

**COLLINS HERITAGE CONSERVATION DISTRICT PLAN**  
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# HERITAGE CONSERVATION PLAN COLLINS HERITAGE DISTRICT

## Chapter 1

### 1.1 Preamble

This revised Collins Heritage Conservation District Plan has been prepared in accordance with the provisions of the *Heritage Property Act*, Chapter 199 of the Revised Statutes, 1989. The Collins Heritage Conservation District Plan and By-law was originally approved by Council on April 10<sup>th</sup>, 1997. The Plan and By-law received approval from the Minister of the Department of Housing and Municipal Affairs on July 31<sup>st</sup>, 1997 and was filed at the Registry of Deeds on August 19<sup>th</sup>, 1997. Council began a review of the Collins Heritage Conservation District Plan and By-law in 2010. It is the intent of this revised Plan and By-law to build upon the strengths and to minimize the weaknesses of the original Plan and By-law to ensure developments are sympathetic and compatible with the cultural and architectural values of the district.

### 1.2 Review Process

The review process followed the established Public Participation program, in keeping with the requirements of the *Heritage Property Act*. Council, through the Town's Heritage Advisory Committee, reviewed the existing Plan and By-law and drafted a preliminary revised Plan and By-law for property owner to review and provide comments. A questionnaire was developed and distributed to the property owners to help in the development of the revised Plan and By-law. The revised Plan and By-law was then submitted to Council for their approval through a Public Hearing process in keeping with the *Heritage Property Act*.

### 1.3 Purpose

The purpose of the Heritage Conservation District Plan is to provide a framework for making decisions that will protect, conserve and enhance the built environment of the District. The Plan will provide a guide for sensitive growth through sound and rational policies and by-law provisions. It is not the intent of this Plan to prohibit development or preserve the area in time, but rather to enable growth in a sensitive fashion.

## **1.4 Goals**

The following goals have been identified and are intended to serve as the basis for the development of more detailed policy objectives.

**1.4.1 The primary goal of this Plan is to protect, conserve and enhance the historical, cultural and architectural integrity of Yarmouth's built heritage through the establishment of a Collins Heritage Conservation District Plan and By-law.**

**1.4.2 The secondary goal of this Plan is to promote sensitive development, compatible with the Collins Heritage Conservation District, to enhance the historic quality of its architecture and its overall physical appearance.**

**1.4.3 In recognizing that the sum of its parts is just as, if not more important than the whole, it shall be a goal of this Plan to conserve each building's architectural features and to permit only those developments that are in keeping with each building's architectural style.**

## **1.5 Amendments to the Plan**

The Collins Heritage Conservation District Plan recognizes that the sum of its parts contributes greatly to the whole, aesthetically as well as architecturally. Therefore, the Plan is intended only to enable substantial alterations that are in keeping with and are reasonably consistent with the architectural style of each individual building. New buildings will be permitted provided their architecture is consistent with a recognized architectural style as outlined in the Collins Heritage Conservation District By-law.

As new situations arise, or where there is a change in values, attitudes, and/or needs of the Collins' community, the Plan will be reviewed. However, due to the costs associated with amending the Plan, Council will only consider amendments once in any three (3) year time frame. Notwithstanding, Council may consider an expansion to the District's boundaries at any time.

## **1.6 Amendments to the By-law**

The Collins Heritage Conservation By-law is the primary means for implementing policies of the Collins Heritage Conservation Plan. The By-law is more specific than the Plan and carries out the intentions of the Plan. However, due to the costs associated with amending the By-law, Council will only consider amendments once in any three (3) year time frame. Notwithstanding, Council may consider an expansion to the District's boundaries at any time.

## **1.7 Structure of the Collins Heritage Conservation Plan**

The primary contents of the Plan are the policy statements related to various heritage conservation issues. More detailed explanations on certain policies are also provided for clarity. The policy and the text working together provide a clear expression of the intent of the Plan. This is important when policy interpretation is required.

## **1.8 Property Owners as Stewards**

The intent of this Plan is to truly make it a “community” plan that has universal ownership by all property owners in the District. As stewards of the District each one has a role to play in its administration. Owners of the Plan will be encouraged to attend any public meeting associated with the administration of the Plan. However, ultimately, the provisions of the Collins Heritage Conservation District Plan and By-law as well as the provisions of the *Heritage Property Act* and its regulations will prevail in any and all circumstances arising from the administration of this Plan and By-law.

## **1.9 Streetscape Trees**

The streetscape trees throughout the District add to the aesthetics of the environment as one travels through. Trees provide shelter and shade and are an integral part of the District. Council intends to enhance the streetscape by undertaking a Tree Program to not only increase the number of trees but also to maintain a healthy tree foliage and canopy throughout the District. It shall be the intention of Council to replace any trees that are removed from the streetscape of the District.

## Chapter 2 The Background

### 2.1 Historical Context

The Town peaked as a seafaring Town by the late 1800's when the fishing and shipping industries emerged as the cultural and economic mainstream of the local area. Today, the Town's economic and cultural base has diversified into a regional centre, though the fishing industry is still considered the backbone of the local economy. Many homes were built using those crafts and construction techniques learned in the ship-building trade, which is evident in the exceptional details and finishes of the Town's architecture.

The Town of Yarmouth is fortunate to have many significant architectural styles remaining from the 19<sup>th</sup> century. These structures are strong reminders of the Town's prosperous past, especially those structures located within the Collins Street area. The Town intends to designate the Collins Street area as a conservation district as a means of retaining part of Yarmouth's historical, cultural and architectural past. The Collins Heritage Conservation District, located within the heart of the Town, clearly reflects the best of these early architectural styles. The homes were built in a variety of architectural styles such as the Four Square, Gothic Revival, New England Colonial, Second Empire, Italianate, Queen Anne Revival, Greek Revival, and the Scottish, English, German and Irish Vernacular styles.

### 2.2 Objectives

The following objectives have been identified for the Collins Heritage Conservation District:

**2.2.1 To recognize Yarmouth's historical, cultural and architectural past by designating the Collins Street area as the "Collins Heritage Conservation District" pursuant to the *Heritage Property Act*.**

**2.2.2 To recognize the Town's built and natural heritage as a valuable social and economic asset and, where possible, provide for its protection while encouraging its maintenance and upgrading.**

**2.2.3 To promote and develop the Collins Heritage Conservation District as a significant historical, cultural and architectural area.**

## **Chapter 3 Conservation District**

### **3.1 Preamble**

As previously stated, the primary goal of this plan is to protect, conserve and enhance the historical, cultural and architectural integrity of Yarmouth's past. The Collins Street area has been identified as one of the areas that best represents significant architectural elements of Yarmouth's past. As such, it shall be Council's intention to designate this area as the "Collins Heritage Conservation District".

The secondary goal of this Plan is the promotion of sensitive development which enhances the area's architectural quality - to conserve each building's architectural features and to permit only compatible developments in keeping with the building's architectural style. Therefore, it shall be the intention of Council to encourage only those sensitive compatible developments which do not adversely affect character-defining elements of each building's architectural style.

### **3.2 General Conservation Policies**

The following general conservation policies have been developed to implement Council's goals, objectives and intents with respect to the establishment of the Collins Heritage Conservation District:

**3.2.1 It shall be the intention of Council to designate the area roughly between Parade Street and Cliff Street in the North and South directions and roughly between Seminary Street and Second Street in the East and West directions respectively, as shown by the map in Schedule "A", as the Collins Heritage Conservation District.**

**3.2.2 It shall be the intention of Council to include a Collins Heritage Conservation District Map, Schedule "A" and Significant Alteration Regulations, Schedule "B", as part of this Plan.**

**3.2.3 It shall be the intention of Council that an amendment to this Heritage Conservation District Plan and its corresponding Schedules shall be required where any policy is to be changed, where any amendment to the Heritage Conservation District By-law would violate the intent of this Plan or where this Plan is in conflict with any applicable Provincial policies or regulations. All Heritage Conservation District Plan amendments shall be carried out in accordance with the *Heritage Property Act*. However, due to the costs**

**associated with amending the By-law, Council will only consider amendments once in any three (3) year time frame. Notwithstanding, Council may consider an expansion to the District's boundaries at any time.**

**3.2.4 It shall be the intention of Council that any amendments to this Collins Heritage Conservation District Plan and its corresponding Collins Heritage Conservation District By-law shall be carried out in accordance with the *Heritage Property Act*. However, due to the costs associated with amending the By-law, Council will only consider amendments once in any three (3) year time frame. Notwithstanding, Council may consider an expansion to the District's boundaries at any time.**

**3.2.5 It shall be the intention of Council to only consider amendments to the Collins Heritage Conservation District Map, Schedule "A" of this Plan as well as the Collins Heritage Conservation District Map, Schedule "A" of the Collins Heritage Conservation District By-law, where additions or deletions are immediately abutting the peripheries of the District's boundary lines so to ensure continuity and wholeness to the District's geographical area. The creation of geographical holes in the District's geographical area shall be prohibited.**

**3.2.6 It shall be the intention of Council to identify the Collins Heritage Conservation District and locate the area on a map as an "Architecturally Sensitive (A-S) Area" pursuant to the Town's Land Use By-law.**

**3.2.7 It shall be the intention of Council to encourage conservation improvements of buildings and sites within the Collins Heritage Conservation District.**

**3.2.8 It shall be the intention of Council to support the efforts of the Collins District residents in their endeavour to enhance and promote the area as a heritage conservation district.**

**3.2.9 It shall be the intention of Council to prohibit incompatible developments within the Collins Heritage Conservation District.**



**3.2.10 It shall be the intention of Council to develop a Collins Heritage Conservation District By-law containing provisions that encourage compatible developments that are architecturally sensitive to each building’s architectural style.**

**3.2.11 It shall be the intention of Council to include in the Collins Heritage Conservation District By-law the following schedules:**

<b>Schedule “A”</b>	<b>Collins Heritage Conservation District Map</b>
<b>Schedule “B”</b>	<b>Significant Alteration Regulations</b>
<b>Schedule “C”</b>	<b>Architectural Styles</b>
<b>Schedule “D”</b>	<b>Significant Alteration Principles</b>
<b>Schedule “E”</b>	<b>Fencing Regulations</b>
<b>Schedule “F”</b>	<b>Signage Regulations</b>
<b>Schedule “G”</b>	<b>Vegetation Guidelines</b>
<b>Schedule “H”</b>	<b>Certificate of Appropriateness Application Process</b>

**3.2.12 It shall be the intention of Council to enforce schedules which are “regulations” which shall be adhered to and not enforce schedules which are “guidelines” which may not necessarily be adhered to, but only serve as a guide or recommendation but not a stringent requirement.**

**3.2.13 It shall be the intention of Council to administer the Collins Heritage Conservation District Architectural Guidelines Booklet as only a “guideline” which may not necessarily be adhered to, but only serve as a guide or recommendation but not a stringent requirement.**

**3.2.14 It shall be the intention of Council to waive any fees associated with obtaining a Certificate of Appropriateness or a Certificate of Demolition - Removal.**

**3.2.15 It shall be the intention of Council to cover any costs associated with amending the Collins Heritage Conservation District Plan or By-law.**

**3.2.16 It shall be the intention of Council to enhance the streetscape by undertaking a Tree Program to not only increase the number of trees but also to maintain a healthy tree foliage and canopy throughout the District. It shall be the intention of Council to replace any trees that are removed from the streetscape of the District.**

## **Chapter 4**

### **Conservation and Development**

#### **4.1 Preamble**

Any significant alteration (see Schedule “B” Significant Alteration Regulations) within the Collins Heritage Conservation District shall require, prior to commencement, a Certificate of Appropriateness. The Certificate of Appropriateness ensures that the design of the proposal satisfies the intent of the Heritage Conservation District Plan and the requirements of the Heritage Conservation District By-law.

Any addition to or removal from any building (main or accessory) within the Collins Heritage Conservation District shall require a Public Hearing prior to the issuance of a Certificate of Appropriateness. The renovation to any existing building whether it is a main or accessory building may be issued a Certificate of Appropriateness without a Public Hearing provided all requirements of this Plan and its corresponding By-law, the Collins Heritage Conservation District By-law, are satisfied. Any application will also require a Public Information Meeting conducted by the Heritage Advisory Committee prior to the committee forwarding a recommendation to Council for first reading or otherwise prior to the issuance of a Certificate of Appropriateness by the Heritage Officer if no Public Hearing is required.

Any application for a Certificate of Appropriateness that does not require a Public Hearing shall require a Public Information Meeting conducted by the Heritage Advisory Committee. This will provide an avenue for discussion with the property owners of the District prior to the decision of the Heritage Officer. The Heritage Officer may consider input provided through the Public Information Meeting as well as comments from members of the Heritage Advisory Committee during the review of the application. However, the Heritage Officer shall issue a Certificate of Appropriateness if the application is deemed to comply with and is deemed reasonably consistent with the requirements of the Collins Heritage Conservation District Plan and By-law.

Any demolition or removal of any entire building within the Collins Heritage Conservation District shall require a Public Hearing prior to the issuance of a Certificate of Demolition-Removal.

In order to proceed with any proposal, the applicant must also apply for and receive a development permit and a building permit or demolition permit as the case may be. Development and building permit requirements have a tendency to affect the final appearance of developments. Therefore, it is recommended that the applicant apply for all required permits at the same time.

## **4.2 General Conservation and Development Policies**

The following general conservation and development policies have been developed to implement Council's goals, objectives and intents with respect to the establishment of the Collins Heritage Conservation District:

**4.2.1 It shall be the intention of Council to require any person undertaking a significant alteration within the Collins Heritage Conservation District to apply for and receive, prior to commencement, a Certificate of Appropriateness. Significant alterations, as outlined in Schedule "B" Significant Alteration Regulations, include, but are not limited to, any change in exterior materials; any change in the building's proportions; any change in the building's height; any change in the building's footprint; any change in the building's architecture; any change in the building's roof pitch; any change in the building's roof type or design; any change in the building's roof eave or wall trim; any change in the building's exterior wall cladding materials; any change in the building's exterior doors; any change in the building's exterior windows; any change in the building's exterior door and/or window trim; any change to character-defining elements of the building; and, any other similar renovations that would change the exterior appearance of the building.**

**4.2.2 It shall be the intention of Council to require any person undertaking any new building (main or accessory) within the Collins Heritage Conservation District to apply for and receive, prior to commencement, a Certificate of Appropriateness, subject to Policy 6.1.1.**

**4.2.3 It shall be the intention of Council to require any person undertaking any additions to or removals from any building (main or accessory) within the Collins Heritage Conservation District to apply for and receive, prior to commencement, a Certificate of Appropriateness, subject to Policy 6.2.1.**

**4.2.4 It shall be the intention of Council to require any person undertaking any demolition or removal of any entire building (main or accessory) within the Collins Heritage Conservation District to apply for and receive, prior to commencement, a Certificate of Demolition-Removal, subject to Policy 6.3.1.**

**4.2.5 It shall be the intention of Council to include in the Heritage Conservation District By-law provisions regulating new construction for any building (main or accessory) with respect to the following:**

- (1) building proportions, height, length and width;**
- (2) roof pitch and roof style;**
- (3) door and window styles, proportions and orientation;**
- (4) dormer, tower and bay window styles; and,**
- (5) exterior materials.**

**4.2.6 It shall be the intention of Council to include in the Heritage Conservation District By-law provisions regulating significant alterations to any building (main or accessory) with respect to the following:**

- (1) architectural features;**
- (2) building proportions, height, length and width;**
- (3) building footprint;**
- (3) facade design;**
- (4) location;**
- (5) roof pitch and style;**
- (6) door and window styles, proportions and orientation;**
- (7) door and window trims;**

**(8) dormer, tower and bay window styles; and,**

**(9) exterior materials.**

**4.2.7 It shall be the intention of Council to include in the Heritage Conservation District By-law provisions regulating partial demolitions and/or removals from any building (main or accessory) with respect to maintaining the building's architectural style and its character-defining elements.**

**4.2.8 It shall be the intention of Council to include in the Collins Heritage Conservation District By-law a provision regulating the type of exterior cladding materials (siding) on any building (main or accessory) including the prohibition of any vinyl or metal cladding materials.**

**4.2.9 It shall be the intention of Council to include in the Heritage Conservation District By-law a provision that where the provisions of the By-law conflict with any other Municipal or Provincial requirements, the higher or more stringent regulation shall prevail.**

**4.2.10 It shall be the intention of Council to include in the Collins Heritage Conservation District By-law a provision stating that nothing in this By-law shall prevent any provincial regulation or Town By-law from rectifying any dangerous or unsightly condition.**

**4.2.11 It shall be the intention of Council to include in the Collins Heritage Conservation District By-law a provision regulating miscellaneous utility structures, skylights, "green" technologies, fences, stairs and railings within the Collins Heritage Conservation District.**

**4.2.12 It shall be the intention of Council to consult with, and to have its Traffic Authority consult with, the Heritage Advisory Committee when considering any change to traffic patterns and/or on-street parking that may impact the Collins Heritage Conservation District.**

**4.2.13 It shall be the intention of Council, upon recommendation by a majority of property owners within the Collins Heritage Conservation District who own main buildings located within the district (based on one vote per main building), to consider establishing a financial assistance fund pursuant to Section 22 of the *Heritage Property Act*.**

## **Chapter 5 Public Information Meeting**

### **5.1 Preamble**

Any substantial alteration within the Collins Heritage Conservation District shall require, prior to commencement, a Certificate of Appropriateness. In order to enable public input, the Heritage Advisory Committee intends to review these types of developments by holding a Public Information Meeting. All such applications shall be made to the Heritage Officer who will forward the application to the Heritage Advisory Committee in order to hold a Public Information Meeting. Upon receiving input through the Public Information Meeting and any comments received through the Heritage Advisory Committee, the Heritage Officer shall make a decision with regards to the application's approval, refusal or approval with conditions, if no Public Hearing is required. The Heritage Officer shall issue a Certificate of Appropriateness if the development complies with and is deemed reasonably consistent with the provisions of the Collins Heritage Conservation District By-law, if no Public Hearing is required.

### **5.2 Public Information Policies**

The following public information policies have been developed to implement Council's goals, objectives and intents with respect to the establishment of the Collins Heritage Conservation District:

**5.2.1 It shall be the intention of Council to enable the Heritage Advisory Committee to hold a Public Information Meeting on any application for a Certificate of Appropriateness prior to the decision of the Heritage Officer with regards to an application that does not require a Public Hearing; or, otherwise enable the Heritage Advisory Committee to hold a Public Information Meeting prior to Council's first reading with regards to an application that requires a Public Hearing.**

**5.2.2 It shall be the intention of Council to enable the Heritage Officer to give seven (7) days notice, by regular mail, to each property owner within the Collins Heritage Conservation District stating the date, time and place of the Public Information Meeting with a synopsis of the proposal.**

## **Chapter 6 Public Hearings**

### **6.1 New Buildings (Main or Accessory)**

Any new building (main or accessory) located in the Collins Heritage Conservation District shall require, prior to commencement, a Certificate of Appropriateness. In order to ensure public input, Council intends to review these types of developments through the Public Hearing process following the Public Information Meeting process outlined in Chapter 5.

**6.1.1 It shall be the intention of Council to consider proposals for any new building (main or accessory) in the Collins Heritage Conservation District by holding a Public Hearing pursuant to the requirement of the *Heritage Property Act* and the Collins Heritage Conservation District By-law subject to criteria contained in Implementation Chapter 7.**

### **6.2 Additions to or Removals from Buildings (Main or Accessory)**

Any additions to or removals from any building (main or accessory) located in the Collins Heritage Conservation District shall require, prior to commencement, a Certificate of Appropriateness. In order to ensure public input, Council intends to review these types of developments through the Public Hearing process following the Public Information Meeting process outlined in Chapter 5.

**6.2.1 It shall be the intention of Council to consider proposals for any additions to or removals from any building (main or accessory) in the Collins Heritage Conservation District by holding a Public Hearing pursuant to the requirement of the *Heritage Property Act* and the Collins Heritage Conservation District By-law subject to criteria contained in Implementation Chapter 7.**

### **6.3 Demolition or Removals of any Entire Building (Main or Accessory)**

The Collins Heritage Conservation District has many substantial, well-maintained buildings. Unfortunately, buildings tend to deteriorate through the natural aging process or due to other unforeseen incidents. Council therefore intends to consider the demolition-removal of any entire building (main or accessory) through a Public Hearing process following the Public Information Meeting process outlined in Chapter 5, subject to the requirement of the *Heritage Property Act*.

**6.3.1 It shall be the intention of Council to consider proposals for a Certificate of Demolition-Removal of any entire building (main or accessory) by holding a Public Hearing pursuant to the requirements of the *Heritage Property Act* and the Collins Heritage Conservation District By-law subject to conformity with criteria contained in Implementation Chapter 7.**



## **Chapter 7 Implementation**

### **7.1 Preamble**

This Chapter contains policies that establish review criteria with respect to applications for a Certificate of Appropriateness or a Certificate of Demolition-Removal. The criteria are intended to serve as a guide in order to review and evaluate proposals in terms of conforming with the intent of this Plan.

### **7.2 Implementation Policies**

The following implementation policies have been developed to implement Council's goals, objectives and intents with respect to the establishment of the Collins Heritage Conservation District:

**7.2.1 It shall be the intention of Council when considering any application for a Certificate of Appropriateness which requires a Public Hearing, enabled by various policies contained in this Plan, to review the proposal in light of the applicant's submission of the following:**

**(1) The submission of plans showing the physical characteristics of the site including lot dimensions and the location of any existing buildings or structures and their set-back dimensions to any property boundary line, complete with the proposed location and use of any development to be constructed or utilized; and,**

**(2) The submission of conceptual or preliminary plans and elevations showing the nature of any buildings or structures through plan and elevation renderings.**

**7.2.2 It shall be the intention of Council, in considering proposals for any additions to or removals from any building (main or accessory) in the Collins Heritage Conservation District to have regard for the following matters:**

**A. That the proposal conforms with the intent of this Plan and is in conformance with the Collins Heritage Conservation District By-law;**

**B. That the addition to or removal from any building does not adversely affect the building's architectural style; does not adversely affect any character-defining elements of the building; and, is reasonably consistent with and compatible with the building's architectural style; and,**

**C. That the proposal conforms with relevant criteria contained in Implementation Policy 7.2.5.**

**7.2.3 It shall be the intention of Council, in considering proposals for any new building (main or accessory) in the Collins Heritage Conservation District to have regard for the following matters:**

**A. That the proposal conforms with the intent of this Plan and is in conformance with the Collins Heritage Conservation District By-law; and,**

**B. That the proposal conforms with relevant criteria contained in Implementation Policy 7.2.6, in the case of main buildings; or, in the case of accessory buildings, that the proposal conforms with relevant criteria contained in Implementation Policy 7.2.7.**

**7.2.4 It shall be the intention of Council, in considering applications for a Certificate of Demolition-Removal for any demolition or removal of any entire building (main or accessory), to have regard for the following matters:**

**(1) that Council shall not approve the application unless:**

**A. there is irreversible structural damage or deterioration to the building or structure that has not occurred or otherwise been caused by neglect, abandonment or other action or inaction of the owner; or**

**B. the applicable policies respecting demolition or removal of the building are met and conform with the intent of this Plan;**

**(2) the stated reasons for the proposed demolition or removal;**

**(3) the building's condition;**

**(4) the historical significance of the building;**

**(5) the architectural character and uniqueness of the building including any character-defining elements of the building;**

**(6) the visual prominence of the building and its architectural contribution to the Collins Heritage Conservation District and the possible affects the proposed demolition or removal may have on the Collins Heritage Conservation District;**

**(7) the costs/benefits of rehabilitation versus demolition or removal;**

**(8) any alternatives which may be available in the circumstance; and,**

**(9) the proposal, if any, for a replacement building or other form of development.**

**7.2.5 It shall be the intention of Council in considering any application for a Certificate of Appropriateness for any additions to or removals from any building (main or accessory) which requires a Public Hearing, enabled by various policies contained in this Plan, that it shall generally conform with the architectural style of the building and be reasonably consistent with the building in terms of the following:**

**(1) the building's exterior materials;**

- (2) the building's proportions (height, bulk, scale and footprint);**
- (3) the building's window type and window trim details;**
- (4) the building's door type and door trim details;**
- (5) the building's roof type and roof pitch details;**
- (6) the building's wall cladding materials and wall cladding trim details (cornerboards, roof eave trim and base trim details);**
- (7) the building's architectural features such as towers; bay windows pushouts; entranceway pushouts; and, verandas;**
- (8) the building's exterior porch, stairs and railings details; and,**
- (9) other similar architectural features.**

**7.2.6 It shall be the intention of Council in considering any application for a Certificate of Appropriateness for any new main building which requires a Public Hearing, enabled by various policies contained in this Plan, that it shall generally conform with one of the existing architectural styles that currently exist within the Collins Heritage Conservation District as outlined in Schedule "C" Architectural Styles of the Collins Heritage Conservation District By-law and be reasonably consistent in terms of the following:**

- (1) the building's exterior materials as it relates to the building's architectural style;**
- (2) the building's proportions (height, bulk, scale and footprint) as it relates to the building's architectural style;**

**(3) the building's window type and window trim details as it relates to the building's architectural style;**

**(4) the building's door type and door trim details as it relates to the building's architectural style;**

**(5) the building's roof type and roof pitch details as it relates to the building's architectural style;**

**(6) the building's wall cladding materials and wall cladding trim details (cornerboards, roof eave trim and base trim details) as it relates to the building's architectural style;**

**(7) the building's architectural features such as towers; bay window pushouts; entranceway pushouts; and, verandas as it relates to the building's architectural style;**

**(8) the building's exterior porch, stairs and railing details as it relates to the building's architectural style; and,**

**(9) other similar architectural features as it relates to the building's architectural style.**

**7.2.7 It shall be the intention of Council in considering any application for a Certificate of Appropriateness for any new accessory building which requires a Public Hearing, enabled by various policies contained in this Plan, that it shall generally conform with the architectural design type and style of the main building and be reasonably consistent in terms of the following:**

**(1) the building's exterior materials as they would relate to an accessory building;**

**(2) the building's proportions (height, bulk, scale and footprint) as they would relate to an accessory building;**

**(3) the building's window type and window trim details as they would relate to an accessory building;**

**(4) the building's door type and door trim details as they would relate to an accessory building;**

**(5) the building's roof type and roof pitch details as they would relate to an accessory building;**

**(6) the building's wall cladding materials and wall cladding trim details (cornerboards, roof eave trim and base trim details) as they would relate to an accessory building;**

**(7) the building's architectural features such as towers; bay windows pushouts; entranceway pushouts; and, verandas as they would relate to an accessory building;**

**(8) the building's exterior porch, stairs and railings details as they would relate to an accessory building; and,**

**(9) other similar architectural features as they would relate to an accessory building;.**

**7.2.8 It shall be the intention of Council in considering any application for a Certificate of Appropriateness which requires a Public Hearing, enabled by various policies contained in this Plan, to have regard for the proposal's conformance with the Collins Heritage Conservation District Architectural Guidelines Booklet and the proposal's ability to be reasonably consistent with Schedule "B", Significant Alteration Regulations, of this Plan.**

**SCHEDULE "A"**  
**COLLINS HERITAGE CONSERVATION DISTRICT MAP**



## **Schedule “B” Significant Alteration Regulations**

### **General Definition**

A “significant alteration” shall be any change which alters, in a significant way, the exterior appearance or character of a building or property.

A “significant alteration” shall include any “substantial alteration” as defined in the Heritage Property Act, Chapter 199 of the Revised Statutes, 1989 and any amendments thereto, in compliance with the following definitions:

**“Substantial alteration”** means any action that affects or alters the character-defining elements of a property.

**“Character-defining elements”** means the materials, forms, location, spatial configurations, uses and cultural associations or meanings that contribute to heritage value and that must be sustained in order to preserve heritage value.

**“Heritage value”** means the aesthetic, historic, scientific, cultural, social or spiritual importance or significance for the past, present or future generations and embodied in character-defining materials, forms, locations, spatial configurations, uses and cultural associations or meanings.

**Significant alterations to an exterior are considered to include, but not be limited to, the following:**

1. any addition, deletion, or alteration;
2. any change in the exterior surface material(s);
3. any alteration of a feature identified as especially interesting, rare or unique;
4. any change in the immediate surroundings obscuring the property or inconsistent with its historic character; and,
5. any alteration changing a property’s conformity to, or harmonious relationship with, the neighbouring environment.



### **Application Considerations For Certificates of Appropriateness:**

**The following factors should be considered in making any recommendations or decisions regarding an application for a Certificate of Appropriateness:**

1. the purpose of the alteration, such as the restoration to a particular historical period or the recycling or rehabilitation of a property;
2. the materials used should be in conformity with the identified historical characteristics; however, modern or more economical substitutes may be approved for such use;
3. the comparative costs of all alternatives; and,
4. the effects on the neighbouring environment.

