

REPORT
1993 May 03

CITY OF BURNABY

HERITAGE ADVISORY COMMITTEE

HIS WORSHIP, THE MAYOR
AND COUNCILLORS

RE: BURNABY HERITAGE PLAN

RECOMMENDATIONS:

1. THAT Council approve the Burnaby Heritage Plan process as outlined in the attached report.
2. THAT Council approve the allocation of \$7,500 from the Heritage Advisory Committee budget to develop Phase I - Heritage Strategy of the Heritage Plan.
3. THAT Council authorize staff to issue a letter of intent to the B. C. Heritage Conservation Branch, Ministry of Tourism and Ministry Responsible for Culture, for financial assistance under the Heritage Planning Process.

REPORT

The Heritage Advisory Committee, at its meeting of 1993 April 28, adopted the attached report outlining a process for implementation of the Burnaby Heritage Plan. The Committee is now seeking Council's concurrence with this process and approval to initiate development of Phase I of the Plan.

Respectfully submitted,

Councillor D. Lawson,
Chair

Members:

Mrs. M. Canessa
Mr. A. Diamond
Mr. D. Johnston
Mrs. P. McGeachie
Mr. H. Pride
Ms. R. Richards
Mr. J. Ross

Councillor D. P. Drummond,
Member

COPY - CITY MANAGER
- DIRECTOR FINANCE
- DIRECTOR PLNG. & BLDG.
- DIRECTOR REC. & CULT. SERVICES

C I T Y O F B U R N A B Y

TO: HERITAGE ADVISORY COMMITTEE 1993 APRIL 22
FROM: ACTING DIRECTOR PLANNING AND BUILDING OUR FILE: 10.340
SUBJECT: BURNABY HERITAGE PLAN
PURPOSE: TO OUTLINE A PROCESS FOR THE BURNABY HERITAGE PLAN

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RECOMMENDATIONS:

1. THAT the Heritage Advisory Committee approve the Burnaby Heritage Plan process as outlined in this report and seek the concurrence of Council.
2. THAT the Heritage Advisory Committee approve the allocation of \$7,500 to develop Phase I - Heritage Strategy of the Heritage Plan and seek the concurrence of Council.
3. THAT the Heritage Advisory Committee request Council to authorize staff to issue a letter of intent to the B.C. Heritage Conservation Branch, Ministry of Tourism and Ministry Responsible for Culture, for financial assistance under the Heritage Planning Program.

R E P O R T

1.0 BACKGROUND

In 1991 the Heritage Advisory Committee and Council approved the goal and objectives of the Burnaby Heritage Plan. The purpose of initiating the plan is to provide a framework for identifying and addressing heritage issues and concerns in the city. Developed primarily through consultation with Burnaby's residents this plan will identify heritage resources important to the community and achieve consensus on the various means available to conserve them.

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Initiated through "Community Pride Workshops", held in 1989, the Committee has identified many concerns regarding the conservation of City's heritage. These have formed the basis for developing a working statement of objectives in order to achieve the goal of preparing a Heritage Plan. The first accomplishment of this strategy was the development, adoption and implementation by Council of the City Heritage Policy for city-owned buildings and sites. The Burnaby Heritage Plan will be formulated as a city planning document with the Heritage Advisory Committee serving as the steering committee for the project. The policies which arise from the Burnaby Heritage Plan will in turn be incorporated within Burnaby's official community plan.

The Goal and Objectives for the Burnaby Heritage Plan are:

GOAL: To provide a framework for managing Burnaby's heritage resources as part of the community planning process.

OBJECTIVES: To achieve the Goal of managing Burnaby 's heritage through the establishment of:

1. A City Heritage Policy to promote heritage conservation by the City of Burnaby through the stewardship of city-owned heritage properties. The City Heritage Policy was adopted by Council 1991 July 08.
2. Policies and procedures for administering the preservation of resources with the City for the guidance of Council, Heritage Advisory Committee, Parks and Recreation Commission, other city committees, and staff.
3. A process of ongoing public involvement to promote an increased awareness of heritage issues and provide a public forum in order to establish priorities.
4. A detailed heritage inventory to assist in identifying and managing Burnaby's resources.
5. Procedures to make use of enabling legislation contained within the Municipal Act, Heritage Conservation Act and any subsequent legislation to manage the heritage resources in Burnaby.
6. A financial program with incentives to preserve heritage resources in Burnaby and support heritage activities.

7. An implementation strategy for a Heritage Resource Management Policy.
8. An interpretation plan and education program to promote recognition and understanding of heritage resources in the community.

2.0 THE BURNABY HERITAGE PLAN PROCESS

Since the implementation of the Burnaby's City Heritage Policy the B.C. Heritage Conservation Branch has developed new planning guidelines for communities which would like to prepare a comprehensive Heritage Plan to manage their heritage resources as part of the community planning process. This new three phase approach is tied to matching funds that may be approved as the plan is developed. The following process has been developed to accommodate these guidelines and the objectives of Burnaby's Heritage Advisory Committee.

(See attached flow diagram Figure 1)

2.1 Phase I - Heritage Strategy

As part of the new funding program every community must undertake a "Heritage Strategy" before it can apply for funding to undertake Phase II - Heritage Management Plan.

Goals for Phase I

The Heritage Strategy must clearly:

- o Review and analyze the current situation.
- o Outline a vision for the future of Burnaby's heritage.
- o Set goals and objectives.
- o Identify the programs and strategies that might be used to achieve the objectives.
- o Define the information needs.
- o Include a public review process.

Process for Phase I

The process for Phase I begins with this report which will provide the outline for a funding application to the B.C. Heritage Conservation Branch (H.C.B.). After review by the H.A.C. and approval by Council the application will be completed and forwarded to the H.C.B.. After funding approval the process will begin with a City Workshop which is intended to include members of city committees, the Parks and Recreation Commission, Council and staff who will review the process and enable a draft Heritage Strategy document to be formulated.

This document will be brought before a Public Workshop which will include representatives from local community groups, previous "Community Pride" participants and interested individuals. In this workshop the draft Heritage Strategy document will be reviewed in some detail to develop and refine proposals. Finally, the revised document will be sent to the H.A.C. and Council for review and adoption.

2.2 Phase II - "Heritage Management Plan"

The completed Heritage Strategy document will be used primarily as a guide for Phase II and to seek funding approval from the Heritage Conservation Branch.

Goals for Phase II

The final Heritage Management Plan must clearly state:

- o A statement of final goals, objectives, policies, procedures and initiatives which will be followed to implement the plan.
- o A description of what Provincial funding programs might be used to implement the plans and the proposed sequencing.
- o A description of the information collected, and how it will be stored, retrieved and updated.
- o A summary of how the public participation process was undertaken.
- o A description of how the heritage management plan will be integrated into other aspects of community planning.

Process for Phase II

The "Heritage Management Plan" begins with a series of studies which will explore Burnaby's history and heritage resources. An integral part of this process will be public consultation with neighbourhoods, community groups and individuals to seek local information and input about specific heritage sites and areas in each part of Burnaby. The outcome of this intensive inventory and research work will be a draft Heritage Management Plan which will be brought before the H.A.C. and Public Workshops to seek a consensus on the document's content. The final plan will be forwarded to Council for review and adoption.

2.3 Phase III - "Work Plan"

The intention of Phase III is to provide a Work Plan for the city to follow in order to implement the recommendations contained within the Heritage Management Plan.

Goals for "Work Plan"

The Work Plan should clearly define:

- o An implementation plan with an achievable schedule.
- o A description of measures which can be used to evaluate the effectiveness of the plan.

Process for Phase III

The recommendations from the "Heritage Management Plan" will be reviewed by the Heritage Advisory Committee and staff to determine an achievable schedule of implementation. This draft document will be reviewed by a City Workshop group to ensure that the "Work Plan" has an achievable schedule of implementation within the scope of the City's departments, committees and commissions. The completed Work Plan will be forwarded ultimately to Council for review and adoption. In order to enable the successful operation of the Work Plan it is proposed that it be reviewed on an annual basis by the Heritage Advisory Committee and Council.

4.0 SCHEDULE

The Heritage Conservation Branch is receiving applications in April, 1993 to begin the Heritage Planning Program. This would be an opportune time to initiate the Burnaby Heritage Plan, as grants are processed on a first come, first served basis. It is anticipated that Burnaby can initiate Phase I of the process immediately following the grants approval and complete this phase by June, 1993.

A detailed schedule for Phases II & III will be developed in discussion with the Heritage Advisory Committee. Staff tentatively believe that the complete process will take 12 to 15 months.

5.0 BUDGET

In anticipation of the Burnaby Heritage Plan being undertaken in 1993 Council allocated \$58,000.00 in the Heritage Advisory Committee's budget.

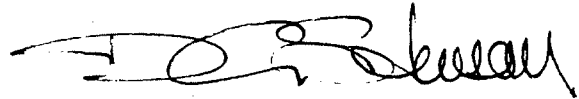
Expenses related to the completion of the Phase I "Heritage Strategy" report including city and public workshops, display materials, printing of brochures & reports, advertising, and staff time is estimated to be about \$15,000.00. As the Heritage Conservation Branch will provide a grant of up to \$7,500.00 on a 50/50 cost share basis to complete the Heritage Strategy the cost to the city is also estimated at \$7,500.00.

The Heritage Conservation Branch will also provide funding up to a maximum of \$40,000.00 to complete the Phase II "Heritage Management Plan" on a 50/50 cost share basis. An application for this grant will be made at the time of Council's approval of Phase II.

It is the intention of the Planning & Building Department to utilize existing information and staff expertise to complete this work. When it is necessary to conduct the inventory of Burnaby's heritage resources the allocation of the budget for additional work will be identified at that time. It will be necessary to recognize the need for ongoing priority setting to accommodate the Heritage Plan work.

6.0 CONCLUSION

The intent of the Burnaby Heritage Plan process is to identify Burnaby's heritage and the methods available to conserve these resources in the planning and decision-making process. Upon completion of the Heritage Plan Burnaby will have developed an effective process to manage those features which have contributed to our unique sense of place.



D. G. Stenson
Acting Director
Planning & Building

BR/JW:lf

Attach.

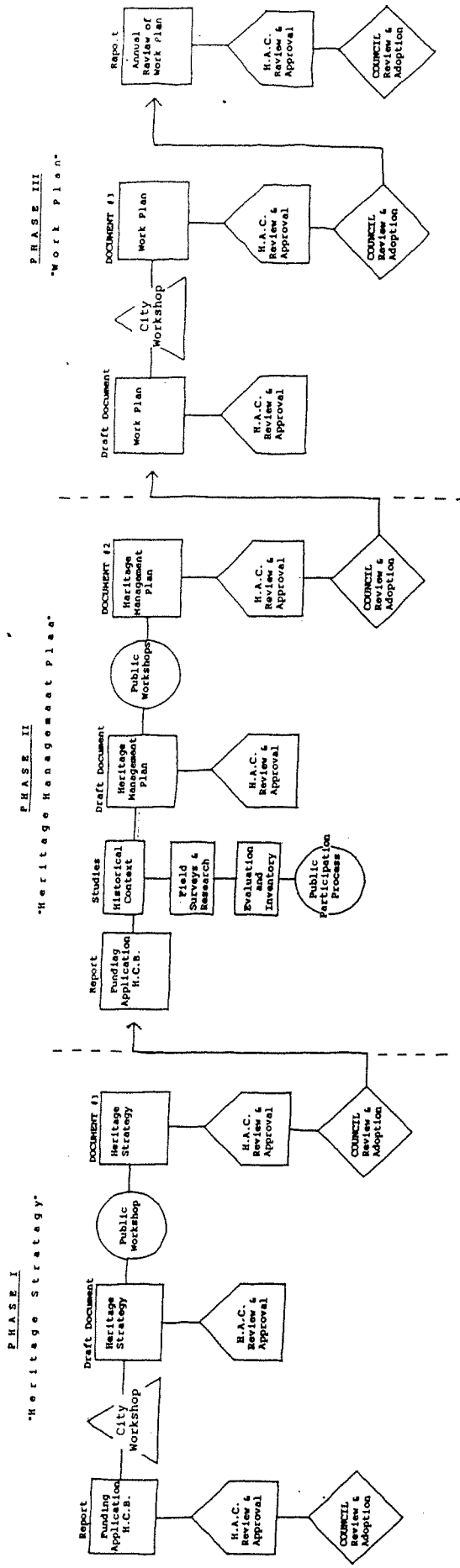


Fig. 1 BURNABY HERITAGE PLAN PROCESS

