation Practice**

The Cultural Heritage Impact Assessment shall be conducted and based on good heritage conservation practice as per international, federal, provincial, and municipal statutes and guidelines. This includes (but is not limited to):

- Venice Charter 1964
- Appleton Charter 1983
- Burra Charter 1999
- ICOMOS Charter 2003
- Park Canada’s Standards and Guidelines for the Conservation of Historic Places in Canada 2010
- Ministry of Tourism, Culture and Sport’s Ontario Heritage Toolkit - Heritage Property Evaluation section
- Ministry of Tourism, Culture and Sport’s Eight Guiding Principles in the Conservation of Built Heritage Properties 2007
- Applicable Heritage Conservation District Guidelines

## Requirements of a Cultural Heritage Impact Assessment

The requirement of a Cultural Heritage Impact Assessment shall be identified and requested by Cultural Heritage staff in its review of development applications as circulated by the Vaughan Planning Department for comment. Notification of the requirement to undertake a Cultural Heritage Impact Assessment shall be given to a property owner and/or his/her representative as early in the development process as possible. Cultural Heritage staff will identify the known cultural heritage resources on a property that are of interest or concern.

The following items are considered the minimum required components of a Cultural Heritage Impact Assessment:

1. The hiring of a **qualified heritage specialist** to prepare the Cultural Heritage Impact Assessment. Refer to the Canadian Association of Heritage Professionals (CAHP) which lists members by their specialization (<http://www.caphc.ca>).
2. Applicant and owner **contact information**.
3. A **description of the property**, both built form and landscape features, and its context including nearby cultural heritage resources.
4. A **statement of cultural heritage value** if one does not already exist. Part IV individually designated properties will have statements provided in the existing City by-law. This statement shall be based on Ontario Regulation 9/06 – Criteria for Determining Cultural Heritage Value or Interest.
5. A chronological description of the **history of the property** to date and past owners, supported by archival and historical material.
6. A **development history** and **architectural evaluation** of the built cultural heritage resources found on the property, the site's physical features, and their heritage significance within the local context.
7. A **condition assessment** of the cultural heritage resources found on the property.
8. The **documentation** of all cultural heritage resources on the property by way of photographs (interior & exterior) and /or measured drawings, and by mapping the context and setting of the built heritage.
9. An **outline of the development proposal** for the lands in question and the potential impact, both adverse and beneficial, the proposed development will have on identified cultural heritage resources. A site plan drawing and tree inventory is required for this section.
10. A comprehensive examination of the following **conservation/ mitigation options** for cultural heritage resources. Each option should be explored with an explanation of its appropriateness. Recommendations that result from this examination should be based on the architectural and historical significance of the resources and their importance to the City of Vaughan's history, community, cultural landscape or streetscape. Options to be explored include (but are not limited to):

a) Avoidance Mitigation

Avoidance mitigation may allow development to proceed while retaining the cultural heritage resources in situ and intact. Avoidance strategies for heritage resources typically would require provisions for maintaining the integrity of the cultural heritage resource and to ensure it does not become structurally unsound or otherwise compromised. Feasible options for the adaptive re-use of built heritage structure or cultural heritage resources should be clearly outlined.

Where conservation of the entire structure is not feasible, consideration may be given to the conservation of the heritage structure/resource in part, such as the main portion of a building without its rear, wing or ell addition.

b) Salvage Mitigation

In situations where cultural heritage resources are evaluated as being of minor significance or the conservation of the heritage resource in its original location is not considered feasible on reasonable and justifiable grounds, the relocation of a structure or (as a last resort) the salvaging of its architectural components may be considered. This option is often accompanied by the recording of the structure through photographs and measured drawings.

c) Historical Commemoration

While this option does not conserve the cultural heritage of a property/structure, historical commemoration by way of interpretive plaques, the incorporation of reproduced heritage architectural features in new development, or erecting a monument-like structure commemorating the history of the property, may be considered. This option may be accompanied by the recording of the structure through photographs and measured drawings.

## **Review/Approval Process**

Two (2) hard copies and two (2) digital copies of the Cultural Heritage Impact Assessment shall be distributed to the City of Vaughan: One hard copy and one digital copy to the Development Planning Department and one hard copy and one digital copy to the Urban Design and Cultural Heritage Division within the Development Planning Department.

Staff will determine whether the minimum requirements of the Cultural Heritage Impact Assessment have been met and review the conclusions and recommendations outlined in the subject report. Revisions and amendments to the Cultural Heritage Impact Assessment will be required if the guidelines are not met. City staff will meet with the owner/applicant to discuss the Cultural Heritage Impact Assessment and recommendations contained therein.

The preparation and submission of a Cultural Heritage Impact Assessment may be a required condition of approval for development applications and draft plan of subdivision applications.

Any questions or comments relating to these guidelines may be directed to the Urban Design and Cultural Heritage Division, Development Planning Department, City of Vaughan.