

# The Process of Heritage Designation



To designate a historic site in Alberta, its heritage value is first assessed and described. The property owner and municipality work together, and the council issues a Notice of Intention to designate, sometimes sharing it publicly. After a 60-day waiting period for feedback, the council may pass a bylaw to officially protect the site, registering this on the property title. The site can then be nominated for the Alberta Register of Historic Places, and owners may benefit from grants and recognition.

- 1. To determine if a place is worthy of protection it is essential to understand its heritage value and write a Statement of Significance.** This statement provides a description of the resource, explains its heritage value, and lists the character-defining elements that need to be protected to maintain its integrity.
- 2. Municipal council considers designation.** This requires a partnership between the owner and the municipality based on understanding the heritage values of the place. It is important that the designation process proceeds with the approval of the property owner.
- 3. Council issues the property owner with a Notice of its Intention (NOI) to designate the place as a Municipal Historic Resource.** With the owner's agreement, the council passes a motion for the written notice, which must occur 60 days before the council considers a designation bylaw.
- 4. Council advertises the Notice of Intention.** Although not required, many municipalities choose to advertise the notice to ensure that the designation has informed public support.
- 5. A 60-day waiting period follows.** This enables the owner to review all documentation and provides time for any public response following the advertisement of the Notice of Intention.
- 6. Council considers a bylaw to designate as a Municipal Historic Resource.** Designation occurs when the council passes a bylaw declaring the site a Municipal Historic Resource under the *Historical Resources Act*. The council cannot consider the bylaw until the sixty-day notice period has elapsed. Once this period has expired, the council can proceed with the designation bylaw, which is managed in the same manner as a regular bylaw.
- 7. Bylaw is registered on the title of designated property and provided to the property owner.** This ensures that anyone with an interest in the property understands its status as a Municipal Historic Resource and that present and future owners are aware of the municipality's expectations for conservation.
- 8. The site is nominated for listing on the Alberta Register of Historic Places.** Although not required, municipalities are encouraged to nominate Municipal Historic Resources for this listing.
- 9. Designation opens doors for the property owner in the form of potential government grants and prestige of owning a designated heritage property.** With the successful designation, the property owner may access to ongoing government funding to help with repairing, maintaining, and rehabilitating the resource.

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