Cultural Heritage Impact Assessment

PURPOSE:

This document provides guidance for the completion of a Cultural Heritage Impact Assessment, which may be required for the submission of an application under the *Planning Act*. The requirement of a Cultural Heritage Impact Assessment may also be triggered by a process under the *Ontario Heritage Act*, including a Heritage Permit Application or a requirement of giving Notice of Intention to Designate a property listed on the Municipal Heritage Register. All Cultural Heritage Impact Assessments shall follow the guidelines referenced in this document.

A Cultural Heritage Impact Assessment provides information that documents a clear and traceable evaluation of the effects of a proposed new development or redevelopment on cultural heritage resources and/or their setting (built heritage resources and cultural heritage landscapes). A Cultural Heritage Impact Assessment assists staff in the evaluation of development and heritage permit applications, including the determination of compliance with cultural heritage policies. If there are demonstrated adverse effects, the Cultural Heritage Impact Assessment must describe how the adverse effects can be minimized, mitigated, or avoided. The primary goal of a Cultural Heritage Impact Assessment is to ensure that the cultural heritage value of on-site or adjacent heritage resources are conserved.

Cultural Heritage Impact Assessments (CHIAs) are required for the following scenarios:

Properties designated under or adjacent to those designated under the *Ontario Heritage Act*;

Properties included on or adjacent to those listed on the Municipal Heritage Register;

If a proposal affects a known archaeological site or area of high archaeological potential;

Areas for which a cultural heritage conservation plan statement exists; or,

Properties included in cultural heritage landscapes listed on the Municipal Heritage Register.

PREPARED BY:

All Cultural Heritage Impact Assessments and related plans or studies must be prepared by a qualified professional with demonstrated experience in the heritage field, typically demonstrated by membership and good standing in the Canadian Association of Heritage Professionals (CAHP) and/or the Ontario Professional Planners Institute (OPPI). The qualified professional should not be the project architect or any other professional with a stake in the proposed development.

CONTENTS:

A Cultural Heritage Impact Assessment must follow the City's approved Cultural Heritage Impact Assessment Guidelines.

The content of a Cultural Heritage Impact Assessment may be scoped at the discretion of Cultural Heritage Planning staff. Applicants should speak with staff first before engaging a consultant or beginning the Cultural Heritage Impact Assessment process. The Cultural Heritage Impact Assessment should contain the following sections as described in more detail within the City's approved Cultural Heritage Impact Assessment Guidelines:

1. Introduction to the Development/Project.

PART A: Cultural Heritage Evaluation;

2. Background Research and Analysis.

3. Cultural Heritage Evaluation.
4. Statement of Significance.

PART B: Assessment of Impacts

5. Description of Proposed Development or Site Alteration.
6. Impact of Proposed Development or Site Alteration.
7. Alternatives or Mitigation Measures.
8. Conservation Strategy.
9. Conclusions and Recommendations.
10. Qualifications of the Author.
11. Cited Materials.

OTHER INFORMATION:

Cultural Heritage Impact Assessment Guidelines and Checklist:

Heritage Policies and Guidelines | City of Hamilton

The Canadian Association of Heritage Professionals member listing:

https://cahp-acecp.ca/membership-account/directory/

REVIEWED AND APPROVED BY:

The Hamilton Municipal Heritage Committee (Development Applications under the *Planning Act*)

Heritage Permit Review Subcommittee (Heritage Permit Applications under the *Ontario Heritage Act)*

Cultural Heritage Planning, Planning and Economic Development Department

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