

COUNCIL POLICY

HISTORIC PLACES



CITY OF
Lethbridge

Policy Number:	CC-33
Approved by:	City Council
Last Review Date:	July 9, 2024
Next Revision Date:	July 9, 2028
Policy Owner:	Planning and Design

PURPOSE

The Council of the City of Lethbridge has a broad mandate to provide good government, develop and maintain a safe and viable community, and to provide services to the community. Historic places have economic, cultural, and aesthetic value, and the preservation of historic places enriches the community. Historic Places are at risk due to redevelopment. The purpose of this policy is to recognize and protect the community's historically important properties.

DEFINITIONS

Term	Description
Historic Place	A site or structure that meets minimum requirements for Significance and Integrity
Mandatory Documentation	The locational data of the property, and a Statement of Significance, a document that describes what the historic property consists of, why it is significant, and which features must be retained in order to preserve its historic value
The Lethbridge Register of Historic Places	A list of historic places that have been designated by the municipality. The Lethbridge Register of Historic Places is linked with the provincial and national registers; as a result, properties listed on the Lethbridge Register of Historic Places must meet the requirements established by the Province of Alberta

POLICY STATEMENT

It is the policy of the City of Lethbridge to identify those places that have significant historical value to the City of Lethbridge and support the respective owners in the preservation and conservation of those places.

RESPONSIBILITIES

City Council must:

- a. Establish and maintain a committee, called the Historic Places Advisory Committee, by:
 - i. developing a Terms of Reference for the committee
 - ii. appointing committee members
- b. Consider Bylaw recommendations of the Historic Places Advisory Committee

COUNCIL POLICY

HISTORIC PLACES



CITY OF
Lethbridge

Applicants must:

- a. Apply to the City of Lethbridge for Municipal Historic Resources Designation
- b. Sign a waiver agreement absolving the City of Lethbridge of liability due to any decrease in economic value that results from Municipal Historic Resources Designation
- c. Maintain and preserve their Historic Place in accordance with the respective Municipal Historic Resource Bylaw

Administration must:

- a. Establish and maintain a process by which citizens can apply to have their property designated as a Municipal Historic Place. This includes:
 - i. establishing an application process for owners of potential historic properties
 - ii. ensuring all applicants have the submitted the Mandatory Documentation to the City, as set out by the province,
 - iii. providing ongoing support to the Historic Places Advisory Committee
 - iv. preparing Designation Bylaws for City Council
 - v. establishing and maintaining the Lethbridge Register of Historic Places
 - vi. applying to the Province of Alberta to have the City's municipally designated sites listed on the Alberta Register of Historic Places
 - vii. cause a certified copy of the Bylaw to be registered at the appropriate land titles office
- b. Notify the owners of property listed in the City of Lethbridge: Inventory of Historic Places
- c. Notify the community of the Historic Places Policy

Historic Places Advisory Committee must:

- a. Evaluate and make recommendations to City Council regarding the potential designation of Historical properties. The Historic Places Advisory Committee's recommendations are made in the form of a Bylaw, and are limited to:
 - i. the historical significance of a property
 - ii. the integrity of the property's historically significant features
- b. Advocate and to advise City Council and Administration on matters relating to locally important historic sites

POLICY REVIEW

This policy shall be reviewed by city council, once per term, as stipulated in *CC1 Policy Development, Implementation, And Evaluation*. The policy or associated procedures may be reviewed sooner if required due to changes in the business or risk environment.

SUPPORTING REFERENCES AND RESOURCES

COUNCIL POLICY

HISTORIC PLACES



CITY OF
Lethbridge

- *Historical Resources Act*
- Standards and Guidelines for the Conservation of Historic Places in Canada
- City of Lethbridge: Inventory of Historical Places

REVISION HISTORY

Review Date	Description
Sep. 17, 2007	New Policy – Effective Date.
July 20, 2015	Changed name of policy to Historic Places; references to “heritage” changed to “historic”
July 9, 2024	Last review date and next revision date updated.