

# DEVELOPMENT SERVICES DEPARTMENT 250-803-4021



## A GUIDE TO THE HERITAGE REGISTER

This guide is not a legal document; it is intended to provide you with information about the City of Salmon Arm Community Heritage Register and other information for property owners. While every care is taken in the preparation of this brochure, the City of Salmon Arm assumes no responsibility or liability with respect to its contents. The public is advised to review the applicable legislation and bylaws and conduct its own enquiries with Development Services staff.

### WHAT IS A COMMUNITY HERITAGE REGISTER?

The City of Salmon Arm Community Heritage Register was created in 2010 to officially identify and recognize the many heritage resources within the City and to promote and enhance the community's awareness of its own history. A copy of the Register is available for viewing at the front counter at City Hall and at [www.salmonarm.ca](http://www.salmonarm.ca).

The Register provides an overview of the history of Salmon Arm and the core values linking the past to the present. Each property included in the Heritage Register is described by its Statement of Significance.

Buildings or places may be valued by the community for their aesthetic, historic, scientific, cultural, social or spiritual significance. The Statement of Significance also identifies the character defining elements of the property.

### WHAT DOES IT DO?

The Heritage Register provides the following benefits:

- Enhances the public's appreciation of the heritage identity and character of Salmon Arm;
- Facilitates public access to heritage information;

- Provides a tool for determining eligibility for heritage programs and incentives;
- Provides eligibility for special provisions within the BC Building Code; and,
- Facilitates the integration of heritage conservation into community planning.

### THE DIFFERENCE BETWEEN A HERITAGE REGISTER AND HERITAGE DESIGNATION

Heritage registers are sometimes confused with heritage designation. Heritage designation is a different local government planning tool that can be used to give official, long-term protection to a heritage property.

There are currently only three buildings in Salmon Arm designated as municipal heritage buildings. They are the Haney House (751 Highway 97B NE); the SAGA Public Art Gallery (70 Hudson Avenue NE); and the façade of the Old Courthouse (20 Hudson Avenue NE).

Inclusion on the Register does not constitute official, long-term protection. Sites on the Register are not limited in terms of potential for renovations, nor does it negate all possibilities for development of the properties. The Register does, however, allow heritage values to be considered in the City's Building Permitting process.

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## HOW WILL THE HERITAGE REGISTER AFFECT ME AS AN OWNER?

The City uses the Register to monitor proposed changes to buildings on properties on the Register. If an owner is proposing to demolish the building or move it off the property, there is a procedure in place, as outlined in City of Salmon Arm Community Heritage Register Procedure Bylaw No. 3873, that requires staff to temporarily withhold the permit and present Council with the proposal before it is approved. **All other development proposals, including subdivisions and building permits that do not involve demolition or moving of the building are not subject to this process.**

## PROCEDURE

### Application

If an application for a building permit that would authorize demolition or moving of a building on a property on the Register is made, staff would notify the applicant in writing that the permit will be temporarily withheld. The letter would also notify the applicant of the date, time and location of the regular Council meeting at which the matter would be considered, and that the owner or applicant may be heard at this meeting.

### Community Heritage Commission

The Community Heritage Commission (CHC) was first appointed by the City of Salmon Arm Council in September 2007 to advise the City on heritage conservation matters and to assist in the development of heritage policies and other heritage programs.

Time permitting, the CHC will meet prior to the Council meeting to consider the application and develop a recommendation to be forwarded to Council. The owner or applicant will be invited to this meeting to share their views with the CHC.

### Council

The application will be considered by Council at its next regular meeting after the permit is withheld. Council may take one of the following actions:

- *Nothing* – If Council decides not to take any further actions at this meeting, the building permit will be issued, provided all

building permit requirements have been met;

- *Temporary Protection* – Council may place an order for temporary protection on the property, during which time no alterations to the building would be permitted. Temporary protection is intended to give the City more time to assess the heritage value of the property to the community and to consider alternatives. The temporary protection period can be up to a maximum of 60 days; and,
- *Heritage Inspection* – Council may order an inspection of a building to occur during the temporary protection period at the City's expense. The inspection could assess the heritage values and structural integrity of the building.

## TEMPORARY PROTECTION

If an order for temporary protection is made by Council, the City may consider other options during this period, such as long-term protection (i.e. heritage designation) or a heritage revitalization agreement. A heritage inspection could also occur during this period.

If no further actions are taken by the City during the temporary protection period, the order expires and the building permit will be issued, provided all building permit requirements have been met.

## QUESTIONS

If you have any questions about the Heritage Register or the above process, please contact the Development Services Department or visit City Hall between the hours of 8:30 am to 4:00 p.m., Monday to Friday:

City of Salmon Arm  
Development Services Department  
500 - 2 Avenue NE  
Box 40  
Salmon Arm, BC, V1E 4N2

Telephone: 250-803-4021  
Facsimile: 250-803-4041