



Review of Applications for Heritage Buildings

Corporation of the City of New Westminster

Development Services Department

Definitions of "Heritage"

Heritage buildings are buildings that are legally recognized by provincial or municipal governments as having historic, architectural or cultural value.

As part of the permit application process, applicants must consult with Engineering or Development Services Department staff to discuss whether their building is considered to be heritage.

In New Westminster, your property may be considered to be of heritage value if it is:

- listed in one of the four volumes of the New Westminster Heritage Resource Inventory;
- listed in the Heritage Resource Inventory Update (1995) for Brow-of-the-Hill and Queen's Park;
- built before 1950 and considered by the Director of Planning to have heritage merit, according to Council policy;
- protected as a heritage property through municipal designation, provisions of a covenant or inclusion in a Heritage Revitalization Agreement; or
- listed in the New Westminster Heritage Register.

The Number of Heritage Buildings in New Westminster

There are approximately 900 properties in New Westminster that are listed in the Heritage Resource Inventory and the supplemental list. As of January 2002, the City of New Westminster has municipally designated 29 heritage sites, five Heritage Revitalization Agreements and 31 properties listed on the Heritage Register.

The City's Process to Review Applications for Heritage Buildings

Development applications that involve the alteration of the exterior of a heritage building, as defined above, are to be reviewed by the New Westminster Community Heritage Commission. The Community Heritage Commission consists of thirteen members, including three members of Council, one of which is the Chair. The purpose of the Commission is to identify heritage issues in the City and advise City Council on heritage related matters. Members of the Community Heritage Commission also review development applications for heritage buildings. Applicants are invited to attend a regular meeting of the Commission to provide an overview of the proposal and its merits.

The Heritage Commission meets the first Wednesday of the month at 4:30 p.m. in Committee Room #2, New Westminster City Hall. Over summer months, meetings are at the call of the Chair. Presentations from applicants are heard at the beginning of each meeting.

Applicants are requested not to remove heritage elements (interior or exterior) of a property for which there is a development application unless the heritage review process has been completed and the City has authorized the application to proceed.

Review Process and Timing of Review

The timeframe for the review of applications varies according to the timing of Council and Community Heritage Commission meetings, however, most applications are processed between six and eight weeks. The review process involving heritage properties must be completed within three months.

For applications involving a heritage property, the process is as follows.

- the application is reviewed by Development Services, the heritage value of the building is assessed and the application may be referred to the CHC
- staff prepares a report to Council requesting referral to the Community Heritage Commission (1 – 2 weeks);
- the applicant makes a presentation to the Community Heritage Commission (2 weeks);
- Development Services staff forwards the Commission's recommendations to Council (1 week);
- Council approves, rejects or requests amendment of the application.

The review of applications through the Community Heritage Commission is coordinated through Development Services. If you would like to be included on an upcoming Community Heritage Commission agenda, please contact Development Services at (604) 527-4532 at least ten days prior to the meeting.



For more information, please contact:

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