



**Smith-Ennismore-Lakefield  
Municipal Heritage Committee**

# **Designation Evaluation Manual**

Adopted by: Smith-Ennismore-Lakefield Municipal Heritage Committee at its general committee meeting held October 11, 2011; by Resolution No. 2011-325; By-law 2011-091

## **Introduction:**

This designation evaluation manual applies to individual historic places in Smith-Ennismore-Lakefield.

Until specific methods have been adopted by the Township of Smith-Ennismore-Lakefield for the evaluation of heritage districts and cultural landscapes, provincial guidelines for heritage district and cultural landscape designation evaluation will be used to assess heritage district or cultural landscape.

The evaluation method is qualitative and provides a means to assess all of the criteria of heritage significance identified in the Ontario Heritage Act. The use of this methodology provides a fair and transparent process for the designation of historic places in Smith-Ennismore-Lakefield.

The use of this designation evaluation manual by the Smith-Ennismore-Lakefield Municipal Heritage Committee requires the preparation of a heritage report for each historic place that is considered for designation. The heritage report provides the core information needed to apply the evaluation method outlined in this manual.

The heritage report and the Municipal Heritage Committee evaluation of the historic place will serve as supporting documents for recommendations to Council.

### **Policy Section: Categories for Heritage Designation or Listing in the Smith-Ennismore-Lakefield Municipal Inventory of Heritage Properties**

#### **Designation Categories**

Comment: The four categories (below) are used to classify overall significance and eligibility of a property for designation under Part IV of the Ontario Heritage Act. The categories are also used to assess suitability for listing in the Inventory of Heritage Properties.

#### **Category "A" = 70 - 100**

The properties in this category are individually outstanding and have the broadest heritage significance in the Township by virtue of architectural, historical, and environmental criteria along with overall integrity of design and construction. "Category A" properties generally hold provincial and/or national significance.

Properties in "Category A" are of the highest priority for heritage designation based on architectural and historical merit under the Ontario Heritage Act.

Heritage conservation easements should be negotiated with the owners of "Category A" properties whenever possible.

Properties in this category are of the highest caliber and typically hold landmark status.

"Category A" properties are usually unaltered or altered only in a minor or completely sympathetic manner.

All permit and zoning applications affecting these properties must be carefully reviewed and commented upon by the Smith-Ennismore-Lakefield Municipal Heritage Committee.

Properties in "Category A" are always listed in the Municipal Register. "Category A" properties are always eligible for inclusion within a Heritage Conservation District.

Properties in "Category A" may also be potential candidates for provincial recognition and/or designation as National Historic Sites.

### **Category "B" = 45 - 69**

The properties in this category are of distinct importance by virtue of architectural, historical and environmental criteria along with integrity of design and construction. They stand out individually but are of lesser overall significance than "Category A" properties. "Category B" properties hold Township-wide importance.

Properties in "Category B" are a high priority for heritage designation for architectural, and/or historical reasons under the Ontario Heritage Act.

"Category B" properties are always eligible for inclusion within a Heritage Conservation District.

Properties in "Category B" do not necessarily possess landmark status.

The architectural and historical integrity of "Category B" properties may have been partially modified by minor alterations or additions.

Properties in "Category B" are always listed in the Municipal Register.

All permit and zoning applications affecting these properties must be reviewed and commented upon by the Smith-Ennismore-Lakefield Municipal Heritage Committee.

### **Category "C" = 26 – 44**

The properties in this category are of some importance by virtue of architectural,

historical, and environmental criteria along with integrity of design and construction. They tend to stand out individually but to a lesser degree than "Category B" properties. "Category C" properties contribute to the heritage fabric of streetscapes and/or neighbourhoods and serve as vital reminders of Smith-Ennismore-Lakefield 's past.

"Category C" properties exhibit a tangible measure of original architectural character and possibly historical significance making them worthy of preservation.

Preservation and/or restoration of "Category C" properties should be encouraged.

Properties in "Category C" may be eligible for heritage designation provided they retain some distinctive or particularly interesting architectural detailing or other characteristics.

Designations of "Category C" properties will be considered on a case-by-case basis.

"Category C" properties are generally eligible for inclusion within a Heritage Conservation District.

The architectural and historical integrity of "Category C" properties generally have been modified by alterations or additions to some degree.

Owners of "Category C" properties not currently eligible for heritage designation should be invited to upgrade their properties (e.g. restore porches, windows, etc) in order to qualify for designation and possible financial incentives.

Properties in "Category C" can be listed in the Muncipal Register.

The review of permit and zoning applications affecting these properties is not mandatory, unless the property in question has received a heritage designation or is within a heritage conservation district.

### **Category "D" = 0 To 25**

The properties in this category are of limited heritage value.

Typically, the architectural and historical integrity of "Category D" properties will have been heavily modified by alterations and/or additions. They generally retain very little or no original or significant architectural detailing. "Category D" properties do not contribute to the heritage fabric of streetscapes and/or neighbourhoods.

"Category D" properties are not eligible for designation under Part IV of the Ontario Heritage Act.

"Category D" properties are rarely considered for inclusion within a Heritage Conservation District.

Properties in "Category D" are not listed in the Municipal Register.

Permit and zoning applications affecting "Category D" properties are not reviewed by the Smith-Ennismore-Lakefield Municipal Heritage Committee unless the properties are within a heritage conservation district or if proposed developments could have a negative affect on more significant properties located nearby.

### **Specific Criteria**

Comment: The following criteria are used in conjunction with a scoring system (Schedule "A" of this document) to determine the designation category of a given property. The descriptions accompanying each element of criteria are considered the "ideal" or the benchmark. Use the scoring system to evaluate how closely the property in question meets the ideal – ranging from excellent to poor and score accordingly on the score sheet. The total score is then used to categorize the property from A to D.

#### **1. Architectural**

Rating Key:

E – Excellent.

G – Good example.

F – Fair example.

P – Poor example or of no particular interest

##### **a) Style/Type**

The property is a notable, academically perfect or early example of a particular architectural style, purpose, type or convention.

Comment: This is best done by comparing the building to as many other buildings of a similar style as is possible, and assessing it in terms of the aims of its designer.

##### **b) Construction**

The property is a notable, innovative, or early example of a particular method of construction, assembly or use of building materials.

##### **c) Designer/Builder**

The property was designed by, or attributed to, a noteworthy architect, engineer, builder, craftsperson, landscape architect, or artist who has made a significant contribution locally, provincially, and/or nationally.

Comment: The significance of the designer/builder may be evaluated by comparatively assessing the qualities of design and detailing reflected in the known body of work produced by that individual.

**d) Composition**

The property is particularly attractive or unique because of the excellence of design, artistic merit, aesthetic qualities, composition, craftsmanship and/or detailing.

**e) Interior Elements (Bonus)**

Interior spaces are particularly notable for design elements, craftsmanship, finishes, or other details worthy of preservation through heritage designation.

Comment : The interior is not always accessible or relevant.

**2. Historical**

Rating Key: E – Excellent.

G – Good example.

F – Fair example.

P – Poor example or of no particular interest.

**a) Trends/Patterns/Themes**

The property is associated with, and effectively illustrative of, broad patterns of cultural, social, political, military, economic and/or industrial history. It fits the property into a broader historical context.

Comment: A means to help evaluate this criterion is to consider how useful the property would be for the teaching of cultural history.

**b) Persons**

The property is associated with the life or activities of a person, family, group, organization, or institution that has made a significant, noteworthy or influential contribution to the community, province and/or nation.

**c) Events**

The property is associated with a momentous historical event that has made a significant contribution to the community, province and/or nation.

**d) Archaeological Potential (Bonus)**

The property is known to hold or is suspected of holding, significant archaeological materials. An archaeological survey may be warranted or may have already been completed.

**e) Historical Grouping (Bonus)**

The historical significance of the property is enhanced by it's being physically and/or visually associated with other structures of architectural and/or historical value on the property.

Comment: A means to help evaluate this criterion is to consider the context of the other structures on the site in relation to the main building (i.e: garages, sheds, outhouses, barns, family cemetery plots, fencing and deliberate landscaping).

### **3. Integrity**

Rating Key: E – Excellent.

G – Good example.

F – Fair example.

P – Poor example or of no particular interest.

#### **a) State of Preservation/Alterations**

The exterior of the property retains most or all of its original design elements and materials of construction. Alterations or additions (if any) have been minor in nature or have been applied in a sensitive and compatible manner.

Comment: If alterations or additions are sufficiently old and sensitive, they should be judged on their own merits as integral parts of the building.

#### **b) Condition**

The property is in excellent structural condition.

Comment: This criterion should be considered only if the structural condition can be assessed accurately.

#### **c) Site**

The property occupies its original site and foundation.

Comment: Property may not be rated as highly if it is not on its original foundation, if it has been re-oriented, or if it has been relocated.

#### **d) Adaptability (bonus)**

The property would be adaptable to compatible re-uses without it having a harmful affect on the architectural and/or historical significance of the property.

### **4. Environmental**

Comment: The following criteria consider the impact of the property on its surroundings.

Rating Key:

E – Excellent.

G – Good example.

F – Fair example.

P – Poor example or of no particular interest.

**a) Community Context**

The property contributes significantly to the continuity or character of the street, neighborhood, or area.

Comment: This quality will change as the neighborhood changes. Inappropriate, new construction may reduce the value of the property to the community.

**b) Landmark Status**

The property is a distinctive, conspicuous and/or familiar feature of the street, neighbourhood or city.

Comment: A building may be perceived as a landmark if it is a prominent or eye-catching structure that has acquired a visual, symbolic or emotional value transcending its function. Landmarks give distinction and character to streetscapes, neighbourhoods and the municipality at large.

**5. Rarity**

Comment: The following criteria consider the role rarity or scarcity plays in evaluating the overall significance of a heritage property. Rarity can be measured under architectural style, detailing, age, construction elements, historical associations or other factors. In most instances, rarity should only be measured within the context of the Township or the region. In some cases however, a property considered to be rare may also hold provincial or national significance (e.g. Margaret Lawrence House) and if so, rarity may be considered within the broader geographical context.

Rating Key:

E – Excellent.

G – Good example.

F – Fair example.

P – Poor example or of no particular interest.

**a) Rarity of Architectural Style/Type/Function**

The property is a rare or unique example of a particular architectural style, type or function.

Comment: In Peterborough County, Prairie or Art Deco style houses might be rated excellent under this criterion since these architectural styles are virtually non-existent outside of major urban centres like Ottawa and Toronto. A Gothic Revival house on the other hand, might not rate as highly under rarity since this style of architecture is rather common in the Township.



**b) Rarity of Age**

The property is exceptional or unique by virtue of its age.

**c) Rarity of Architectural Details**

The property possesses rare or unique architectural detailing.

**d) Rarity of Construction Elements**

The property possesses rare or unique elements and/or materials of construction.

Comment: For example: stacked plank construction is relatively common in Smith-Ennismore-Lakefield but is considered rare in many other communities in southern Ontario. As a result, a property in Smith-Ennismore-Lakefield constructed in stacked plank may not rate as highly in this criterion.

**e) Rarity in Other Factors (bonus)**

The property possesses other rare, singular or incomparable characteristics.

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