

Municipality of the District of Lunenburg

POLICY

Title: Heritage Property Policy	
Policy No. 027	Legislative Authority: Heritage Property By-law, Sections 6 and 9
Effective Date: May 11, 2004	Amended Date: April 27, 2021

Amended April 27, 2021 by deleting sections 1, 2, 3, 4 and 5 and replacing them with the new sections 1 – 7 below.

Short title

- 1 This Policy may be cited as the Heritage Property Policy.

Definitions

- 2 In this Policy, the Heritage Advisory Committee is as defined in subsection 5(2) of the Heritage Property By-law.

Minimum threshold

- 3 (1) The Heritage Advisory Committee may recommend to the Municipality that a building be registered as a municipal heritage property in the Registry of Heritage Property, if the heritage value of the recommended building is scored at least 75 out of 100 points.

(2) The Heritage Advisory Committee may recommend to the Municipality that a public-building interior, streetscape, cultural landscape, or area be registered as a municipal heritage property in the Registry of Heritage Property, if the Heritage Advisory Committee deems the heritage value of the recommended public-building interior, streetscape, cultural landscape, or area as significant.

Evaluation guidelines

- 4 (1) The score in subsection 3(1) is calculated by combining all the points of the criteria stated in the evaluation guidelines in Schedule A.

(2) The criteria in Section 3 must not be inconsistent with the Standards & Guidelines for the Conservation of Historic Places in Canada.

Substantial alterations

5 Substantial alterations to a municipal heritage property may include

- (a) demolition;
- (b) addition;
- (c) changing the colour scheme of the structure;
- (d) alterations that change the massing of the building;
- (e) alterations that change the building's original style, such as
 - (i) building form with respect to orientation, proportion, and height,
 - (ii) roof shape with respect to style, pitch, and the addition of roof elements such as towers and dormers,
 - (iii) visual balance with respect to the arrangement of parts or elements of the building including, but not limited to, windows, doors, bays, porches, and dormers,
 - (iv) windows with respect to size, style, placement, orientation, and materials,
 - (v) doors with respect to size, style, placement, materials and the addition of sidelights and transoms,
 - (vi) cladding with respect to style, placement, orientation, and materials,
 - (vii) moulding or trim with the respect to style, placement, materials and the removal or addition of,
 - (viii) stairs, porches, decks, balconies, verandahs, and porticos with respect to style, materials, and the removal or addition of all or part of the structure,
 - (ix) skylights with respect to the addition, removal, or replacement of, and
 - (x) dormers with respect to size, style, and placement.

Non-substantial alterations

6 Municipality deems the following alterations as non-substantial:

- (a) painting using the same colour scheme;
- (b) repairs to or the replacement of existing materials where no change in size, style, placement, orientation, or materials is to occur, such as wood clapboard with wood clapboard of the same exposure to the weather, and asphalt shingles with asphalt shingles.

Alteration approval process

- 7 After receiving an application in Section 10 of the Heritage Property By-law, the heritage officer must issue a letter to the owner of the municipal heritage property, stating that
- (a) under the criteria in Section 6, the application is a non-substantial alteration; or
 - (b) the approval from the Council is required for the proposed alteration.

Annotation for Official Policy Book

Date of Notice to Council	May 4, 2004
Date of Passage of Original Policy	May 11, 2004
Date of Notice to Council of Intent to Consider Amendments	April 13, 2021
Date of Passage of Amendments*	April 27, 2021

*Effective Date of the Policy unless otherwise specified in the text of this Policy

I certify that this “Heritage Property Policy” was adopted and amended by Council as published as indicated above.



April 30, 2021

Sherry Conrad, Municipal Clerk

Date