

## CHAPTER 12

### CULTURAL RESOURCE MANAGEMENT POLICIES

Woolwich Township contains a diverse range of *cultural heritage resources* that contribute to a sense of identity, support a thriving tourism industry, and attract investment based on cultural amenities. The Township therefore recognizes the need to *conserve* its valuable *cultural heritage resources* to support the quality of life in the community. The policies of this Chapter seek to identify, protect and manage the township's *cultural heritage resources* in a manner that retains their heritage values, attributes and integrity.

The Township adopts the following policies relative to cultural resource management:

#### **12.1 GENERAL**

12.1.1 The Township will set an example to the community by *conserving* and enhancing *cultural heritage resources* using the provisions of the Ontario Heritage Act, the Planning Act, the Environmental Assessment Act, the Funeral, Burial and Cremation Act and the Municipal Act.

12.1.2 The Township may establish and maintain a Heritage Advisory Committee to:

- a) Provide consultation and recommendation regarding the designation, restoration, demolition or alteration of buildings, structures, landscapes and sites of architectural, cultural, or historic value, interest or significance;
- b) Research and provide information to staff and Council on the preservation and designation of built and cultural heritage related items;
- c) Educate owners on the benefits of heritage designations;
- d) Research and aid owners of heritage related properties and structures on their ongoing preservation and conservation as appropriate; and
- e) Educate the public on the need, benefit and desirability to protect *cultural heritage resources*.

12.1.3 The Township may coordinate the creation and delivery of financial incentive programs for the promotion, preservation, restoration and rehabilitation of *cultural heritage resources*.

- 12.1.4 The Township will work with stakeholders, as well as First Nations and Métis communities in developing and implementing the policies of this Plan and strategies for the identification, wise use and management of *cultural heritage resources*.

## **12.2 HERITAGE REGISTER**

- 12.2.1 The Township, in consultation with the Heritage Advisory Committee, will prepare, publish and periodically update a Heritage *Register* of the Township's *cultural heritage resources*. The *Heritage Register* will include:

- a) Properties that are designated under the Ontario Heritage Act;
- b) Properties that are protected by a heritage easement or covenant under the Ontario Heritage Act;
- c) Properties that are identified by the Grand River Conservation Authority or in Regional, provincial or federal heritage inventories; and
- d) Non-designated properties that have been identified as having cultural heritage value or interest.

- 12.2.2 The Township, in consultation with the Heritage Advisory Committee, will determine what *cultural heritage resources* should be included on the *Heritage Register*. In order to be included on the *Heritage Register* a *cultural heritage resource* must satisfy at least two of the following criteria:

- a) It dates from an early time period in the development of the Township;
- b) It is a good, representative example of the work of an outstanding local, regional, provincial, national or international architect, engineer, builder, designer, landscape architect, interior designer, craftsman, or sculptor;
- c) It is associated with a person who is recognized as having made a significant contribution to the Township's social, cultural, political, economic, technological or physical development or as having materially influenced the course of local, regional, provincial, national or international history;
- d) It is directly associated with an historic event which is recognized as having local, regional, provincial, national or international importance;
- e) It is an example and illustration of the Township's social, cultural, political, economic or technological development history;
- f) It is a representation of construction methods now rarely used;
- g) It is a representative example of its architectural style or period of building;
- h) It is an outstanding example of architectural design;
- i) It terminates a view or otherwise makes an important contribution to the landscape or streetscape of which it forms a part;
- j) It is generally well recognized as a historic Township landmark;
- k) It is an example of outstanding historic interior design;
- l) It is an example of a rare or otherwise important historic feature of good

- urban design or landscaping, or streetscaping;
- m) It makes an important contribution to the urban/rural composition given its unique aesthetic or picturesque qualities; or
- n) It meets other criteria established or accepted by the Province.

12.2.3 The Township will encourage the preservation, restoration and integration of *cultural heritage resources* into the design of new development.

### **12.3 DESIGNATION OF CULTURAL HERITAGE RESOURCES**

12.3.1 The Township, in consultation with its Heritage Advisory Committee, will regulate the demolition, removal or alteration of buildings of historic and architectural interest or value included in the *Heritage Register*. For these purposes Council may:

- a) Pass By-laws to designate properties including buildings or structures of historic and architectural interest or value; and will not permit the demolition, removal or alteration of these buildings or structures, pursuant to the Ontario Heritage Act;
- b) Pass By-laws providing for the acquisition by purchase, lease or otherwise of any property or part thereof, designated in accordance with Section 12.3.1 a), or for the expropriation of any such property;
- c) Protect the *cultural heritage resource* by entering into any easement agreement or covenant with the owner of a designated property, or register and enforce any easement or covenant with the land registry office against a designated property, in accordance with Section 12.3.1 a); or
- d) Designate areas of architectural and historic significance as Heritage Conservation Districts, pursuant to the Ontario Heritage Act. The features that give the area its distinctive character and contribute to the area's merit as a Heritage District will be preserved. These may include the placement and relationship of buildings, the scale and character of the building groups, the architectural details of the buildings, natural areas, vistas and streetscapes and the unique historical, social or cultural association of the area.

12.3.2 Heritage Conservation Districts may include, but are not limited to areas where:

- a) A significant number of the building sites, structures, and landscapes reflect an aspect of the history of the community by nature of location and historical significance and/or socio-cultural context of the setting;
- b) A significant number of the buildings are of a style or architecture or a method of construction to be significant historically or architecturally at a local, regional, provincial, national or international level;

- c) Other important physical, archaeological, environmental, cultural or aesthetic characteristics that in themselves do not constitute sufficient grounds for the designation of a Heritage Conservation District, but which lend support in evaluating the criteria for designation; or
- d) An area of special association that is distinctive within the Township and, as a result, contributes to the character of the entire community.

## 12.4 CULTURAL HERITAGE IMPACT ASSESSMENTS

12.4.1 A *Cultural Heritage Impact Assessment* will be required by the Township for any proposed *development* or *site alteration* that includes or is *contiguous* to a property designated under the Ontario Heritage Act or that includes a non-designated *cultural heritage resource* that is identified in the *Heritage Registry*. The Township, in consultation with the Heritage Advisory Committee, may scope or waive the requirement for a *Cultural Heritage Impact Assessment* where the scale and nature of the proposed *development* is such that no useful purpose would be served by the completion of the *Cultural Heritage Impact Assessment*. The Township will consider conservation alternatives for any proposed *development* in the following order of preference:

- a) Rehabilitate and incorporate the *cultural heritage resource* and its surrounding context into the proposed *development*;
- b) Recognize and incorporate the *cultural heritage resource* and its surrounding context into the proposed *development* in a manner which does not conflict with the *cultural heritage resource*;
- c) Promote the use of scale and design in new developments which blends harmoniously with existing heritage resources;
- d) Promote the re-use of the resource, building, or building elements where the heritage resource cannot be *conserved* intact; and
- e) Require, prior to approving a *development application* that would result in the destruction of a heritage resource, that the applicant provide measured drawings, a land use history, photographs and other available documentation of the heritage feature in its surrounding context and, if feasible, relocate the *cultural heritage resource*.

12.4.2 *Cultural Heritage Impact Assessments* will include, but may not be limited to:

- a) Historical research, site analysis and evaluation;
- b) Identification of the *significance* and heritage attributes of the *cultural heritage resource*;
- c) Description of the proposed *development* or *site alteration*;
- d) Assessment of *development* or *site alteration* impacts;
- e) Consideration of alternatives, mitigation and conservation methods;
- f) Schedule and reporting structure for implementation and monitoring; and

g) A summary statement and conservation recommendations.

12.4.3 Where a *Cultural Heritage Impact Assessment* relates to a *cultural heritage resource* of Regional interest, the Township will ensure a copy of the assessment is circulated to the Region for review. In this situation, the *Cultural Heritage Impact Assessment* submitted by the applicant will be completed to the satisfaction of both the Township and the Region.

12.4.4 Where a *development application* includes, or is adjacent to, a cultural heritage resource of Regional interest which is not listed on the *Heritage Registry*, the applicant will be required to submit a *Cultural Heritage Impact Assessment* to the satisfaction of the Region.

12.4.5 The Township will encourage measures which enhance public appreciation and visibility of heritage features.

12.4.6 The Township, where feasible, will facilitate the restoration, rehabilitation, use and maintenance of *cultural heritage resources* located within public open space for any purpose compatible with the existing or proposed function of the public space.

12.4.7 The Township will assess the impact of proposed road construction, improvements and other public works *abutting cultural heritage resources* identified in the *Heritage Registry* and provide in the project design for the mitigation of any negative impacts.

12.4.8 The Township will consider the interests of First Nations and Métis communities in conserving cultural heritage and *archaeological resources*.

## **12.5 ARCHAEOLOGICAL RESOURCES**

12.5.1 During the review of *development applications* and/or *site plans*, the Township and/or the Region will require the applicant to submit an *archaeological assessment* conducted by a licensed archaeologist in accordance with the provisions of the Regional Archaeological Implementation Guideline following the Ministry of Tourism, Culture and Sport Standards and Guidelines, to the satisfaction of the Province, where *archaeological resources* and/or areas of *archaeological potential* have been identified in the Region's Archaeological Master Plan.

12.5.2 Where an *archaeological assessment* identifies a *significant archaeological resource*, the Township will require the applicant to *conserve* the *significant archaeological resource* by:

- a) Ensuring the site remains undeveloped and, wherever appropriate, designated as Open Space in this Plan; or
- b) Removing the *significant archaeological resource* from the site by a licensed archaeologist, prior to site grading or construction.

## **12.6 CEMETERIES AND BURIAL PLACES**

12.6.1 All licensed, private, abandoned or legally closed cemeteries will be included in the Township's *Heritage Register* and will be encouraged to be retained as close to their original condition and location as possible, or restored.

12.6.2 Where burial places are encountered during any excavation activity, the provisions of the Cemeteries Act and its regulations will apply.

## **12.7 CULTURAL HERITAGE LANDSCAPE**

*Cultural heritage resources* are the inheritance of natural and cultural assets that give people a sense of place, community and personal identity. Continuity with the past promotes creativity and cultural diversity. The Township has a rich and diverse heritage, including distinctive cultures, traditions, festivals, artisans and craftspeople, landmarks, landscapes, properties, structures, burial sites, cemeteries, natural features and *archaeological resources*. These resources provide an important means of defining and confirming a regional identity, enhancing the quality of life of the community, supporting social development and promoting economic prosperity.

The Township is committed to *conserve* this heritage will endeavour to research and create an inventory of potential *cultural heritage landscapes*, which will be further considered to determine if the landscapes warrant protection and designation as Significant *Cultural Heritage Landscapes*.

12.7.1 The Township will ensure that local *cultural heritage resources* are *conserved* using the provisions of the Heritage Act, the Planning Act, the Environmental Assessment Act, the Cemeteries Act and/or the Municipal Act.

12.7.2 All locally significant *Cultural Heritage Landscapes* will be identified through an amendment to this Plan.

12.7.3 The Township may establish guidelines outlining the criteria and processes the Township will follow to identify and *conserve cultural heritage resources* of local

interest. These guidelines will help to identify *Cultural Heritage Landscapes*, and for documenting each individual landscape through a Cultural Heritage Conservation Landscape Plan that will include:

- a) A statement of significance;
- b) A listing of the *cultural heritage resources* and attributes being *conserved* within the *Cultural Heritage Landscape* through the use of existing planning tools, such as Heritage Act designations, listings on the Municipal Register, official plan policies, secondary plans and Zoning By-laws; and
- c) Recommendations for additional conservation measures.

12.7.4 The Township will *conserve* and protect designated *Cultural Heritage Landscape* through a detailed Conservation Plan.

12.7.5 *Development* in or near an identified potential or designated *Cultural Heritage Landscape* will be required to complete a *Cultural Heritage Impact Assessment* in accordance with the Township Guidelines and Section 12.7.6 below.

12.7.6 Where a *Cultural Heritage Impact Assessment* is required:

- a) Where the *cultural heritage resource* is of Regional interest, the Township will ensure that a copy of the assessment is circulated to the Region for review. In this situation, the *Cultural Heritage Impact Assessment* submitted by the owner/applicant will be completed to the satisfaction of both the Region and the Township.
- b) It must include:
  - i) Historical research, site analysis and evaluation;
  - ii) Identification of the significance and heritage attributes of the cultural heritage resource;
  - iii) Description of the proposed *development* or site alteration;
  - iv) Assessment of *development* or site alteration impacts;
  - v) Consideration of alternatives, mitigation and conservation methods;
  - vi) Schedule and reporting structure for implementation and monitoring; and
  - vii) A summary statement and conservation recommendations
- c) Conservation recommendations will, wherever feasible, aim to *conserve cultural heritage resources* intact by:

- i) Recognizing and incorporating heritage resources and their surrounding context into the proposed *development* in a manner that does not compromise or destroy the heritage resource;
  - ii) Protecting and stabilizing built heritage resources that may be underutilized, derelict, or vacant; and
  - iii) Designing *development* to be physically and visually compatible with, and distinguishable from, the heritage resource.
- d) Where it is not feasible to *conserve a cultural heritage resource* intact in accordance with these policies, the conservation recommendations will:
- i) Promote the reuse of the resource, building, or building elements to preserve the resource and the handiwork of past artisans; and
  - ii) Require the owner/applicant to provide measured drawings, a land use history, photographs and other available documentation of the *cultural heritage resource* in its surrounding context.
- e) *Cultural Heritage Impact Assessments* may be scoped or waived by the Region or the Township as applicable.

12.7.7 The Township will work in conjunction with the Region of Waterloo in the designation of any Locally or Regionally significant *cultural heritage landscapes*.

12.7.8 *Development* within the Township must conform to the Heritage Conservation Policies of Chapter 3 of the Regional Official Plan.

## **12.8 WEST MONTROSE CULTURAL HERITAGE LANDSCAPE (CHL) POLICY AREA**

### **12.8.1 INTRODUCTION**

The Township recognizes that Ontario's long-term prosperity, environmental health, and social well-being depend on protecting natural heritage, water, agricultural, mineral and cultural heritage and *archaeological resources* for their economic, environmental and social benefits. It is the intent of this Section of the Official Plan to provide the basis for conserving the *cultural heritage resources* of the West Montrose Cultural Heritage Landscape ("West Montrose CHL"). In this regard, this Official Plan Amendment recognizes that the West Montrose CHL as shown on Map 12.1 (WM-CHL) is significant because it is valued for the important contribution it makes to our understanding of the history of a place, a series of events, and a people.

The recognition and conservation of significant *cultural heritage landscapes* will take place in accordance with the Provincial Policy Statement and the Regional Official Policies Plan.

The West Montrose CHL is a defined geographical area of heritage significance which has been modified by human activities and is valued by the community. It is made up of a

grouping of individual heritage features that together form a significant type of heritage form, distinctive from that of its constituent attributes or parts. In this regard, the West Montrose CHL recognizes the following historic themes:

- Pioneer Settlement – Scottish and Mennonite settlement of Woolwich Township
- Transportation – Bridges; and
- Lifeways – Old Order Mennonite Culture.

The detailed and specific boundaries of the West Montrose CHL are shown on Map 12.1 immediately following this Section.

The Character Defining Attributes of the West Montrose CHL consist of:

- The West Montrose Covered Bridge;
- 19<sup>th</sup> century stone cottages (245 Hill Street, 1238 and 1242 Rivers Edge Drive);
- The three school locations including the first location at 245 Hill Street, the location in the floodplain next to the bridge, and the two-room stone schoolhouse c. 1874 (1060 Rivers Edge Drive);
- Swope House, old stone house (52 Hill Street);
- Former Blacksmith shop, gas station, and 19<sup>th</sup> century Victorian house, former B&B (5 Covered Bridge Drive);
- West Montrose United Church and Cemetery, c. 1907;
- Winterbourne Mennonite Meeting House and Cemetery (Letson Drive);
- Gole Park (former blacksmith shop, 15 Covered Bridge Dr.);
- Grand River, its valley and floodplain;
- Canagagigue Creek and valley;
- Views of the river valley and Covered Bridge from Regional Road 86, views of the river valley and Covered Bridge from Jigs Hollow Road, views of the village from Letson Dr (at Rivers Edge), Hill Street, Rivers Edge Drive and Covered Bridge Drive, views of the rural area from Letson Drive, Hill Street and Jigs Hollow Road;
- Lotting pattern in rural area associated with German Company Tracts;
- Organic lotting pattern within the village;
- The private buggy bridge;
- River's Edge Drive, Hill Street, Covered Bridge Drive, Letson Drive and Buggy Lane in terms of the transportation theme;
- The General Store (12 Covered Bridge Drive);
- The storage sheds on the east side of the river just north of the Covered Bridge;
- Farming on the rural lands (such as the farm building clusters, open fields);
- Views and viewsheds associated with these identified Character Defining Attributes.

## 12.8.2 OBJECTIVE

- a) To *conserve* the West Montrose CHL in such a way its heritage values, attributes and integrity are retained.
- b) To promote the awareness, appreciation and enjoyment of the West Montrose CHL.

## 12.8.3 POLICIES

### 12.8.3.1 Review of Development Applications

All *development* proposed within and in the vicinity of the West Montrose CHL will be reviewed to determine whether the heritage values, attributes and integrity of the CHL will be retained. What constitutes “vicinity” is recognized to be a function of the type of *development* being proposed, the size of the development, its distance from the CHL and the likelihood that it will have impacts on the CHL. In order for the Township to determine whether the heritage values, attributes and integrity of the CHL will be retained the Township may require a proponent to provide a *Cultural Heritage Landscape Impact Assessment*.

- a) Where it is determined that a CHL Impact Assessment should be prepared, the Impact Assessment will be prepared by a qualified professional with expertise in *cultural heritage landscape* studies and will contain the following:
  - i) A description of the proposed development;
  - ii) A description of the *cultural heritage landscape* attributes that will be affected by the *development*. In this regard reference should be had to, but not necessarily limited to, the Township of Woolwich’s West Montrose Cultural Heritage Landscape Study and other heritage investigations undertaken by the Township. An applicant is encouraged to consult with the Township concerning available information;
  - iii) A description of the impact the proposed *development* upon the cultural heritage attributes of the CHL;
  - iv) A description of the extent to which mitigation may reduce the adverse impacts of the proposed *development* on the attributes of the CHL; and
  - v) A description of the extent of impact after mitigation of the proposed *development* on the attributes of the CHL.

The CHL Impact Assessment shall demonstrate how the significant *cultural heritage landscape* shall be protected in such a way that its heritage values, attributes and integrity are retained.

### 12.8.3.2 Definitions

For the purposes of Section 12.8:

- a) “Development” will mean the creation of a new lot, a change in land use, or the construction of buildings and structures requiring approval under the Planning Act.
- b) “Conserve” “conserved”, “conservation” will mean “the identification, protection, use and/or management of cultural heritage and *archaeological resources* in such a way that their heritage values, attributes and integrity are retained. This may be addressed through such mechanisms as a conservation plan or heritage impact assessment.
- c) “Significant features” will mean a heritage feature that has been determined to be important to maintaining the integrity of the CHL as a significant heritage landscape. Significant features may include structures, views and viewsheds, pathways, and the natural environment.

### 12.8.3.3 Lot Creation

Lot creation will ensure conservation of the CHL and refusal of an application may be necessary in order to provide for this conservation. Lot size, configuration and location, building envelopes and building massing, setbacks, height restrictions, and similar aspects will also be considered in order to ensure conservation of the *cultural heritage landscape*.

### 12.8.3.4 Property Listing and Designation

Buildings and structures that constitute character defining elements of the West Montrose CHL will be listed under the Heritage Act and landowners will be encouraged to co-operate in the designation of these building and structures under the Heritage Act.

### 12.8.3.5 Consideration of Reduction of Setbacks and Similar Regulations

Where significant character defining elements or designated heritage properties must be replaced due to age, fire or forces of nature, relief from building setbacks, height restrictions or other condition that would otherwise change the new structure’s location or historic form will be considered to allow reconstruction on the original building footprint and in the original building form.

#### 12.8.3.6 Awareness, Appreciation and Enjoyment

The Township will encourage the awareness, appreciation and enjoyment of the West Montrose CHL through such activities as signage programs, tours, brochures and electronic media, and will seek opportunities to partner with local community groups in these activities.

#### 12.8.3.7 Further Investigations

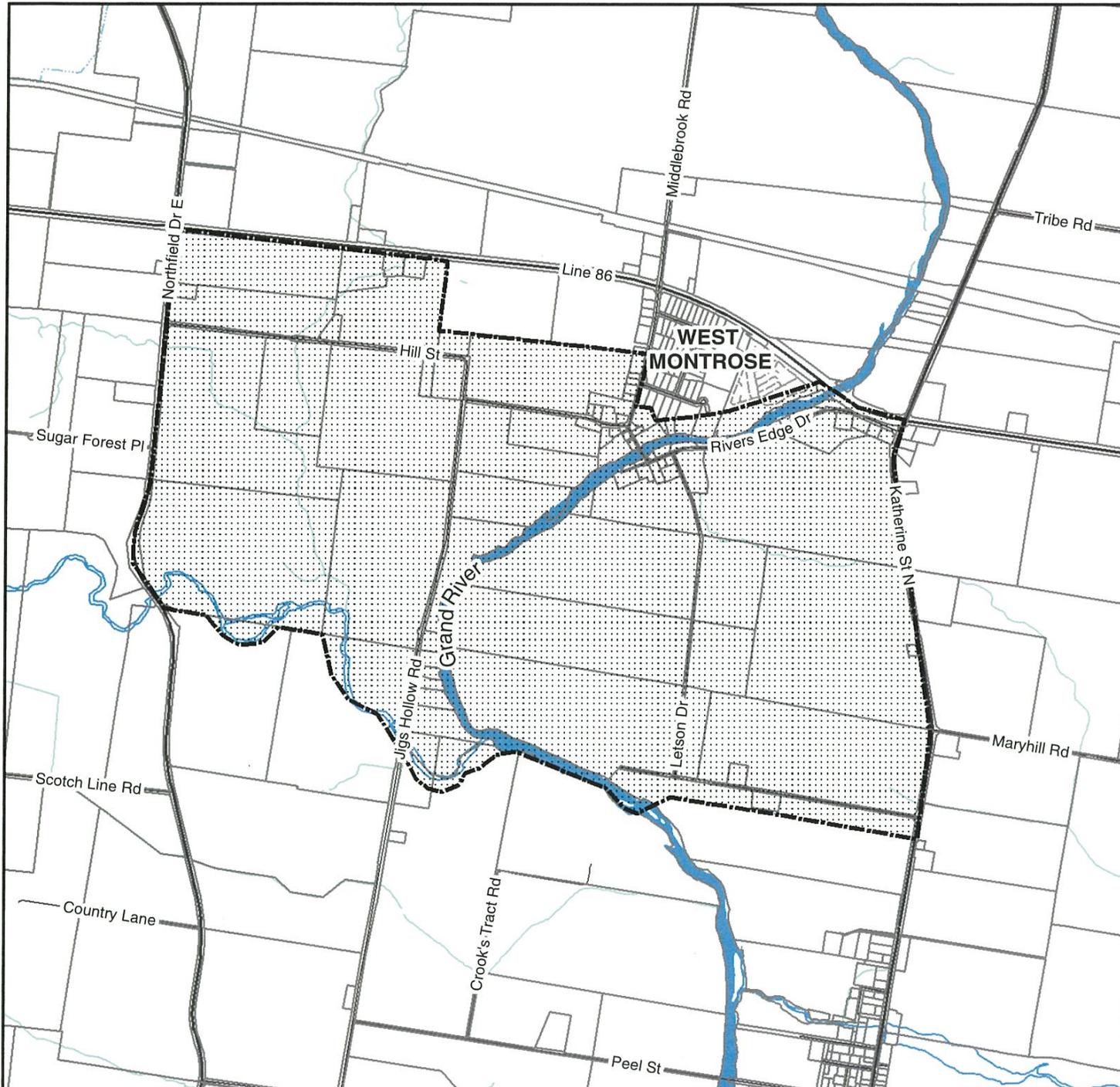
The Township will continue to investigate the West Montrose CHL to identify any additional attributes, including additional views and view sheds that may exist in the Policy Area.

#### 12.8.3.8 Conservation / Conservation Plan

Conservation within the West Montrose CHL will generally be addressed in the following manner:

- a) The West Montrose CHL shall be *conserved*;
- b) *Development* within the West Montrose CHL will not be permitted unless it has been demonstrated that the heritage values, attributes and integrity of the West Montrose CHL will be *conserved*; and
- c) A Conservation Plan will be developed which in part shall articulate how these significant features are to be retained.

The Township has prepared a Conservation Plan for the West Montrose CHL, which is attached as Appendix VII, which contain a more detailed description of character defining elements and has more detailed methods for the protection of these character defining elements. The Conservation Plan is intended to provide details on the overall history and context (what and why etc.) about the character defining elements to better understand what is being *conserved* and how that can be achieved. As such, decisions with respect to *development* in the West Montrose CHL will be guided by the Conservation Plan attached as Appendix VII to this Plan.



**MAP 12.1**  
**Township of Woolwich**  
**West Montrose**  
**Cultural Heritage**  
**Landscape (MW-CHL)**

**Legend**

-  West Montrose CHL
-  Property Lines
-  Provincial Highway
-  Regional Road
-  Township Road
-  Private Lane
-  Township Boundary



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Township of Woolwich  
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