



Corporation of the
Village of Cumberland

*Heritage
Committee*

Agenda

Monday, March 2, 2019 5:30 p.m.

Council Chambers, 2675 Dunsmuir Avenue, Cumberland, BC

- 1. Call to Order**
- 2. Approval of Agenda**
- 3. Approval of the Minutes:** February 3, 2019 (attached)
- 4. Old Business**
- 4.1 Summary of Activities and Committee Work Plan for 2020** (attached)

Proposed recommendation to Council:

THAT the Heritage Committee recommend Council acceptance of the 2019 Summary of Activities and Proposed 2020 Work Plan, dated _____, 2020.

- 5. New Business**
- 5.1 Writing Statements of Significance** (attached)

Presentation on how to prepare Statements of Significance and discussion.

- 6. Next Meeting:** To be determined.

Note: Due to Easter long weekend, Council shifted their meeting a week earlier to the regular Heritage Committee meeting date of Monday, April 6, 2020 at 5:30 p.m.

- 7. Termination**



Minutes

**Monday, February 3, 2020, 5:30 p.m.
Council Chambers, 2675 Dunsmuir Avenue, Cumberland, BC**

PRESENT: Councillor Gwyn Sproule
Paul Laronde (Chair)
Donna Frawley
Sheila Davis
Lena McCliesh

STAFF: Karin Albert, Senior Planner

REGRETS: Meaghan Cursons
Melissa Roeske

1. Call to Order 5:35 pm

2. Approval of Agenda

McCliesh/Sproule: "THAT the agenda be approved."

CARRIED

3. Approval of the Minutes

McCliesh/Sproule: "THAT the minutes of February 3, 2020 be approved."

CARRIED

4. Old Business

None

4.1 Acceptance of Statements of Significance

The Committee requested the following last edits to the Statements of Significance (SOS):

- Big Store SOS: Write out John Bannermann and Cliff Gardiner when the names are first introduced to make it clear that the name John Cliff's represented the two partners.
- Coal Beach and No. 4 Mine SOS: Change ' high above the valley' to 'above the floodplain.'

Sproule/McCliesh: THAT the Heritage Committee recommend to Council to add the following sites, each documented with a Statement of Significance, as amended, to the Cumberland Community Heritage Register:

- a. The Big Store
- b. Coal Beach and No. 4 Mine

and notify the owners and the Minister responsible for the Heritage Conservation Act.

CARRIED

5. New Business

5.1 Summary of Activities and Committee Work Plan for 2020

The Committee discussed completing Statements of Significance in 2020 for:

- Perseverance Creek (complete draft started by Becky)
- Waverly Hotel
- King George Hotel

Other potential candidates for Statements of Significance are:

- Cumberland Community Church
- Empire Days and Maypole Dance
- No. 5 Mine Site and two Fan Houses
- Steam Donkey above Allen Lake

The work plan for 2020 will be finalized at the March Committee meeting.

6. Next Meeting: Monday, March 2, 5:30pm.

7. Termination

Davis: Motion to adjourn.

Time: 6:40 p.m.

Certified Correct: _____ Chair	Confirmed: _____ Deputy Corporate Officer
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January 23, 2020

Village of Cumberland Council

From: Paul Laronde, Chair, Cumberland Heritage Committee

On behalf of the Cumberland Heritage Committee, I am writing to provide you with a 2019 Summary of Activities for the Committee and a 2020 Work Plan as required in the Cumberland Heritage Committee Terms of Reference.

2019 Summary of Activities

2019 saw the former Heritage Commission convert to a Village of Cumberland Select Committee with Terms of Reference. The Committee and the Village also actively recruited individuals to join the Committee and were fortunate to welcome new members Sheila Davis, Donna Frawley, Lena McCliesh and Melissa Roeske.

As part of its regular business, the Committee received two Heritage Alteration Permit application referrals from Council as well as providing feedback on “Options for the No. 5 Mine Fan House”, a report for the design and development of a proposed pocket park. In addition, the Committee worked closely with Becky Thiessen, Master of Community Planning student at VIU, to complete two Statements of Significance (SOS) for the Heritage Registry and start another which will be completed by the Committee in 2020. The SOSs include:

- Coal Beach and #4 Mine Site
- The Big Store
- Perseverance Creek (work in progress)

Committee members had the opportunity to participate in the BC Heritage Branch Provincial Roundtable in Campbell River and present at the Heritage BC Conference in Nanaimo.

We wish to acknowledge the contribution of Village staff, particularly Karin Albert, who during a transitional year at the Village Hall dedicated their work for the Committee to help run our business smoothly.

2020 Cumberland Heritage Committee Work Plan

The Committee will continue to support activities of a heritage nature in the Village. As identified in the Terms of Reference for the Heritage Committee, the members will continue to meet once a month, or as requested by Council, to advise Council on matters referred to the Commission including any matter falling within the scope of Part 27 of the *Local Government Act*.

For 2020, the Committee has identified six sites for which they would like to develop Statements of Significance. Most of the sites are listed in the Village's Heritage Management Plan and were identified by the community as community defining locations. Committee members will need to play a greater role in the drafting of these documents this year.

The sites identified for Statements of Significance are:

- Perseverance Creek (work in progress)
- The Waverly Hotel
- The King George Hotel

Other potential sites (to be discussed at March 2, 2020 meeting) are:

- Cumberland Community Church
- Empire Days and Maypole Dance
- No. 5 Mine Site and two Fan Houses
- Steam Donkey above Allen Lake

The 2020 Heritage BC Conference is taking place in Chilliwack in May and the Committee plans to send a member as we try to every year.

The Committee would like to express as we have in the past our keenness to support the Village in activities to help cultivate understanding of, and interest in, the Cumberland Heritage Committee and the Heritage Management Plan. As mentioned in our 2019 Work Plan, this could include completing the consolidation and digitization of the existing SOSs, Heritage By-Laws and related resolutions and making these publically available on the Village Web site.

Over the past year, our membership grew and with that the Committee's enthusiasm and dedication for heritage issues in the community strengthened. We expect another ambitious year and, as always, we are at your disposal and we look forward to working with staff and Council in 2020.

Thank you,

Paul Laronde
Chair, Cumberland Heritage Committee

Guidelines for researching, writing, and editing Statements of Significance that promote a suggested standard for preparing accurate, effective, and well-written Statements of Significance in British Columbia.

INTRODUCTION

Under the Local Government Act (Part 27, S.954), local governments in B.C. may establish community heritage registers to formally list real property that they identify as having heritage value or heritage character. A key piece of each record on a community heritage register is the Statement of Significance. This is the part that satisfies the *Local Government Act* requirement to indicate the reasons why property included in a community heritage register is considered to have heritage value or heritage character.

A Statement of Significance (SoS):

- ◆ summarizes the description, heritage value and character-defining elements of each historic place
- ◆ reflects modern values concerning history and historic places
- ◆ identifies what part of history a historic place represents, and how and why that is of value and importance today

Writing a Statement of Significance about a historic place does not establish its heritage value. The SoS simply records the heritage values that community members already associate with the place. It shows how a particular historic place represents broader community heritage values that, ideally, have been identified in advance through extensive research and community consultation as part of the local government's heritage conservation program.

The heritage values identified within a Statement of Significance extend beyond the physical aspects of the historic place. A community's historic places are the physical manifestation of the aesthetic, historic, scientific, cultural, social or spiritual heritage values which form the heritage character of the community. The SoS serves to identify these values in order to ensure the conservation, preservation, and appreciation of these places which represent the historic foundation of a community.

For more information about heritage values or register records, visit the BC Heritage Branch website.

BEFORE YOU START

Statements of Significance provide key information to support the local government's heritage conservation program. It is therefore essential that those responsible for preparing SoS have a solid understanding of the community's heritage conservation goals, principles, and policies.

BECOME FAMILIAR WITH THE COMMUNITY'S:

- community heritage values and historic context
- heritage evaluation criteria, if any
- heritage management and commemoration needs,
- existing heritage conservation documents (e.g. heritage inventories, register, policies, Official Community Plan listing heritage conservation areas, historic districts)
- resources available to support heritage conservation (e.g. people, programs, funding)

Obtain background information from the local government or heritage conservation organizations about the community's heritage values, and the types of places that embody those values. Keep this information on hand throughout the research.

Build an understanding of the historic context of the places for which Statements of Significance will be written. A historic context study provides useful background, but even if such a study has not been conducted, the writer should still consider the larger historic and geographic context of the historic place and the potential community heritage values. For more information on historic context studies, please visit the Heritage Branch website.

FOR EACH HISTORIC PLACE DETERMINE:

- the formal recognition status (SoS may be written for historic places which are already formally recognized and protected, or for places which are scheduled to be recognized in the future)
- the precise physical extent of the historic place (e.g. physical boundaries, features to be included)
- whether or not it is located within an established historic district (If so, the SoS should support the identified heritage values of the district.)
- whether it is subject to alteration, rehabilitation, or under threat

STATEMENT OF SIGNIFICANCE WRITING AND REVIEW PROCESS

STEP 1

Collect background information on the historic place and its significance to the community. Resources may include local government files, community archives, the internet, community heritage organizations, etc. Record the source(s) of historical information used to prepare the SoS. Start a reference file for each historical place containing all information collected at the research stage. This file will form part of the permanent community heritage register file at the local government office.

STEP 2

Solicit input from the community about the historic place. Use sources such as the local government website, community newspapers, stakeholder groups, Heritage Advisory Committee, historical societies, etc. to get a sense of how and why the place is valued by people in the community. Keep notes on any community input.

STEP 3

Visit the historic place. Take notes on the description, layout, physical features, and other information that can only be collected on-site. Take photographs for future reference.

STEP 4

Review all material collected to date and write the first draft of the Statement of Significance.

STEP 5

Review the first draft with another person or persons experienced in the SoS writing and review process. Make any necessary revisions.

STEP 6

Submit the revised draft to the SoS Review Group. This may be the Heritage Advisory Committee or another SoS Review Group of some kind, as determined by the local government.

STEP 7

Meet with the local government representative and the SoS Review Group to obtain feedback on the draft SoS. This will help ensure that the SoS captures the community's views on the key values and character-defining elements of the place.

STEP 8

Edit the draft SoS as advised and submit the revised SoS to the SoS Review Group.

STEP 9

Conduct a final, brief, 'approval' review at the next meeting with the SoS Review Group.

STEP 10

Make any final revisions as directed by the SoS Review Group and submit the completed SoS to the local government. The SoS should then be included in the Community Heritage Register record and submitted to the BC Register of Historic Places by the local government.

STATEMENTS OF SIGNIFICANCE COMPONENTS

SECTION 1

DESCRIPTION – THE “WHAT”

The description should paint a picture, in two or three sentences, of the historic place as it exists today.

Tips for writing the description of a historic place:

- ◆ The description is meant to be general. How can the place be effectively described in as few words as possible?
- ◆ All three parts of the Statement of Significance work as a whole, and it is not necessary to include in the description information and details which will be included in the sections on heritage value and character-defining elements.
- ◆ For historic places which are scheduled for formal recognition, explicitly state the boundaries of the historic place and only describe elements of the place which will be protected by the formal recognition enactment.
- ◆ For historic places which have already been formally recognized, only the aspects of the place that have been formally recognized should be described. A definition of a historic place may be found within existing register records, or within a local government resolution, or a heritage designation by-law, if any.
- ◆ Refer to modern photographs, taken during site visits, to write a description of the historic place as it exists now.

SECTION 2

HERITAGE VALUE – THE “WHY”

Heritage value may be defined as: the aesthetic, historic, scientific, cultural, social or spiritual importance or significance for past, present or future generations. Communicate the heritage values of the historic place in less than 4,000 characters (including spaces).

Historic places may have heritage value because they:

- illustrate achievement in concept and design, technology and/or planning, or a significant stage in the development of a community, province, territory or the nation
- are associated with events that have contributed to patterns of history at the local, provincial, territorial or national levels
- are associated with the lives of persons of historical importance at the local, provincial territorial or national level
- illustrate or symbolize in whole or in part a cultural tradition, way of life, or ideas important in the development of a community, province territory or the nation.

Assess the aesthetic, historic, scientific, cultural, social or spiritual importance or significance of the:

- ◆ architecture
- ◆ character
- ◆ historical context
- ◆ location
- ◆ materials
- ◆ planning
- ◆ quality
- ◆ technology
- ◆ use

Is the historic place a notable representation of:

- ◆ a way of life?
- ◆ a significant stage in the development of a community?
- ◆ achievement?
- ◆ cultural tradition?
- ◆ ideas important in the development of a community, province territory or the nation?

Does the historic place have associations with:

- ◆ a notable architect?
- ◆ events which have contributed to patterns of history?
- ◆ the lives of persons of historical importance?

Tips for writing heritage value statements:

- ◆ Focus on the question “Why is this place significant?”
- ◆ Keep the value statements as clear and concise as possible, ensuring that the values are identified in language that can be understood by a wide range of people.
- ◆ Facts should only be included in the heritage value statement if they have a direct correlation to the heritage value; facts are only relevant if they help to identify, define, or support the value of the historic place.
- ◆ Interesting or historic facts do not necessarily constitute value.
- ◆ Present the key heritage value(s) in the first few sentences of the heritage value statement. This will ensure that the statement addresses the main focus of why the place is important in a direct and obvious manner.
- ◆ Focus the heritage value statement on the historic place as identified in the ‘description of historic place’. It is not necessary to provide a contextual statement or extensive historical background information in the value statement.
- ◆ A historic place will often have multiple heritage values. Consider all elements of a place when identifying heritage value.
- ◆ The heritage value of a historic place is not always encompassed by its architecture. Heritage value is often intangible.
- ◆ The Statement of Significance refers to the historic place as it is now. It should be written to reflect the heritage value of a place within a modern context. Use the present tense when writing the value statement.
- ◆ The Statement of Significance reflects how a historic place represents a part, or parts of history, and why that is important today.
- ◆ Only include associated events, persons, organizations, architects and builders if they are integral to the value of the historic place. Historic associations do not always constitute heritage value.

SECTION 3

CHARACTER-DEFINING ELEMENTS – THE “HOW”

Character-defining elements (CDEs) identify the principal features of the historic place that embody its heritage values. Identify the CDEs in 4,000 characters or less (including spaces).

Elements of the historic place to consider when writing CDEs:

- ◆ architecture
- ◆ character
- ◆ historic context
- ◆ location
- ◆ materials
- ◆ planning
- ◆ quality
- ◆ technology
- ◆ use
- ◆ patina/ historic evidence of use

Tips for writing the character-defining elements:

- ◆ The CDEs should be a point form list and refer to the place as it exists today.
- ◆ CDEs must support the heritage value of the historic place as identified in the “heritage value” section of the Statement of Significance. If a CDE is integral to the significance of a historic place, but does not correspond to the value statement, the value statement should be reviewed and adjusted accordingly.
- ◆ The CDEs are not meant to be an exhaustive list of every detail of a historic place. Phrase the CDEs in such a way that will cover all existing significant elements of the place. Often, broader statements are more effective than highly specific ones.

For example: (Broader, more inclusive elements)

-All historic materials dating to the time of construction, such as the granite foundation and timber frame

as opposed to: (Very detailed elements)

-original floorboards
-original balustrade
-original bargeboards
-original finials

- ◆ CDEs are not limited to physical, or architectural, elements of a historic place. Refer to all aspects of the identified heritage value of a historic place to determine its CDEs: use, evidence of use, social or spiritual qualities, representation of ideas, technology, innovation of design etc.
- ◆ When using terms such as “form, scale and massing”, be sure to provide qualification to ensure that these terms refer to specific qualities of the historic place which should be protected.

For example:

-the asymmetrical form
-the castle-like massing
-the modest two-storey scale

ONCE THE SoS IS DRAFTED

Review the draft with another person, or persons (such as heritage conservation consultants, community heritage organization members etc.), experienced in the Statements of Significance writing and review process, and make necessary revisions.

Encourage feedback which will ensure that:

- the description of historic place corresponds with the formal recognition enactment for the place
- the value statement refers to the historic place as referred to in the description
- the heritage value statement is not a statement of facts
- the character-defining elements support the heritage value
- all significant elements of the historic place have been addressed

Review and analyze the draft Statement of Significance with local government and/or community representatives familiar with the community's heritage mandate and the Statement of Significance writing and review process.

Does the SoS:

- reflect and support the community's heritage values?
- meet the community's heritage evaluation criteria?
- support the community's stewardship goals, in particular for historic places which may be under threat, or which may be in need of rehabilitation or development?

Edit the SoS as advised and resubmit it to the local government representative(s). Once the statement receives approval, the final Statement of Significance should be submitted to the local government for inclusion on the Community Heritage Register and the BC Register of Historic Places.

SAMPLE STATEMENTS OF SIGNIFICANCE

SAMPLE 1

Statement of Significance for Vista Theatre

DESCRIPTION OF THE HISTORIC PLACE

The Vista Theatre is a Streamline Moderne style building located in the town centre of Yourtown, British Columbia. The historic place is confined to the building footprint.

HERITAGE VALUES

The heritage value of the Vista Theatre lies in its long, continuous use as a theatre. Built as a movie house, the building is currently used for live theatre. As the only purpose-built theatre in town, the Vista Theatre has served local residents as an entertainment venue for over 60 years, providing a significant cultural and social centre.

Built in 1948, the Vista Theatre is a very good and rare local example of the Streamline Moderne style. Sleeker and plainer than Art Deco, Moderne style became popular in the late 1930s and reflected the influence of the technological wonders of the day such as airplanes, locomotives and moving images. The Vista Theatre's streamlined appearance is achieved through its smooth stucco surfaces, curved wall and minimal ornamentation.

The Vista Theatre is also significant for its association with architect Thomas P. Davies, best known for the Grover Building in Vancouver.

The Vista Theatre's location within a grouping of historic buildings, its striking architecture and its prominent location in the town centre make it an important community landmark.

CHARACTER DEFINING ELEMENTS

The character-defining elements of the Vista Theatre include:

- its continuous use as a theatre since its construction
- all of the original elements of the Streamline Moderne style including the simple massing and form, minimal ornamentation, smooth stucco walls with horizontal banding, glass block window on front façade, and prominent, full height, curved wall on front facade
- all of the original elements of a theatre building including the ticket window, playbill niches and projecting marquee
- the building's location on a main street in the town's commercial core

SAMPLE 2

Statement of Significance for St. Herbert's Anglican Church

DESCRIPTION OF THE HISTORIC PLACE

St. Herbert's Anglican Church is a Tudor Revival style building located on a large lot on a major thoroughfare, just outside the town core in Yourtown, British Columbia. The historic place includes the church, attached hall and grounds.

HERITAGE VALUES

St. Herbert's Anglican Church is significant as one of the oldest continuously-functioning parishes in Yourtown and, as such, is linked to its earliest social and spiritual development. Built on land donated by James Hill, an early community leader, the church provided a communal meeting place for the young community. St. Herbert's Anglican Church continues to serve the community as a social centre and place of worship.

Built in 1926, the original portion of St. Herbert's Anglican Church is a very good example of the Tudor Revival style. The steeply-pitched roof, half-timbering and tall, narrow windows are hallmarks of this style. The attached hall, although added much later and unremarkable aesthetically, is an integral part of the church complex. A more recent church addition on the east and north elevations is sympathetic to the original architecture and is also an integral part of the entire complex.

The building's prominent corner location on a major thoroughfare to the town centre makes St. Herbert's Anglican Church a highly visible landmark.

The mature trees and shrubs and gated arbour in the adjacent churchyard are significant contributors to the overall serene ambience of the site.

CHARACTER-DEFINING ELEMENTS

Key elements that define the heritage character of St. Herbert's Anglican Church include:

- all of the elements of the original Tudor Revival style building including its simple massing, steeply-pitched roof, decorative half-timbering, slim bell tower, wide fascia boards with gable drops, flared corner piers, shingle siding and leaded and stained glass windows
- the building's corner location on a major road
- the mature trees and shrubs
- the gated arbour

LOCAL GOVERNMENT REPRESENTATIVE'S BEST PRACTICES

- ◆ Make sure the SoS Review Group has time to review every Statement of Significance with the writer(s) at least once.
- ◆ Provide the SoS writer(s) with background information about the community's heritage program and the formal recognition status of the historic place.
- ◆ Ensure that each person involved with the Statement of Significance research, writing, review, and analysis process has access to *Canadian Register of Historic Places: Writing Statements of Significance* available at www.historicplaces.ca.
- ◆ Schedule project review sessions and Statement of Significance review meetings at intervals that maintain the process momentum.

STATEMENT OF SIGNIFICANCE WRITER'S BEST PRACTICES

- ◆ Avoid creating separate records and writing separate SoS for multiple contributing resources protected by one enactment unless specified by the local government SoS Review Group.
- ◆ Avoid writing the Statements of Significance subjectively. Remember that it is up to the local government to determine what their community heritage values are, and the SoS must fit within *their* heritage conservation mandate.
- ◆ Refer to *Canadian Register of Historic Places: Writing Statements of Significance* available at www.historicplaces.ca.
- ◆ Review Statements of Significance with another person, or persons, experienced in the SoS writing and review process before reviewing with the SoS Review Group.
- ◆ Encourage review by email with local government staff before in-person review, in order to streamline project time. Local government staff can offer initial feedback using the "comment" feature in word processing programs.
- ◆ Make sure you have time to review each Statement of Significance with the local government SoS Review Group at least once. Remember this step ensures the SoS reflects community heritage values.
- ◆ Schedule review sessions with the local government SoS Review Group at intervals that maintain the process momentum.
- ◆ Remember that the three parts of a Statement of Significance will ultimately become part of a larger register record, and it is not necessary to include information in the SoS which will be included in other fields of this record.
- ◆ Refer to the CRHP website www.historicplaces.ca to become familiar with how these records will ultimately be presented on the web. This website is also a useful tool for understanding how Statements of Significance are being written across the country.

FURTHER INFORMATION

For more information on Writing Statements of Significance and updating Community Heritage Registers:

- ◆ Refer to *Canadian Register of Historic Places: Writing Statements of Significance and Documentation Standards Handbook for the Canadian Register of Historic Places* at www.historicplaces.ca.
- ◆ Refer to the *Data Dictionary for the British Columbia Register of Historic Places* available at <http://fishability.biz/clients/BCRHP>
- ◆ Visit the Heritage Branch website and/or contact:

BC Heritage Branch

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Victoria, British Columbia
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Tel: 250.356.1432

Fax: 250.356.2842

Email: heritage@gov.bc.ca

Web: www.for.gov.bc.ca/heritage

ADDITIONAL RESOURCES:

STATEMENT OF SIGNIFICANCE REVIEW CHECKLIST

“Am I finished writing the Statement of Significance?”

A good Statement of Significance (SoS) represents hours of careful research, analysis and writing. Please use this checklist for your final review.

Step 1: Re-read the Statement of Significance for common errors like typos and spelling mistakes.

- ◆ I have proofread and spell-checked the SOS.
 - ◇ It may help to have a second reader double-check for common errors.

Step 2: Check the format of the document (See examples at www.historicplaces.ca)

- ◆ The SOS is no more than 1 or 2 pages in length.
- ◆ Each section contains no more than 4,000 characters including spaces.
- ◆ One common name is used consistently for the historic place throughout the document.
 - ◇ The common name is the name that people in the community use for the historic place. If the place is best known by its street address, then that is its common name.
 - ◇ Use the common name as the title of your SOS.
 - ◇ If the place has additional names, you can list these below the title of the SOS.

Example: *Common Name: 107 King Street*

Other Names: Rose Cottage; John Brady House

Step 3: Check the Description section.

- ◆ The Description section briefly describes the formally-recognized historic place **as it exists today**.
- ◆ The Description section answers these questions:
 - ◇ ***What is the historic place?***
 - ◇ ***Where is it?***
 - ◇ ***What are the boundaries?***
 - ◇ ***What is included?***

Example: *“107 King Street is a two-storey Craftsman-style house located in the Applewood neighbourhood of Yourtown, British Columbia. The historic place includes the house, gazebo and landscaped lot.”*

Step 4: Check the Heritage Value section.

- ◆ The Heritage Value section answers this question:
 - ◇ ***Why is this place valued today?***
- ◆ The Heritage Value section uses statements of value rather than statements of fact.
 - ◇ Facts may be included to support the value statement, but the values themselves should be clearly stated. Extensive historical detail can go elsewhere (consider producing a web page, brochure or display.)
- ◆ Each paragraph in the Heritage Value section begins with a value statement.

Example: *“107 King Street is valued as the home of Yourtown’s first Mayor, James Smith”* or *“The value of this place lies in the role it has played in the social development of the community.”*

Step 5: Check the Character-Defining Elements section.

- ◆ The Character-Defining Elements section is a point-form list that answers this question:
 - ◇ ***Which features must be retained to protect the heritage values of the place?***
- ◆ Each character-defining element on the list refers to the place **as it exists today**. The list is limited to features that currently exist within the boundaries of the formally-recognized historic place.
- ◆ The Character-Defining Elements section does not include value statements or historical facts.
- ◆ Every character-defining element relates back to a heritage value stated in the Heritage Value section.

Step 6: Check that all three sections work together.

- ◆ Each section of the SOS is consistent with the other two sections.
- ◆ The Heritage Value and Character-Defining Elements sections refer to the historic place as it is defined in the Description section.
- ◆ The character-defining elements relate directly to the heritage values explained in the Heritage Value section.

Congratulations! Your Statement of Significance is now ready to be sent to the Heritage Branch.

GLOSSARY

Aesthetic

Concerned with beauty or the appreciation of beauty; or the set of principles behind the work of a particular artist or artistic movement.

British Columbia Register of Historic Places (BCRHP)

The British Columbia Register of Historic Places is the official provincial listing of historic places that have been formally recognized for their heritage value by the provincial or a local government.

Canadian Register of Historic Places (CRHP)

The Canadian Register of Historic Places is a national listing of historic places across Canada. The CRHP is essentially a register of registers and includes nominations from local, provincial, territorial, and federal government heritage registers.

Cultural

Relating to the arts, customs, and institutions of a nation, people, or group.

Documentation Standards

The Canadian Register of Historic Places: Documentation Standards Handbook. This handbook sets out the Canadian Register Documentation Standards. It describes the procedures for nominating historic places to the Canadian Register, and the procedures for listing, updating, and de-listing. It also describes the roles and responsibilities of the Federal, Provincial and Territorial Registrars.

Historic

To be famous or important in history, or likely to be seen as such in the future.

Historic Place

A historic place is 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.

Local Government Registrar

The local government staff person responsible for maintaining the Community Heritage Register and for reporting heritage enactments to the Province. Often this will be the planner responsible for the heritage program, but this will depend on local arrangements.

Record

A complete set of required data compiled for each historic place. Each record includes identification, location, and formal recognition information, description information (which includes the Statement of Significance), image(s), documentation, and administrative information.

Scientific

Relating to or based on the systematic study of the structure and behaviour of the physical and natural world through observation and experiment.

Social

Having to do with society and its organization.

SoS Review Group (or Steering Committee)

Collectively the members of the committee represent the heritage values of the community at large. A group of people who will meet regularly with SoS writers to review and analyze Statements of Significance. It is preferable that the committee be a sub-committee of the Heritage Advisory Committee as this will ensure a multi-level review. Ideal candidates for this group are heritage planners, members of Community Heritage Commissions, historic place owners, or persons involved with local heritage conservation organizations.

Spiritual

Having to do with religion or religious belief.

SUGGESTED VOCABULARY AND PHRASES FOR VALUE STATEMENTS:

The following list is a selection of useful phrases and terms for creating effective heritage value statements.

“evident in” – Use when the heritage value of a place is manifested in its character-defining elements. For example: “The cultural value of this historic place is evident in its continuous use as a place of worship for over a century”.

“is valued as” – Use to convey how a historic place is considered to be important or significant (i.e. this historic place is valued as...).

“notably”, or “it is interesting to note...” or “it is notable that...” – Use when introducing a historic fact or association which is supplemental to the heritage value of the historic place. For example: “It is notable that this place has an interesting historic association with J. Doe, who worked and lived here for many years”.

“value lies in” – Use to articulate the primary aspects of the historic place which possess heritage value. For example: “The value of this historic place lies in the integral role it has played in the social development of the community” – or – “The value of this place lies in its unparalleled architectural design”.

because – The use of ‘because’ provides reasoning behind the heritage value. It ensures that a reason is given for why the historic place has value, and changes factual statements such as “this historic place is the oldest of its kind in the city” into statements of value such as “this historic place is valued because it is the oldest of its kind in the city”.

continuity – Use when a historic place contributes to the uninterrupted and unchanged functionality of its surroundings. “This historic place is important because it contributes to the continuity of the historic streetscape”.

continuum – Use when a historic place represents an element of a continuous sequence in which the elements next to each other are very similar, but the first and last are different. For example: “this historic place represents an important moment in the continuum of the economic development of this community”.

contributes – Use when a historic place (or its character-defining elements) helps to achieve a sense of place, or adds to the quality of its surroundings. For example: “the surrounding natural landscape contributes significantly to the heritage character of this historic place”.

distinctive – Use to identify elements of the historic place which distinguish it from other historic places.

epitome/epitomize – Use when a historic place is a perfect example of elements such as type, idea, or style etc. “This historic place is the epitome of the architect’s trademark use of formal exterior design combined with intimate interior elements”. Or, “this historic place epitomizes Late Victorian wealth and extravagance”.

evoke/evokes – Use when a historic place brings to mind a sense of another time, place, culture, mindset, etc.

example/exemplify – An example is a representation of a type. Use when indicating that a historic place, or an element such as architectural detail or form, is representative of its type. For instance: “this historic place is the finest example of the architecture of Francis Mawson Rattenbury”, or “this historic place exemplifies nineteenth-century stonemasonry”.

express – Use when a historic place conveys a particular thought, feeling, or sense of history (etc.). For example: “the value of this historic place lies in its ability to express the way of life on a mid-nineteenth-century farm to a modern audience”.

expression – Use when the elements of a historic place represent historic ideas, thoughts, or actions. For example: “this historic place is valued as an expression of the spiritual beliefs of its creators”.

illustrate/s – Use when the historic place acts as an example of a particular heritage value or values or element of history. For example: “this historic place illustrates the simple construction methods which became popular during the Gold Rush”.

is – Keeps the value statement in the present tense. Use as much as possible in place of ‘was’; the Statement of Significance refers to a historic place as it is today, and the value that it has as it exists now.

manifest/ed or manifestation – Use to indicate how the significance of a historic place is shown or displayed through its character-defining elements; or when a historic place is the embodiment of a historic ideal, idiom, etc. For example: “This historic place is a manifestation of the presence of the federal government in the city”.

monument – Use when a historic place is a particularly notable or lasting example of its historic value(s). For example: “This historic place is a monument to the architectural vernacular which established this community”.

outstanding – Use to identify a historic place, or an element thereof, which is exceptional.

reflects – Use when a historic place makes apparent, expresses, or manifests a heritage value or an element of history. For example: “This historic place reflects the segregation found within the early social system of this community”.

representation – Use when a historic place is an depiction, or example of a heritage value or part of history.

significant – Use to describe the importance of a quality, aspect, or element of a historic place in the context of heritage value.

symbol – Use when a historic place is a representation of a heritage value or element of history. For example: “this historic place is a symbol of the reverence felt by this community toward its early spiritual leaders”.

testament – Use when a historic place provides evidence or proof of a fact, event, or quality: “this historic place is a testament to the perseverance of its builders”.

unique – Use when a historic place is in itself, or possesses features which are, one of a kind: “this historic place is valued because it is unique within the city” or “the level of architectural detail found in this historic place is unique for a structure of this type”.

valuable – Use to describe historic places, or their qualities, aspects, or elements, which are of particular importance.