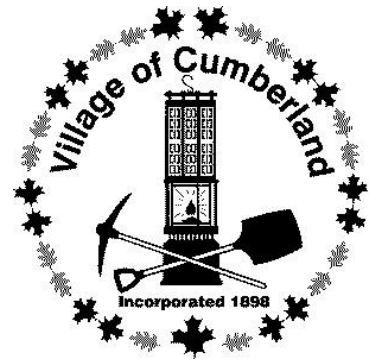


HERITAGE COMMITTEE AGENDA



**The Corporation of the Village of Cumberland
Heritage Committee Meeting
July 20, 2023 at 4:00 p.m.
Council Chamber, 2675 Dunsmuir Avenue**

*We are honoured to gather on the unceded traditional territory
of the K'ómoks First Nation.*

- 1. Approval of the Agenda**
- 2. Minutes**
Adoption of Minutes of March 16, 2023
- 3. Unfinished Business**
None
- 4. New Business**
 - 4.1 OCP Review – Downtown Heritage Conservation Area – VIU Student Projects
 - a. A Guide to Building in Cumberland's Heritage Conservation Area – VIU Student presentation
 - b. Cumberland Heritage Design Guidelines Recommendations – VIU Student presentation
 - 4.2 Community Heritage Register – Hugh McLean
- 5. Next Meeting**
The next meeting of the Heritage Committee will be held on Thursday, August 17, 2023 at 4:00 p.m.
- 6. Adjournment**

**The Corporation of the Village of Cumberland
Heritage Committee Minutes**

**March 16, 2023 at 4:00 p.m.
Council Chamber, 2675 Dunsmuir Avenue**



Members Present:

Meaghan Cursons, Chair
Hugh McLean
Lois Harris
Neill Borecky

Regrets: Tanis Schulte, Marianne Bell

Staff: Karin Albert, Senior Planner

The chair called the meeting to order at 4:17 pm.

1. Approval of Agenda

McLean/Harris: That the agenda be amended to add: 4.1 Funding Opportunities and 4.4. Community Heritage Register.

Carried

2. Minutes

Harris/McLean: That the minutes of the August 15, 2022 meeting be amended to delete Ocea and Lois Harris as being present.

McLean/Cursons: That the minutes of August 15, 2022 be adopted as amended.

3. Unfinished Business

None

4. New Business

4.1 Funding Opportunities

The Village budget allocates \$4,500 for development of Statements of Significance and \$2,000 for a community plaque program in the 2023 budget. *April 27, 2023 correction: \$2,000 allocation is for collation of heritage resources.*

BC Heritage Legacy Fund is accepting applications for SoS's by end of April and matches up to \$5,000 in funding.

4.2 Statements of Significance

2022-2023 work plan identifies several sites for Statements of Significance (SoS's). Selection of those sites was based on criteria in the 2016 Heritage Management Plan.

The Committee discussed the sites identified in the workplan and which ones to prioritize for completion of SoS's in 2023:

- Collieries railway line spans a long history and connects key historic settlements – the Chinese, Japanese and Black communities.
- Perseverance wetlands includes several clusters of wetlands. There are several reports that have started to capture the history and value of the wetlands – Coal Creek Heritage Management Plan and supporting documents, Robin Annschild report.
- Bevan houses – moved into different neighbourhoods in Cumberland, represent a connection across neighbourhoods
- 2719 Dunsmuir Avenue (formerly Moons Records, originally Cumberland Drug Store). Has an uncertain future, needs some TLC.
- 00 monument/survey marker – as per previous discussions with Gwyn Sproule and as per a request by Council
- Draegerman's/Jailhouse – a unique part of Cumberland's history.
- "Pest House" on top of Second St. – house with a medical history, not at risk, location is an important story, important to add to the Registry.
- Cumberland Recreation Institute – Not on Register. SoS would capture intangibles and inform redevelopment. Not urgent, could ask Council to support creating a value statement as part of the redevelopment.

4.3 Plaque program

Project requires more scoping. Less priority than developing SoS's, collating heritage resources and adding sites to the heritage register.

4.4 Community Heritage Register

Developing SoS's for each heritage resource before adding it to the Heritage Inventory is slow. Village can add sites to the Register with short accompanying value and character-defining elements statements. SoS's and provincial registration can continue at same time for key sites.

Heritage Management Plan includes a heritage inventory.

Committee would like to review the inventory and select heritage resources to recommend to Council to add to the Register.

Committee work grounded in Heritage Management Plan – need to review and update the heritage inventory, vol 2 of the Heritage Management Plan.

McLean/Harris

THAT the Village apply for funding to prepare Statements of Significance for the following heritage features: Wellington-Colliery line, Cumberland wetlands, Bevan Houses, “Moons Records” building and the 00 survey marker.

CARRIED

Borecky/McLean

THAT Council direct the Heritage Committee to review and update the community heritage inventory in order to inform recommended additions to the Community Registry and SoS’s.

CARRIED

Harris/Borecky

THAT the Village re-allocate the \$2,000 for heritage plaques to support the development of the SoS’s (\$1,500) and to support the review of the heritage inventory (\$500) to identify sites from the inventory for inclusion on the heritage register. A more comprehensive register will support identifying further priority heritage features for SoS’s in a future year.

CARRIED

5. Next Meeting

The next scheduled meeting of the Heritage Committee is Thursday, April 20, 2023 at 4:00 p.m.

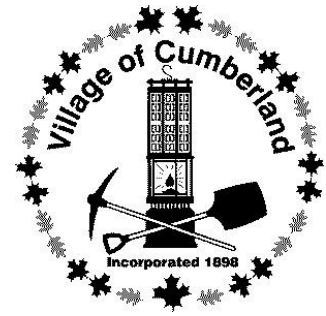
6. Adjournment

The meeting was adjourned at 5:35 p.m.

MEMO

HERITAGE COMMITTEE

COMMITTEE



REPORT DATE: 7/19/2023

MEETING DATE: 7/20/2023

File No. 0540 Council Committees

TO: Committee members

FROM: Karin Albert, Senior Planner

SUBJECT: OCP Review – Downtown Heritage Conservation Area – VIU Student Projects

At their April 11, 2023 meeting Village Council endorsed the [Official Community Plan Review Process and Community Engagement Plan 2023-2024](#) (agenda item 7.5, p. 79-92). The Plan outlines the OCP review process, including the public engagement phases. As part of the engagement activities, Council Select Committees are asked to provide input on their topic areas. This summer, staff will work with the Heritage Committee to identify key questions concerning heritage conservation in the Village for exploration with residents during the next phase of public engagement as part of the OCP review.

The purpose of agenda item 4.1 is to present information on the current Heritage Conservation Area guidelines, what they are, how they could be better illustrated, and how they could be improved. This information will assist the Committee, at a follow-up meeting, in developing key questions and identifying information to support the discussions with residents on heritage.

The Village has been fortunate to benefit from two projects completed by Vancouver Island University Master of Community Planning students as part of their community design course.

One group of six students reviewed the existing heritage conservation area guidelines and developed an illustrated guide of how to develop within those guidelines. The resulting *Guide to Building in Cumberland's Heritage Conservation Area* improves understanding of the existing heritage conservation area guidelines and demonstrates how their objectives can be clarified through an illustrated guide, potentially resulting in better design outcomes.

The second group of students reviewed design guidelines in Rossland, Nanaimo, Victoria, and Fernie and compared them to Cumberland's guidelines. Based on their research, they developed recommendations for updating Cumberland's Heritage Conservation Area Guidelines.

The Heritage Committee may, but is not required, to make recommendations at this meeting. The discussions will be captured in minutes and inform further discussions and next steps in the OCP review process.

ATTACHMENTS

1. A Guide to Building in Cumberland's Heritage Conservation Area
2. Cumberland Heritage Design Guidelines - Recommendations

Respectfully submitted,

Karin Albert

Karin Albert
Senior Planner



A GUIDE TO BUILDING
IN CUMBERLAND'S
(HCA) HERITAGE
CONSERVATION AREA



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Introduction

This document provides an overview of the requirements and general steps to building in the Heritage Conservation Area (HCA) and Historic Village Commercial Core (HVCC).

This area stands as one of the few mining town commercial areas on Vancouver Island. Dunsmuir Avenue, named after the industrialist whose company founded the Village, has beautiful historic buildings that remind the community of its provincial roots. While the traditional caretakers of the land, K'ómoks First Nation, is not as visible as today, it is the Village's priority to include their culture within the downtown area.

[A Heritage Alteration Permit \(HAP\)](#) is **required** to take any of the following actions to land or buildings within the designated area (see figure 3, page 7):

- a. Create a new a building or structure.
- b. Add an addition to an existing building.
- c. Alter a buildings structure or the surrounding land.
- d. Alter a feature that is protected heritage property.
- e. To subdivide property.
- f. Demolish a building.
- g. Alterations to windows, siding, or architectural features.

A Heritage Alteration Permit is **not** required for:

- h. Alterations or repairs to existing single-family residences.
- i. Interior renovations.
- j. Exterior maintenance and repairs with materials, design and colors that are consistent with these guidelines (such as repainting in historically appropriate colors or routine upkeep)

Soft landscaping (gardens, or planters) that does not affect the heritage character of the Historic Village Commercial Core or the heritage value of the property.

- k. Construction and maintenance activities carried out by, or on behalf of, the Village.
- l. Regular and emergency Village maintenance of municipal infrastructure conducted in a manner that is consistent with the objectives of the Heritage Conservation Area designation.
- m. Public art as approved by Council.

This guide is intended to illustrate the requirements set out in [Schedule 11.0 of the Official Community Plan \(OCP\)](#), and the [Cumberland zoning bylaw](#) but is not intended to be a replacement.

Overview

Vision for the Heritage Conservation Area

The Heritage Conservation Area (HCA) is intended to provide long-term protection of the Historic Village Commercial Core (HVCC), which contains resources with special heritage value or heritage character. The vision is that revitalization and new development in this downtown area are compatible with the scale and character of the existing downtown. Heritage planning continues to give the Village of Cumberland a sense of identity, while connecting its residents to the past. Preserving heritage is an important part of creating a sense of place and civic pride in the downtown. This translates to the continued near and long-term well-being of the community's culture and economy. This area justifies stewardship, conservation, and repurposing of the downtown commercial core buildings and streetscapes.



Figure 1: Streetscape with heritage buildings along Dunsmuir Avenue, within the HVCC.

Distinguishing Features of the HVCC

- n. **Streetscapes** are generally intact and unified, made up of commercial and some residential buildings that illustrate the development period of the late 19th and first half of the 20th century.

- o. **Buildings** are generally limited to one to two stories and have dense site coverage.
- p. **Commercial uses** are vibrant but rely on mixed use, with a variety of independent business and a mix of institutional and residential uses.
- q. **Construction** is typically wood frame for this type of early residential and commercial architecture.
- r. **Street façades** are elaborate compared to more utilitarian rear façades.
- s. **Color** is not unified by a specific palette, but colours that complement palettes of pre-existing historic buildings are recommended.
- t. **Notable features** and characteristics of this area are:
 - o. "Storefront" design incorporating large, glazed display frontage, awnings and signage indicative of the late 19th and early 20th century "Pioneer" style.
 - o. Examples of historic architectural detailing and materials, such as brackets and wood siding.
 - o. A variety of rooflines including pitched, flat, stepped gable and parapet.
 - o. Wood siding and wooden-sash windows; trim and soffits.
 - o. Punched window openings and projecting cornices at the rooflines.



Figure 2: A unique Art Deco building, the Ilo Ilo Theatre on Dunsmuir avenue.

The Heritage Conservation Area manages both Infill (new) development and restorations, renovations, and rehabilitations of pre-existing buildings.

The Goals of Infill Development

- a. Accommodate and manage new infill development that follows guidelines and enhances the overall character of the HVCC. This includes the densification of the surrounding designated residential area.
- b. Regulate new subdivisions within the HCA, to maintain a consistency with the heritage scale of the area.

The Goals of Restorations, Renovations, and Rehabilitations

Ensure new restorations, renovations, and alterations within the HCA respect the neighborhoods history while enhancing the character of the downtown core.

- u. Promote purposeful and appropriate adaptive reuse of historic buildings.

In addition, all development in the HVCC should work towards:

- v. Recognizing and enhancing the history of the HVCC for the benefit of present and future generations.

- w. Promoting a pedestrian friendly, accessible, and vibrant HVCC.

Designated Heritage Conservation Area (HCA) Boundaries



Figure 3: The designated area is bound within Penrith Avenue & Derwent Avenue North to South and Sutton Road & Fifth Street East to West. Between Sutton Road and First Street lies the HCA while the HVCC occupies the rest of the designated area.

Permit and Application Processes

What is the Process for Applying for a Heritage Alteration Permit?

1) Submit application and pay fees. (Processing will not commence until all the application requirements are met.)

2) Post public notice. Staff will provide the design for the public notice sign. Install **the public notice sign** within 10 days of submission.

3) 1st council meeting. Staff prepares a report for Council outlining the application and requesting referral to the heritage committee. Council may request additional information or require a **neighbourhood public meeting (step 4)**. They may issue the application, table, or deny the application.

If referred, staff prepares a report for the Heritage Committee. The applicant is invited to attend any meeting where their application is being considered.

4) Neighbourhood meeting* (if required). Staff will provide the mapping of the area required for notification.

- Schedule the Neighbourhood Public Meeting in a Cumberland venue;
- Advertise in a local paper, the ad to appear 10 days prior to the Neighbourhood Public Meeting;
- Staff emails a notification of the meetings within a 75m radius of the property;
- After the Neighbourhood Public Meeting, provide proof of advertising, a summary of comments and/or concerns; and any submissions made at the Meeting.

5) Second Council Meeting

- Staff sends out notification to adjacent neighbors at least 10 days prior to the meeting where Council will be deciding on the application.
- The Committees (referred by Council) meet and make recommendations to Council.

- Staff prepares a report for Council outlining the application, comments from the Neighbourhood Public Meeting (if held), recommendations from the Committees/ public submissions received.
- Council may request additional information, issue the application, or may refer, table, or deny the application.
- The Applicant is advised of the Council's decision within 10 days.
- The Applicant shall remove the Public Notice sign within 10 days of Council making its decision.

If Accepted: Where Council has granted the permit and the conditions of the Permit have been met (i.e., security, plans) it is then issued by the Corporate Officer. The *Notice of Heritage Alteration Permit* is sent to the Land Title Office for registration on the title of the subject property.

If Refused: Where a permit has been refused by Council, the applicant shall be advised of the reasons for refusal.

What Needs to Be Included With My Application?

- Completed application form that includes the applicable fees and authorising signatures. --[add new link here when available](#)--

A Site Plan which includes:

- Location map, including neighbouring land uses;
- Existing and proposed buildings in relation to legal property boundaries with dimensions and areas;
- Significant physical features and topographic information, all existing watercourses and wetlands and all Sensitive Ecosystem Information;
- North arrow and drawing scales;
- Dimensions for all elevations and site plans;
- Geodetic elevation upon request by the Village;
- Roads, existing and/or proposed;

- Residential unit or building layout and/or comprehensive plan, illustrating unit distribution; and open space.
- Elevation drawings in colour that illustrate changes to the outside of the building and materials/colors used.
- Material and colour samples

What Might be Required, at the Request of the Village?

- A Surveyors Certificate prepared by BC Land Surveyor
- A rendering of the streetscape showing the proposed alteration or new building in relation to the neighbouring buildings on the block
- Landscape Plans, conforming to the BCSLA/BCLNA standard, as required. This includes:
 - Hardscaping such as sidewalks, fences, or seating areas
 - Softscaping such as planting species lists and planting locations
- Security / Bond: This is to provides the means for staff to carry out the approved plans if they are not completed.

Village staff will review the application and inform the applicant of the specific requirements.

HCA Guidelines

Sustainable Building Practices for Existing Buildings

- a. **Materials:** Retain existing building envelope materials if possible, including siding. Design and install rain screen sidings with care, as they impact the life cycle of the building and may impair heritage character through the removal of original material.
- b. **Windows and doors:** Historic buildings should attempt to repair original windows and doors, or to replace inappropriate later additions with replicas of the originals. Replacement of originals windows is discouraged but is permitted as a final resort in cases of extreme deterioration.
- c. **Mechanical systems:** Consider upgrading to energy-efficient appliances when possible.
- d. **Insulation:** Introduce extra insulation, especially in attic spaces. Consider the use of weather stripping and other draft- proofing measures.
- e. **Efficiency:** Improve the energy efficient performance of heritage and existing buildings, including by reference to the Vancouver Heritage Foundation's Old Buildings: [Your Green Guide to Heritage Conservation](#)

Sustainable Building Practices for New Developments

- a. Building design should include passive heating, lighting, and cooling design features.
- b. Landscaping and building design should incorporate natural daylight and seasonal shade features.
- c. Building orientation should, where practical, be designed to optimise the benefits of solar orientation.
- d. Building design should incorporate solar ready features

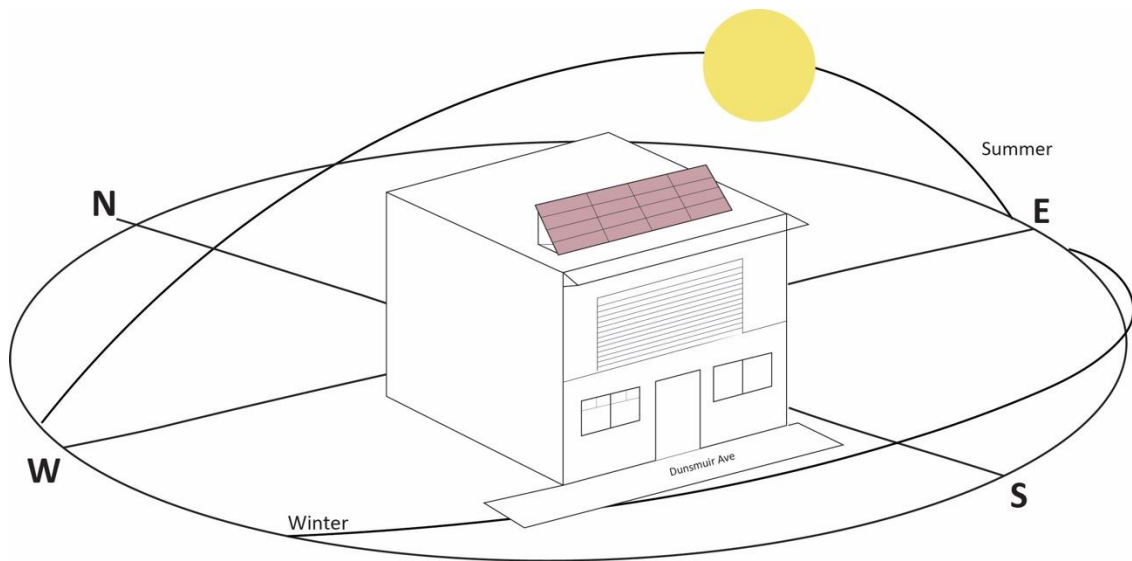


Figure 4: Building orientation based on Sun path during summer and winter.

- e. Provide adequate sheltered and secure bicycle parking, based on the proposed use.



Figure 5: An example of sheltered bike parking.

- f. New developments should provide electric vehicle plug-ins.
- g. All buildings shall be designed and engineered to be solar ready.
- h. Adaptive reuse of buildings and on-site materials is encouraged, where permitted within the BC Building Code and under relevant legislation.

Building Form and Character



Figure 6: The Cumberland Branch of Vancouver Island Regional Library.

New Development

The following will provide guidance for **new development** to remain consistent with neighbourhood character: Note that while these guidelines do not apply to the interior of buildings, owners are encouraged to restore or retain historic interiors to complement exterior facades.

- a. New buildings should respect neighboring residential uses. Designs should be sited to minimize impacts to privacy, light pollution, and noise.
- b. Building massing shall be proportionate to human height and provide visual interest at the street and sidewalk level.



Figure 7: A new apartment building on 2727 Dunsmuir Avenue.

- c. Avoid setbacks from the street or the property line unless there is a specific design purpose in doing so (such as a seating area).
- d. Respect the design of adjacent buildings. For example - repeating a window pattern or carrying a cornice line.
- e. Maintain the relationship between the upper and lower storey.
- f. The street frontage should have large window openings onto the street.
- g. Solid walls which will appear uninteresting and uninviting to the pedestrian are to be avoided.

- h. The original proportions of storefront elements (i.e., windows, doors, entranceways, cornices, and bulkheads) shall be retained or reconstructed, if necessary
- i. Any new construction should blend where it joins with an older building.
- j. Where foundations require replacement, the siting and height of the affected building or structure may be reasonably altered.
- k. Consolidation of properties into large parcels is discouraged. However, consideration will be made for new building designs that are sensitive to the small-scale shop frontages typical in the commercial area of Cumberland.
- l. Rooftop mechanical equipment shall be hidden behind screens or parapets to conceal such equipment.
- m. Building massing shall consider the preservation or enhancement of view corridors to open areas and mountain vistas.
- n. The use of shipping containers and similar containers and structures shall be avoided. If no alternative exists to provide storage or other accessory uses for the corresponding existing buildings, these containers and structures must be adapted to meet all siting and design guidelines as if they were buildings.

Expansions, Alterations and Renovations



Figure 8: Restoration of two heritage buildings within the HCA.

- a. All buildings and expansions (including storage, parking, and supply yards) shall be designed to be compatible with surrounding land uses and the major roads fronting the property.
- b. Restorations or renovations should retain the existing siting, roofline design, height, and number of storeys of the affected building or structure.
- c. Whenever possible, original forms, materials and details should be uncovered or left in place and preserved.
- d. Maintain the relationship between the upper and lower storey.
- e. Maintain the original retail/commercial appearance of the street level of a building.
- f. If a residential building is converted for commercial purposes, maintain the exterior characteristics of the residential building.
- g. The original proportions of storefront elements (i.e., windows, doors, entrance ways, cornices, and bulkheads) shall be retained or if necessary reconstructed.

- h. Additions to the façades of heritage buildings is discouraged, except for front porches.
- i. Architectural elements such as front porches, verandahs and bay windows shall be retained and, where possible, restored to their original design.



Figure 9: An illustration demonstrating the preservation of original forms, materials and details that also respects the human scale of buildings in the HCA.

Accessibility



Figure 10: The Cumberland Museum and Archives features an accessible ramp to its entryway.

- a. All new construction will require the installation of sidewalks along the frontage and, if on a corner lot, along the adjacent side street to the rear lane
- b. Accessibility features shall be integrated into the overall design concept and identified on the site plans.
- c. Should incorporate barrier-free universal design principles.
- d. Accessible travel routes shall meet the current edition of the [British Columbia Building Code \(BCBC\)](#)
- e. Accessible travel routes shall conform to the requirements of the most current edition of the BCBC.

Site Design



Figure 11: The incorporation of seating areas along Dunsmuir Avenue.

The downtown commercial area is the social, cultural, historic, and economic heart of the Village. It is also the most visible part of the community and requires special design consideration which extends beyond the buildings themselves to the site development.

- a. Site layout shall consider locating buildings in order to incorporate pedestrian courtyards, plazas, and common gathering areas with coordinated site furniture and lighting.
- b. Consider the preservation or enhancement of natural site features.
- c. Maintain key view corridors to open areas and surrounding landscape vistas.

- d. The proposed development shall demonstrate the principles of Crime Prevention through Environmental Design (CPTED) in the implementation of the site and landscaping design process.
- e. Service areas should be located at the rear of buildings; outside storage areas should be avoided, but if no other option exists, located at the rear of buildings.

Stormwater

A stormwater management plan prepared by a registered professional engineer is required. The goal is maintenance of post-development flows which are equivalent to pre-development flow patterns and volumes over the entire wet weather season.

- a. Stormwater management should follow source control (on-site) principles and practices and minimize the use of conventional pipe and pond techniques. It must also avoid direct discharges to streams and other waterbodies.
- b. Stormwater management should encourage water to flow to absorbent soils on the site

Soil Erosion and Sediment Control

A Sediment and Erosion Control Plan shall be prepared by a registered profession for the construction and operational phases of the development.

Access, Parking and Amenity Areas

- a. No vehicle access will be permitted off Dunsmuir Avenue
- b. Where a rear access lane is present, access should be from the rear lane.
- c. Provide options for alternative modes of transportation like public transit, bicycles, and pedestrians. Priority should be given to these alternate modes instead of private vehicles.
- d. Minimize the number of traffic entry and exit points.
- e. Identify pedestrian areas in parking lots with different paving and landscaping treatment.
- f. Owners are encouraged to use permeable surface treatments for roadways, parking areas, and other surfaced areas within a development.

- g. Building entrances shall be clearly visible from the street and parking areas.
- h. All development must provide adequate garbage and recycling facilities located at the rear of buildings.
- i. All new construction must meet the common parking standard as outlined in the Village's [zoning bylaw](#), and on-site parking will be located at the rear of the lot with access from the rear lane.
- j. All developments will be required to reserve a non-buildable area a minimum of 1.5metres and grant a Statutory Right-of-Way (SRW) for that area along the rear lane to enable the Village to construct and maintain a lane of sufficient width to provide rear access, travel, and snow removal.

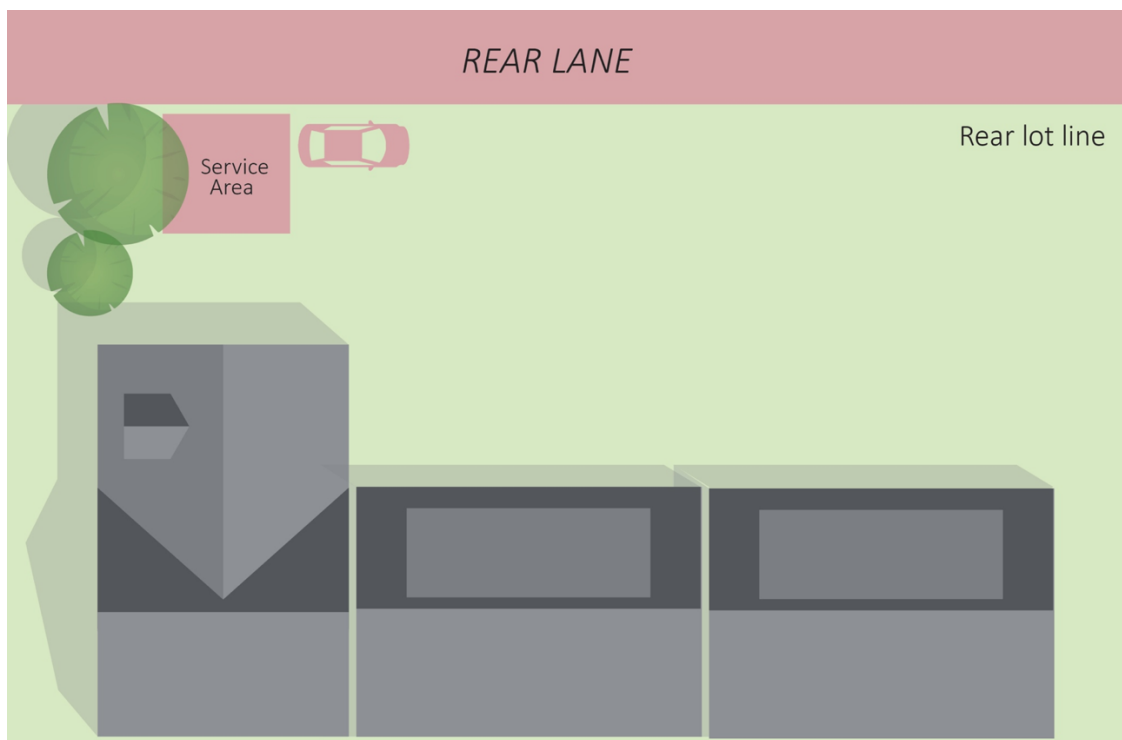


Figure 12: Illustration depicting rear lane access.

Cash-In Lieu Parking Provisions

New developments are required to consult the [Zoning Bylaw](#) to ensure the correct number of off-street parking stalls are provided. Parking stall requirements for the downtown core are identified in Table 6.3.3 VCMU-1, p.51 of the Zoning Bylaw. In Cumberland this includes visitor parking, disabled parking, electric vehicle parking and Pregnant Women and Persons with Young Children parking. However, Cumberland has Cash-in-Lieu Provisions for

parking. This means that an owner of a lot, building or structure may choose to pay the Village in cash instead of providing the required parking stalls. For commercial parking requirements, the cash-in-lieu option can be used for all stalls. For residential parking requirements, the cash-in-lieu option can be exercised for up to a maximum of 30 percent of the required parking stalls.

If an owner chooses to provide cash in lieu of the parking stalls this, they will pay:

- a. \$10,00 for each visitor parking stall
- b. \$11,760 for each disabled parking stall
- c. \$24,900 for each electric vehicle parking stall
- d. \$11,760 for each Pregnant Women and Persons with Young Children parking stall

Please provide the type of businesses, the space they will occupy in the building (in m² or sqft), and the number of residential units with the application and Village planning staff will calculate the parking requirements and cash-in-lieu options for you.

Design Guidelines

Landscaping

a. Plants:

- i. Landscaping shall respect the heritage character of the area and be consistent with neighboring properties.
- ii. Property owners are encouraged to use plantings and landscape elements that reflect the historic development of HVCC.

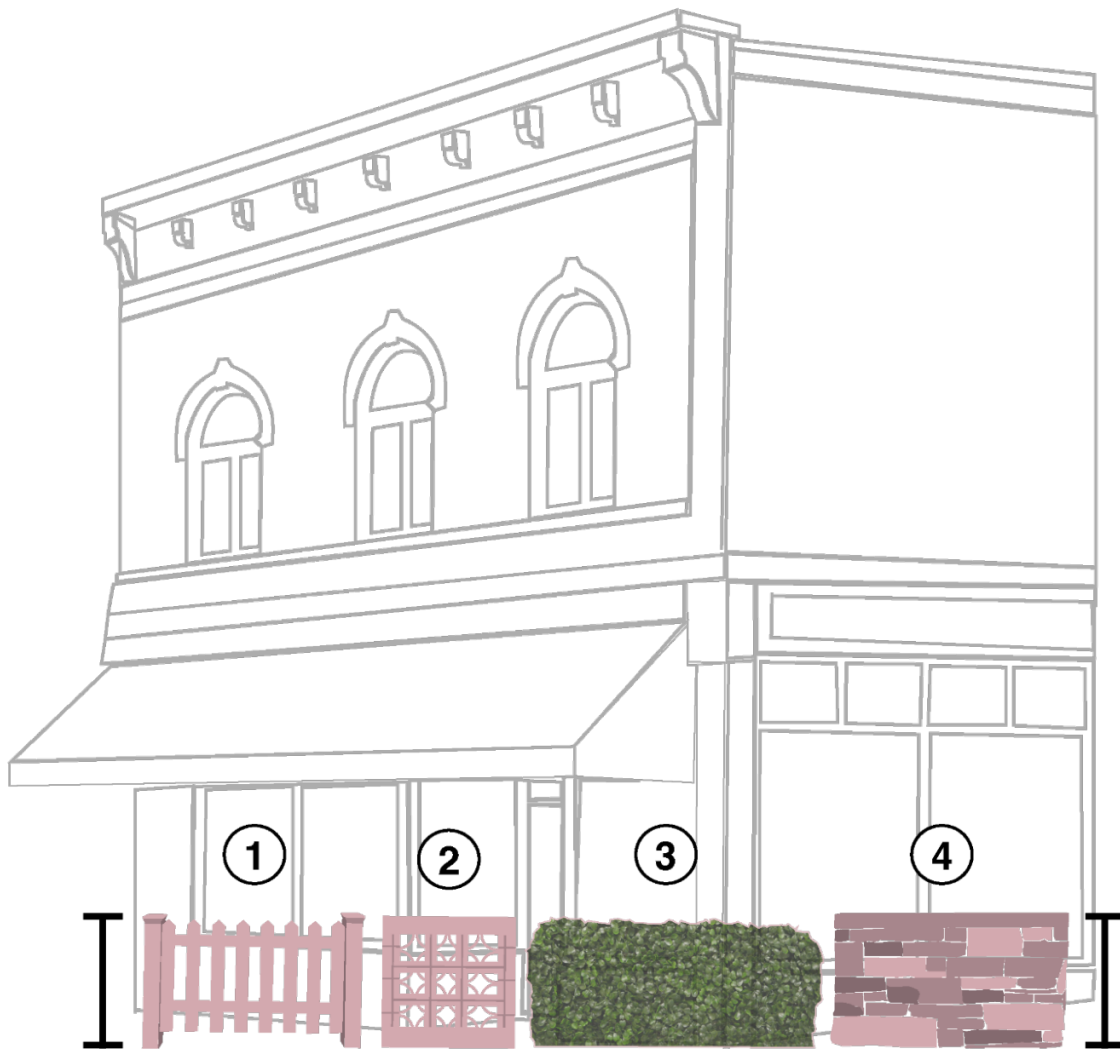


Figure 13: Mining cart-inspired bench.

- iii. Mature plantings that provide historic context, and character-defining elements, should be taken into consideration in any redevelopment of the site or before undertaking any new construction.

b. Fencing & Hedges:

- i. To maintain the existing open appearance, limit fences or solid hedges between the front of the principal building and the front lot line. The Zoning Bylaw permits fence heights up to 2m (6.6 ft) along the rear and sides of the lot and up to 1.2m (3.9ft) along the front.
- ii. Where construction of a new fence is contemplated, owners are encouraged to erect a fence or wall of historic appearance (e.g., various styles of pickets or stone walls).



Figures 14: Illustration depicting the height and historic elements fencing may include.

c. Water-use:

- i. Landscaped areas shall be watered by an automatic irrigation system, complete with an automated 'smart' controller.

- ii. Except where precedent exists for renovation of historic landscapes or gardens, high water-use turf, sod, and lawn are prohibited.
 - iii. Reduce water consumption through the use of plants suitable for the growing area.
 - iv. Development projects should incorporate rainfall capture systems for irrigation where feasible.
- d. Other elements:
- i. Elements such as shipping and loading areas, outdoor storage areas, shipping containers (if permitted), transformers, and meters should be screened by landscaping, solid fencing, and appropriate siting.

Materials

- a. Original materials:
- i. Maintain original materials to ensure visual continuity.
 - ii. Leave original materials in place when intact.



Figures 15-16: Well-maintained original materials that have remained intact on buildings within the HCA.

- b. New materials:
- i. Use new materials to respect both the style and the date of the individual building.

- ii. If replacement of original wood siding is necessary, replicate the original appearance of wooden elements.
- iii. All materials used in alterations or additions should be similar in appearance to the original structure.



Figure 17: Materials of similar appearance and form of historical buildings in the HCA.

c. Recommended Exterior Materials:

- i. Low profile horizontal drop or bevel siding
- ii. Wood shingles
- iii. Sandstone and good quality brick
- iv. Appropriately designed stucco as a cladding material
- v. Solid color, small tile (15cm) as a decorative element in entryway and façades



Figure 18: Wooden shingles encase the Riding Fool Hostel building.

d. Repair, restore, reuse and conserve:

- i. Repair original windows or replace inappropriate later additions with replicas of the originals (For example, several of the early Cumberland buildings originally had double-hung or casement wooden sash windows and wooden doors).
- ii. Where possible, original window and door hardware shall be conserved and reused.
- iii. Return window openings that have been changed in size to their original dimensions.



Figure 19: [The Old Post Office building on Dunsmuir Avenue.](#)

e. Acceptable if:

- i. Metal frame windows and curtain walls are acceptable if there is clear demonstration of scale, material, colour, and pattern that integrates with the surrounding context.
- ii. Blocked windows should be opened and properly reglazed.

f. Not permitted:

- i. Vinyl window systems

Colour

The choice of a colour scheme for a building shall be made based on what is most appropriate for the individual building and what colours may be compatible with adjacent buildings. Respect for nearby buildings will help to give a unified appearance within the Heritage Conservation Area.



Figure 20: [Foreground] The Old Masonic Hall, [background] the Ilo Ilo Theatre.

Lighting

a. Light shielding:

- i. Lights should be fully shielded (full cut-off)
- ii. Light shall be shielded so the lamp itself is not visible outside the property perimeter.
- iii. Exterior building lighting is concealed in soffits or other similar architectural features, where feasible



Figure 21: An example of light shielding to reduce light pollution and minimize negative externalities for residents.

b. Light placement:

- i. Security and other lighting should not shine directly into residential properties or reduce the effectiveness of any landscaped buffer between properties.

c. Lamp poles and luminaries:

- i. Lamp poles used for site area lighting should complement the form and character of adjacent sites and Village Streetlighting standards.

d. Safety:

- i. On-site lighting should support for pedestrian/vehicle safety.
- ii. Lighting should adhere to principles of Crime Prevention through Environmental Design Principles (CPTED). This includes designing lighting for pedestrian pathways, building entrances and parking areas at a human scale (i.e., low level bollards) and address pedestrian safety, in a historically sensitive manner.

Signage



Figure 22: Several hanging signs along Dunsmuir Avenue.

Sign regulations, including maximum dimensions and projections are found in Part 5 of the Villages [Zoning Bylaw](#).

HCA designated area recommended sign types:



Figure 23: A modern example of a hanging sign on a commercial storefront.

a. Projecting hanging signs:

- i. These signs project out from a building at a 90° angle and generally hang over the sidewalk.

- ii. Projecting hanging signs should hang at least 3.0metres above the sidewalk surface.
 - iii. Projected signs should be built from wood or metal and be painted, enameled, or carved by sandblasting.
 - iv. Permission from the Village is required to construct a sign encroaching on public property.
- b. Fascia signs:
 - i. Fascia signs are installed over the main entry of a building.
 - ii. Backlit plastic fascia signs are prohibited.
- c. Painted window signs:
 - i. These signs are painted on the inside of windows.
 - ii. They should be simple in design and painted in gold leaf or with drop shadows.
- d. Painted wall signs:
 - i. These signs are painted on the exterior walls of buildings.
 - ii. Avoid large garish or brightly coloured wall signs that would be out of place in Cumberland.



Figure 24: An example of a painted wall sign on [the Waverley Pub and Hotel](#).

e. Canopy or awning signs:

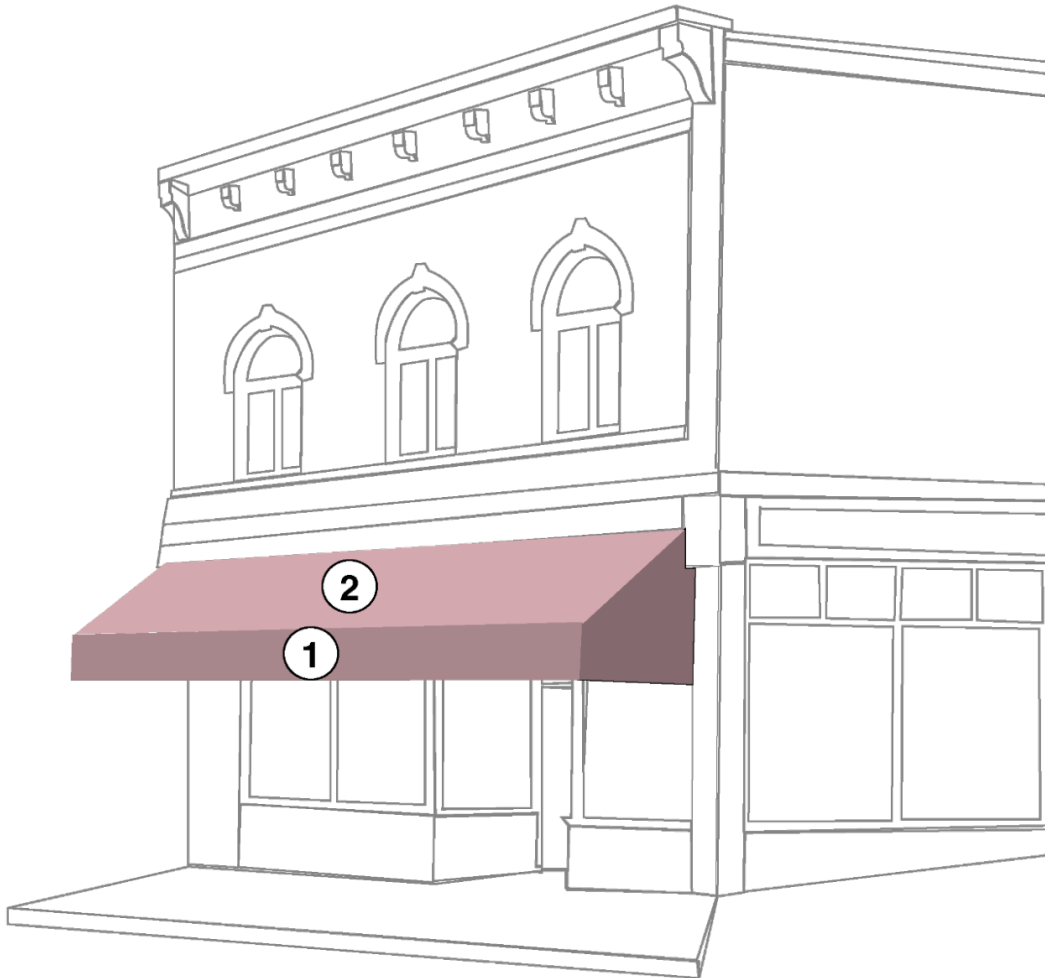


Figure 25: An illustration of general awning and signage placements.

- i. The valances of canopies and awnings are often used for signage.
- ii. Generally, the sign message should be placed on the (1) valance area of the awning or (2) canopy.

General signage rules and recommendations:

f. Sign illumination:

- i. Sign illumination for new signs shall be exterior, from the front and downcast.
- ii. New signs should be lit from the exterior, the front and downcast.

- iii. If the signs are illuminated internally, they may include halo lighting or direct backlighting only for individual letters and logos.



Figure 26: An example of a painted wooden sign on a modern building in the HCA.

- g. No signs shall be:
 - i. No signs shall be equipped with flashing, oscillating, or moving lights or beacons.
 - ii. No signs shall be permitted on a roof.
- h. Recommended signage materials:
 - i. Painted or sandblasted wood
 - ii. Painted or enameled metal
 - iii. Neon (appropriately designed in a period style)
 - iv. Painted signs on fabric canopies or awnings

Architectural Detailing

Design proposals for heritage buildings shall be examined to determine what original architectural details remain and may be rehabilitated. The historic character of heritage buildings is dependent on a variety of architectural details. In some cases, certain features have been lost or obscured by many years of weathering, inappropriate renovation, or lack of maintenance. Not every detail of every building may be feasibly restored, but surviving features shall be retained and repaired.



Figure 27: Architectural details on the Big Store/John-Cliff Dry Goods Store building.

a. Architectural features:

- i. Inappropriate later additions shall be removed or replaced.
- ii. Building details shall be compatible with the date the building was constructed or, where appropriate, a historically defensible later date based on documentary evidence.

b. Not permitted:

- i. Inappropriate new architectural details will not be permitted.
- ii. Fake or imitation "heritage looking" elements such as sunburst windows or "gingerbread" woodwork shall not be applied to the façades of buildings if they were not a part of the original fabric of the building.

c. Awnings:

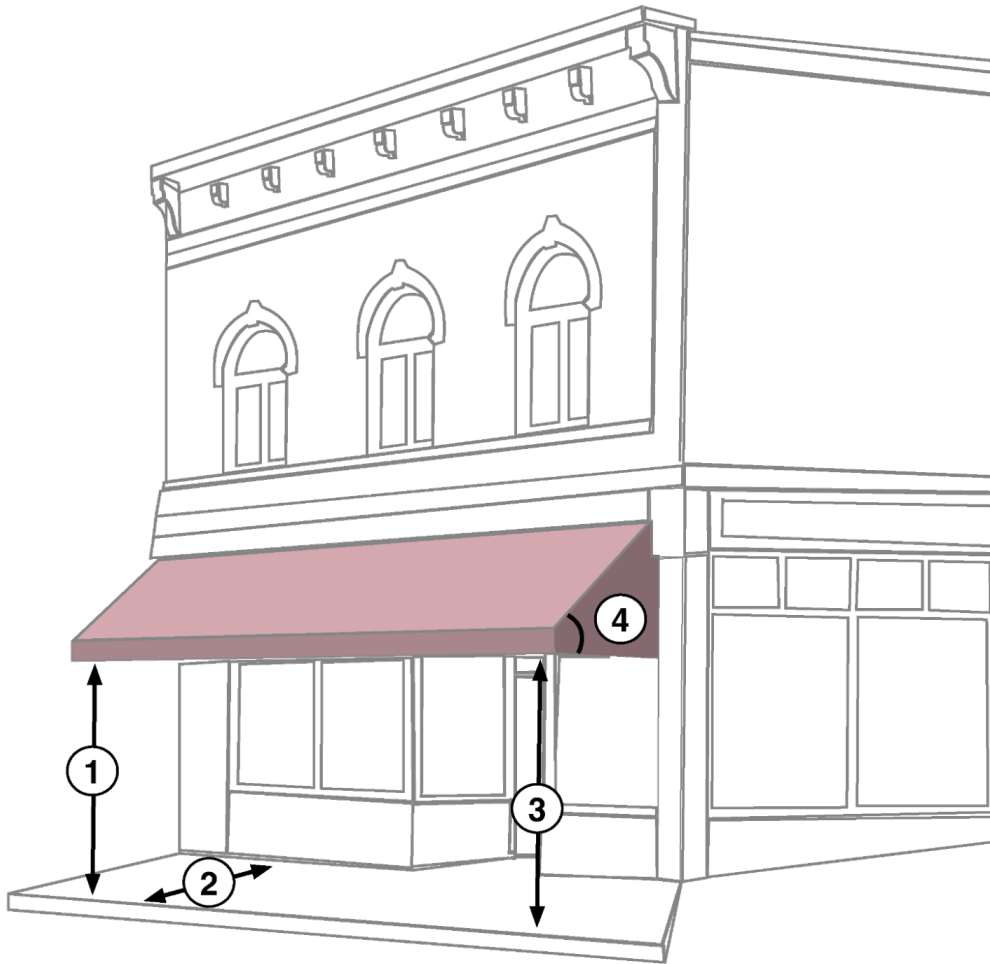


Figure 28: An illustration depicting required awning dimensions.

- i. Awnings are recommended, where appropriate
- ii. The awning or canopy shall be well set back from the curb.
- iii. Awning and canopy dimensions shall be as follows:
 - (1) 2.8 metres minimum height from ground level to bottom of awning
 - (2) 1.8 metres maximum projection from building
 - (3) 45-degree awning or canopy angle
 - (4) 1.8 metres maximum frame height

Storefront design

a. Storefront design examples:



Figure 29: Illustrated storefront detailing large, glazed display frontage, brackets, wood siding and shingles, a pitched roof, wooden-sash windows, trim, and soffits. The illustration is based off the Old Tarbell's Building (now Dodge City Cycles and the Riding Fools Hostel).

- i. Incorporating large, glazed display frontage, awnings and signage indicative of the late 19th and early 20th century "Pioneer" style.
- ii. Historic architectural detailing and materials, such as brackets, wood siding.
- iii. The use of pitched roofs, porches, and verandahs; wood siding and wooden-sash windows; trim and soffits.
- iv. Punched window openings and projecting cornices at the rooflines.

Important Documents and Links

1. [Application for Heritage Alteration Permit](#)
2. [Zoning Bylaw No.1027](#)
3. [Official Community Plan Bylaw No.990](#)
4. [British Columbia Building Code](#)
5. [Vancouver Heritage Foundation](#)
6. [Cumberland's Community Heritage Register](#)

CUMBERLAND HERITAGE DESIGN GUIDELINES

RECOMMENDATIONS

2023

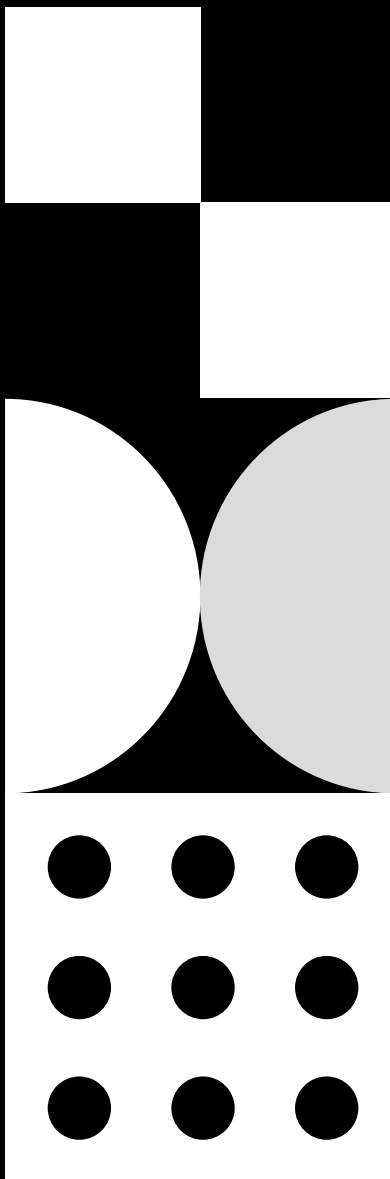


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Introduction

Statement of purpose

The Village of Cumberland and Vancouver Island University Master of Community Planning students have partnered to review the village's existing heritage design guidelines, and provide an analysis and review of similar communities that could be relevant to shaping the revised guidelines for the Village.

The purpose of a Heritage Management Strategy is to identify and define heritage values in the community, create a policy framework for the protection, and apply legislated tools as appropriate. Tools might include a heritage register, heritage designated sites, heritage revitalization agreements, or a designated heritage conservation area, public engagement and public partnership in the Official Community Plan(OCP). This project is focused on a common component of heritage plans and OCPs aimed to retain the character of the neighbourhood: heritage design guidelines.

This report answers two key research questions:

1. What is Cumberland's community character?
2. How do you retain neighborhood character?

Vision

The Village of Cumberland is a unique community. It celebrates a rich coal mining history that is visible everywhere - from the heritage homes in the historic core to the abandoned mine sites scattered throughout the surrounding forests.

Key Deliverables

This document provides:

- Analysis of Cumberland Heritage
- Analysis of heritage design guidelines of similar communities
- Analysis of nearby community
- Illustrative recommendation to celebrate Cumberland's heritage

Cumberland Context

Cumberland is a place steeped in history and ripe with both pre-colonial and post-colonial stories. Located in the Comox Valley in the historic territory of the K'omoks First Nation. Cumberland's post-colonial origin begins as a coal mining town during the mid 1800s. Developed through many eras, over many years, Cumberland has come to identify itself through recreation opportunities, public art, historic building sites, and economic resilience. Since 2006 Cumberland has seen a 26 percent increase in population; many of these people are of the younger generation.

The people of Cumberland are passionate about their Village. They are here because this Village offers an unmatched quality of life. They envision that Cumberland will continue to be a community vibrating with activity. Daily life for a member of the Cumberland community is peaceful, quaint, and filled with opportunities to enjoy the “little things in life”. Whether it is a visit to a local coffee shop with neighbours or a bike ride through the extensive open spaces, forests, and natural amenities in the surrounding area, the Village provides a range of opportunities for all ages and needs. A fundamental draw for this Village is its sense of history and culture, which has attracted a diversity of people who enjoy the pace of life connected with nature, the community, and the arts.

The Village is built upon the following priorities:

- Improvement and expansion of infrastructure to accommodate measured growth.
- Attainable housing.
- Village Centre rejuvenation.
- Promotion of the Village for local and regional businesses.
- Recreation and tourism.
- A healthy, active, and engaged citizenry of all ages and walks of life.
- Accountability and transparency.
- Protection and enhancement of natural features and functions

The historic Village center continues to be the vibrant focal point and heart of the community with an enviable mix of historical, commercial, residential, civic, and cultural activities in a natural forested setting.

K'omoks First Nation

Cumberland is located on the traditional and unceded territory of the K'omoks First Nation. The K'omoks of today refer to themselves as the Sahloot, Sasitla, Leeksun, and Puntledge. Living up and down the Island, the K'omoks peoples have an existing oral history still alive today. According to the K'omoks First Nation's website, the people were seafaring in nature.

Pre-colonial K'omoks celebrated song, dance, and craftsmanship throughout the region. Some of these songs and dances still survive today. Post-colonial history shows that the people of the K'omoks region endured hardship. They lost land, resources, and their connection to their own culture. Modern K'omoks are striving to reclaim the cultural expression and relationship that was lost during colonization.

The K'omoks First Nation ask that, "in the spirit of reconciliation, it is encouraged and appreciated that our local organizations show acknowledgment of the K'omoks First Nation Unceded Traditional Territory at their public and internal gatherings when appropriate."

Objective

To acknowledge and celebrate the pre-colonial history of the traditional keepers of the land.

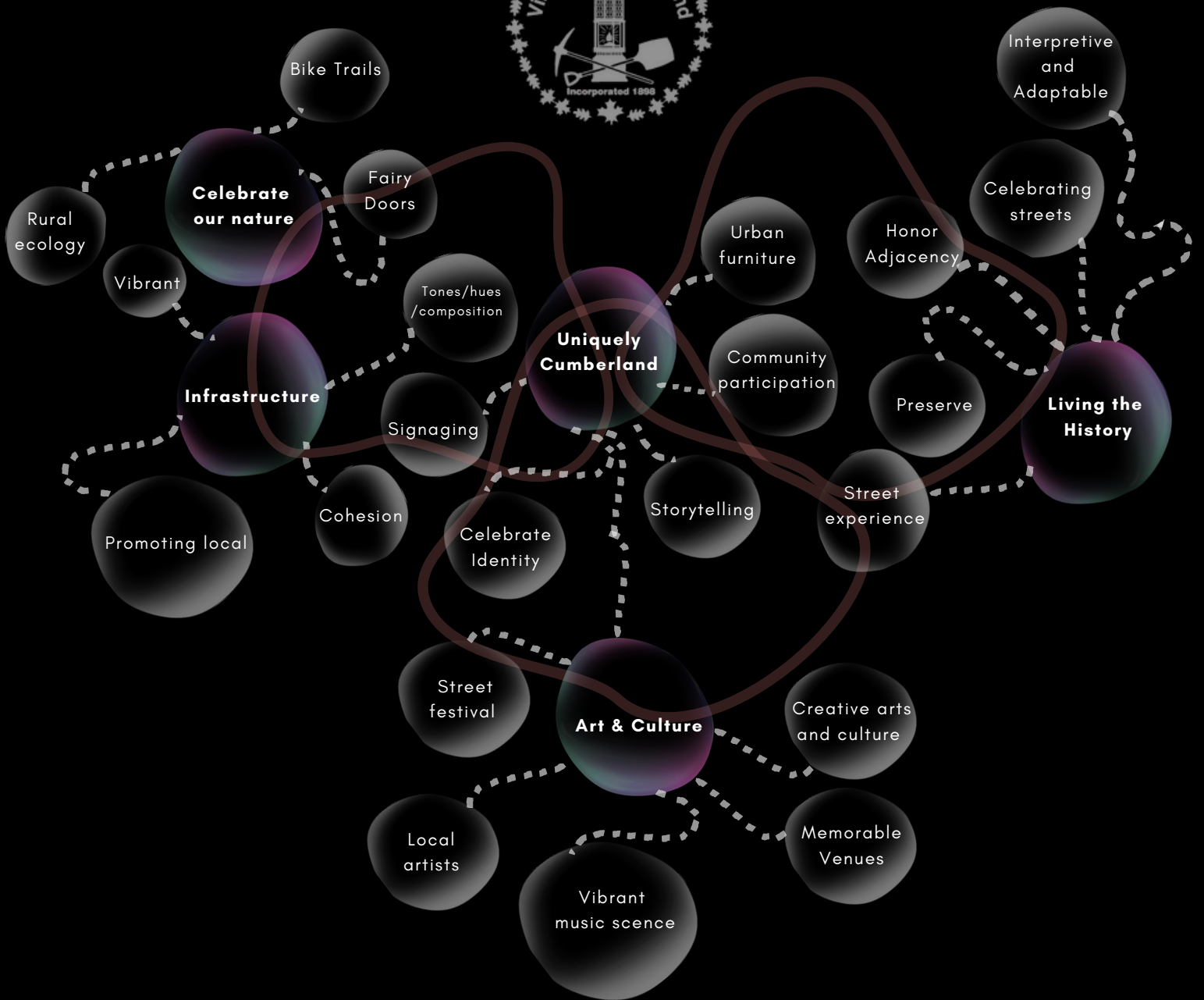


Guidelines

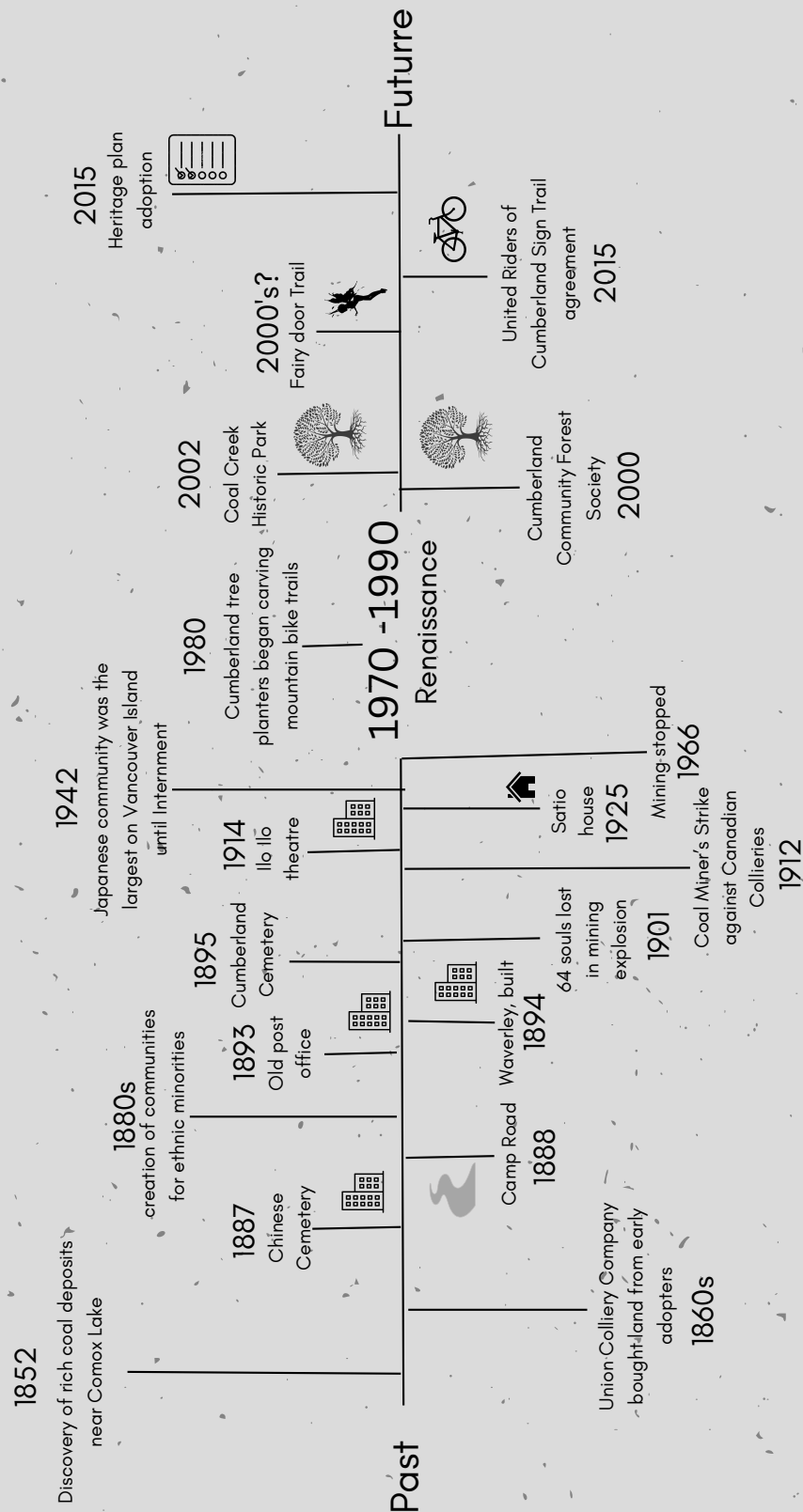
- Collaborate with K'omoks First Nation on how to best work towards truth and reconciliation
- The K'omoks First Nation organization recommends using the following statement to begin public and internal gatherings when appropriate:
"we/I respectfully acknowledge that the land we gather on is on the Unceded Traditional Territory of the K'omoks First Nation, the traditional keepers of this land".
- Enquire with the K'omoks First Nation regarding how to best represent or commemorate Cumberland's pre-colonial history.
- Offer the opportunity to the K'omoks First Nations to provide input regarding public gathering, form and character, and art.

GUIDING PRINCIPLES

Cumberland's Heritage



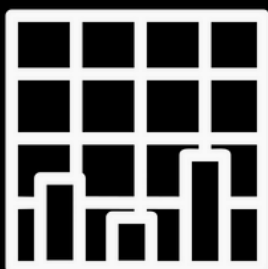
Historical Timeline



VICTORIA OLD TOWN DESIGN GUIDELINES

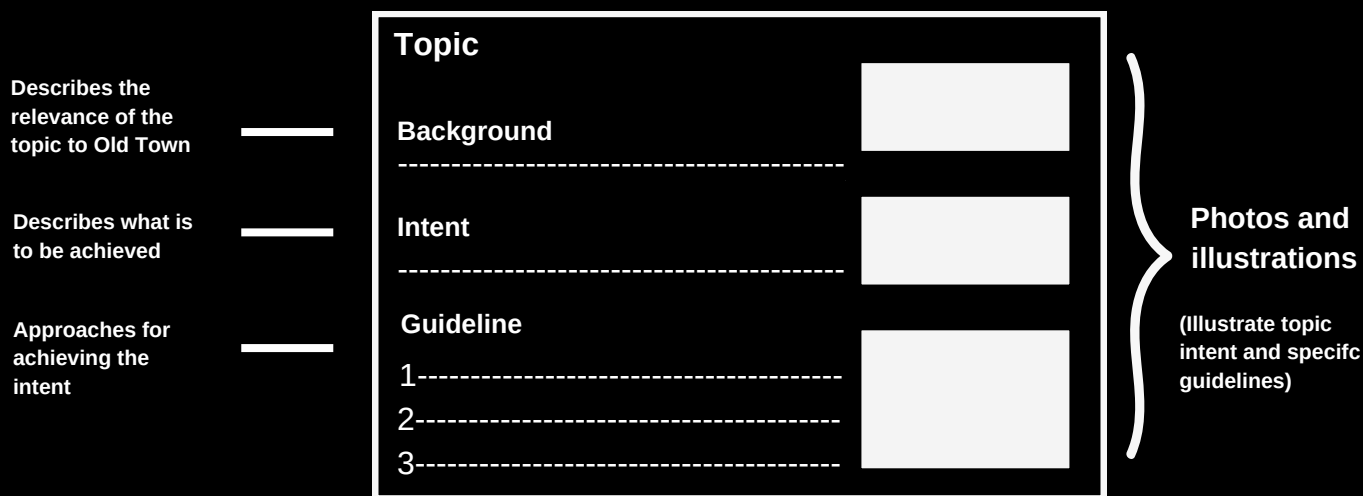
Victoria is a historic city located on Vancouver Island with rich cultural and architectural characteristics that are valued and worth preserving. Victoria’s heritage guideline for the Old Town was written in 2019 for new buildings and additions to existing buildings. It follows a more prescriptive approach.

The following are some ways in which the guidelines could benefit or relate to the preservation of the character of Cumberland:

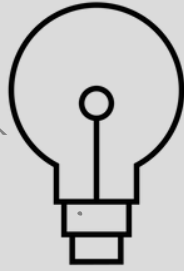


Diagrams and Legibility

The guidelines have a defined structure which includes the following sections: Background, Statement of intent, and Guidelines. It also introduces Old Town subareas, their traditional architecture and urbanism, and elaborates on the architectural character and characteristics of each. Moreover, it has photos and graphics to illustrate the architectural characteristics and recommendations.



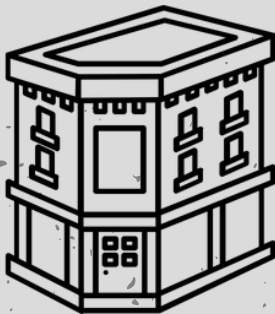
Source: Victoria Old Town Design Guidelines, 2019



Lighting

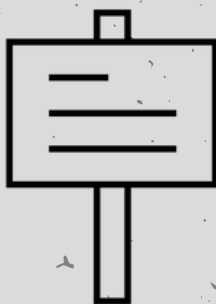
Guidance for the use of lighting is embedded within the section of the relationship to street and open space. Use lighting to highlight building features and illuminate the public realm while avoiding over-illuminating the building or projecting light into the sky or onto adjacent properties.

It could be a separate heading.



Façades

"Blank walls that face public streets and open spaces are strongly discouraged and should be avoided. Where unavoidable, blank walls should be screened or enhanced with design elements appropriate to the context."



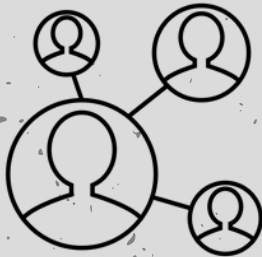
Signage

The guidelines include preferences for signage that is less visually cluttered and has a low impact from its light. The preferred sign types are defined as: "projecting two-dimensional or 'blade' type signs, externally lit signs, external neon signs and small neon signs inside windows, individual cut out or silhouette letter signs mounted on storefronts, and restored historic sidewall signs." A separate four-page document is provided for signs and awnings outlining suggestions about lighting, materials, and the preference for simplicity for these elements.



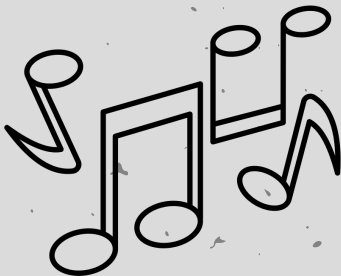
Colours and Materials

Victoria's Old Town design guidelines include suggestions for materials, colours, and textures that compliment existing structures within Old Town. It is recommended that colours that reflect local heritage palettes are used but specifics are not mentioned. The guidelines mention the intent to avoid painting masonry and make high level suggestions of materials, for example: "use materials with textures and patterns that are visually interesting."



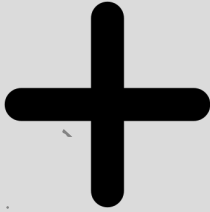
Social and Communal Potential

A thorough section of these guidelines is dedicated to the relationship to street and open space with the intent to: "create visual interest, support pedestrian activity, and achieve human scale." The section includes, among others, recommendations for transparent glazing on street level and the potential for setbacks for social areas to animate the street. These details could be added to Cumberland's current guidelines to emphasize the possibilities that impact the public realm.



Rhythm

Victoria's Old Town Design Guidelines include suggestions for materials, colours, and textures that compliment existing structures within Old Town. It is recommended that colours that reflect local heritage palettes are used but specifics are not mentioned unless requested. The guidelines mention the intent to avoid painting masonry and make high level suggestions of materials, for example: "use materials with textures and patterns that are visually interesting."



Additions

There is no section for additions in general but there is a separate section about rooftop additions which elaborates on some general guidelines as well as compatibility, hierarchy and Distinguishability. Reusing original materials, minimizing the detailing of rooftop additions, making them minimally visible, and using setbacks and less dominant colors are some of the suggestions given for rooftop additions.

Overall, Victoria's Old Town Design Guidelines are a more prescriptive approach to achieve neighbourhood character. Some differences noticed in comparison to other guideline documents reviewed is that many topics, such as lighting and windows and doors, are embedded within the section "relationship to the street" versus separate, individual, headings.

Lastly, there are no suggestions for other types of additions apart from rooftops and the colour palette provided is still open to some interpretation.

NANAIMO HERITAGE BUILDING DESIGN GUIDELINES



Nanaimo Heritage Conservation Area

53 Recognized heritage buildings in the Downtown/ Fitzwilliam Street Corridor Heritage Conservation Area

Nanaimo’s heritage guidelines emphasize retaining the original built form and detailing, preservation, and enhancement of original character. It starts with categorizing the heritage buildings based on their uses with an emphasis on the economic, cultural, and social viability and respecting the adjacent buildings.

After examining Nanaimo’s heritage design guidelines, some interesting aspects which could be incorporated to help redesign Cumberland’s heritage design guidelines were realized.



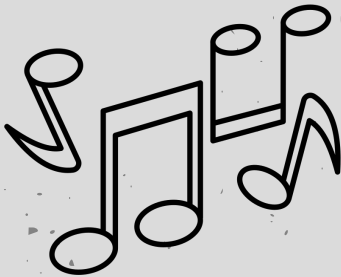
Economic Viability

An important feature of Nanaimo’s heritage design guidelines is the emphasis on economic viability as it ensures that heritage buildings or sites are not only preserved but also sustainable in the long run. Without economic viability, the cost for preserving heritage sites could lead to neglect or demolition of the sites in the long term. Economic viability ensures that heritage sites are not just preserved for their historical or cultural value but also for their economic value.



Colours and Materials

The guidelines impose restrictions on the colours and materials that can be used in the heritage area. However, they also offer designers a range of options that adhere to historically accurate color schemes and material selections. These options include colours such as earth tones and natural pigments that reflect the distinctive features of the heritage area, as well as those that are derived from the materials themselves.



Rhythm

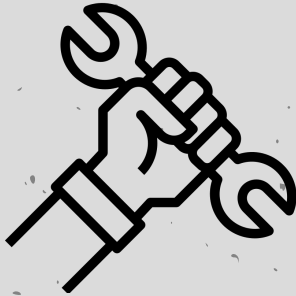
Nanaimo's heritage building design guidelines defines the rhythm as a pattern made by the alternation of solids and voids (walls to openings) in the façade that might be observed and perceived by the passerby from a specific distance. The guidelines recommend the making of a sympathetic relationship between old and new constructions. Understanding the concept of the rhythm can help developers to align their new project designs with respect to current characteristics without actually mimicking the old designs.



Additions

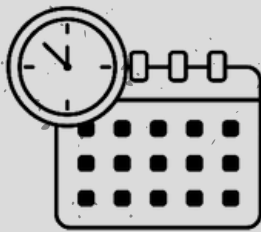
Nanaimo's heritage building design guideline provides unambiguous instructions on making additions to heritage buildings that minimize alterations to their profile and appearance, while still maintaining a distinct separation from the original structure.

There were, however, some aspects to heritage guidelines and conservation which did not received the amount of attention deserved. The following paragraphs contain recommendations that could be considered in the documentation.



Mitigation measures

Mitigation measures are series of actions or strategies which could minimize any harms to existing heritage buildings and structures. These measures could be either preventative or reactive. Incorporating mitigation measures into different sections of the guidelines such as those related to additions or colour choices can facilitate a better understanding of methods for managing heritage structures or constructions within the surrounding area.



Ignoring Time-Related Alterations:

Although the emphasis of Nanaimo's guidelines on the retention of the original built form helps preserving the original character of the heritage buildings, in long term, this approach could impede the formation of new heritages that could showcase stories from various eras.

ROSSLAND BUILDING DESIGN GUIDELINES: HISTORIC DOWNTOWN

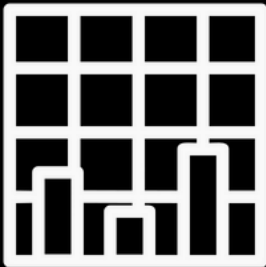
The Village of Rossland is similar to Cumberland in the way that it is a smaller community on the edge of a larger community. Rossland also has a similar population and economic profile. Rossland has created an economy by celebrating its:

- gold mining history
- founding years of the City's development
- early ski culture
- and historic buildings and homes related to the boom-town era

Rossland receives funding as a resort municipality that allows extra resources to be injected into the community planning infrastructure.

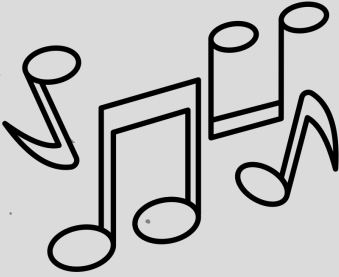
The Village of Rossland's design guidelines avoid recommending aesthetic solutions to revitalization that give it one particular style, instead opting to deal with building design on a "case by case" basis. This allows the planning department full control over heritage development. Rossland compensates for the lack of prescriptive language by using extensive "development permit applications" to ensure quality applications.

Rossland does an excellent job of activating the community as a potential partner. Consistent communication with the community, as well as explicit detail, is given regarding how the community can get involved, get funding, or get tax exempt.



Diagrams and Legibility

Rossland's document could have done a better job at defining key terms. Rossland's document had too many box charts which hindered the documents legibility. Graphics were very helpful although there were no diagrams. Rossland's document did an excellent job of having appropriate structure and providing easy-to-read paragraph information.



Rhythm

No illustrations of rhythm were given in Rossland's document. All language is descriptive and prescriptive language is actively avoided in the document.



Colours and Materials

Rossland's colour palette is based off of their environmental features and they have loose guidelines for materials. Since Rossland uses descriptive language, they ensure to encourage themes that relate to connected guideline documents.

Themes:

1. Diversity of housing, such as miners' cabins, Victorian mansions and single family dwellings with contemporary detailing
2. Grid pattern of the streets interrupted by topographic features
3. Curvilinear streets following historic railway rights-of-way
4. Views from high ground over Happy Valley, Trail Creek Valley and Lower Rossland
5. Views of surrounding mountains above town
6. Modest-sized housing on generous properties
7. Urban trees
8. Trailheads leading to mountain walks
9. Recognizable sub-neighbourhoods within the Upper Rossland area
10. Historic churches, commercial and institutional buildings
11. Proximity to Rossland's downtown core



Social and Communal Potential

Rossland does a phenomenal job of acknowledging and encouraging community participation. The community's opinion regarding heritage and character has been actively discovered and is reflected in the key themes and guiding principles of the Heritage Guideline Document. Much support is given in the form of links, forms and other general information that can help guide community members and developers.



Other Design Thoughts

The length and format of Rossland's document makes it unappealing to print and read. It's very text heavy and could use more precedent images to illustrate key points.

Indigenous context is given but not celebrated the way a heritage document should. Heritage is more than post-colonial knowledge, pre-colonial history should be incorporated into all documents

The nature of descriptive policy allows for great flexibility and future growth but also requires the planning infrastructure to accommodate the breadth of application received.

In contrast to the above, the following conclusions were made as to what aspects may not be appropriate for Cumberland's Heritage Design Guidelines:

- Unlike Rossland, the architecture and character of Cumberland is less defined as to what it should be moving into the future. Descriptive guidelines to the same extent may provide to be untenable for Cumberland due to differences in RMI funding and current development application format.
- There could be more precedent photographs.

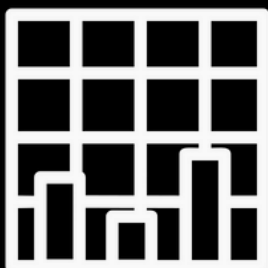
FERNIE BUILDING DESIGN GUIDELINES: HISTORIC DOWNTOWN

The City of Fernie, located in the southeast of British Columbia, shares some characteristics with Cumberland in its connection to the outdoors. Fernie, like Cumberland, is connected to its surrounding natural assets through its tourism industry focused on skiing, mountain biking, and fishing, among others. In terms of history, Fernie's post-colonial history began with the arrival of the coal industry and the Canadian Pacific Railway which is much of what is prevalent in its historical downtown area.

Fernie's Heritage Building Design Guidelines (2014) contain a specific definition for the historic period: "The period following the 1908 fire up to 1918," and the Building Design Guidelines for this historic area are prescriptive to maintain the specified character of this time period. The objectives of Fernie's building design guidelines (2014) are: "to construct, maintain and restore all building facades in a manner that is authentic or sympathetic to the historic period."

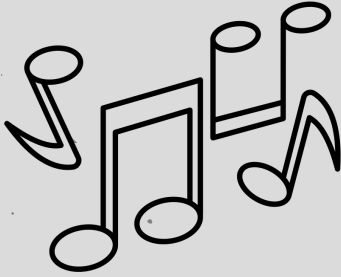
From our site visit and information from our client, it was understood that the heritage of Cumberland is not as well defined nor does it have a specified time period as is present in Fernie but there are aspects of Fernie's Heritage Design Guidelines that could benefit Cumberland.

Following a review of the Building Design guidelines, the following conclusions were made as to what aspects could benefit the recommendations for Cumberland's Heritage Design Guidelines:



Diagrams and Legibility

Clear definitions of terms are provided in Fernie's document; these terms are defined at the beginning and bolded when used throughout the document which is helpful in understanding and knowing what has already been defined. This creates less interpretation from outside sources.



Rhythm

As seen in example below, guidelines of scale were simply illustrated alongside a short description of preferred patterns.



Source: Fernie Building Design Guidelines, 2014



Colours and Materials

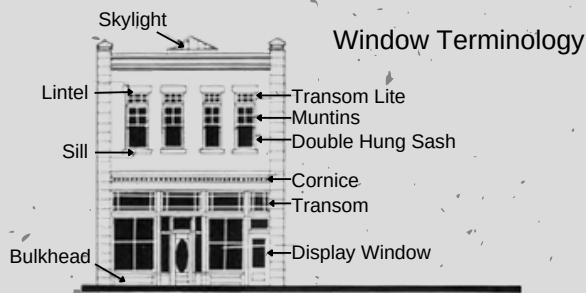
Recommendations for colour allow for interpretation which could offer flexibility for Cumberland's character, for example:

Design decisions regarding the selection of colour on individual buildings shall consider the aggregate appearance of the overall area. Colours shall be chosen which conform to the Historic and Heritage Colour Schemes (refer to Section S.9.1), and shall not clash with the paint schemes of adjacent buildings or the colours of the surrounding natural environment due to excessive brilliance or intensity. In contemporary times there is a tendency to think of painted brick masonry as a negative, and much restorative effort and expense is often devoted to removing paint from brick building facades. In fact, in many instances, the brick was originally finished with a paint coating, as natural brick was sometimes considered as unfinished to the Victorian eye. It is wise to check archival photographs, if possible, to determine the correct historic treatment for the masonry building face. Painting masonry can sometimes be a way to help homogenize the finish of a façade where brick repairs with disparate materials have led to a patchy appearance (Fernie Building Design Guidelines, 2014)



Façades

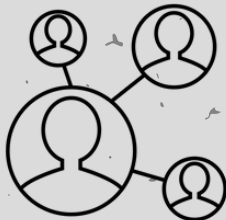
Fernie's Guidelines (2014) include recommendations for secondary façades which specify: "high profile or highly visible secondary façades should reflect the design elements and treatment of primary façade." This could benefit Cumberland in preventing blank walls on façades that face cross streets or the alleyway for larger developments.



Windows and Doors

Source: Fernie Building Design Guidelines, 2014

The guidelines for windows and doors in Fernie's historic downtown are reinforced with detailed illustrations that convey the overall preferred styles. Similarly to the other sections within the document, the guidelines provide a description of permitted and not permitted elements.



Social and Communal Potential

The guidelines include the encouragement of setbacks that could provide benefits to the public realm that Cumberland identifies with, for example: "Designs for new construction are encouraged to explore the potential for developing pedestrian amenities through the creative use of setback from the property line" (Fernie Building Design Guidelines, 2014)



Other Design Concerns

Fernie's guidelines follow a structure of listing detailed permitted and not-permitted elements for each section. This may be too thorough for each section for Cumberland's design guidelines but could be beneficial to specific elements of heritage that Cumberland would like to maintain or prevent.

Additionally, the guidelines not only mention the necessity to promote restoration, re-creation, and renovation of the historic buildings within the conservation area, but these types of work are defined in order of preference.

In contrast to above, the following conclusions were made as to what aspects may not be appropriate for Cumberland's Heritage Design Guidelines:

- Unlike Fernie, the architecture and character of Cumberland can not be defined by a ten year period in time.
- The prescriptive style of the guidelines may not be able to characterize the multicultural and more recent heritage of Cumberland.
- There could be more precedent photographs.

CUMBERLAND HERITAGE DESIGN GUIDELINES

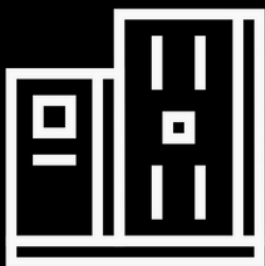
Cumberland is a unique and special place with a rich and vibrant history. According to Statistics Canada, the population in 2021 was over 4000 and shows an increase of 18% over a time period of 5 years.

Cumberland remained an active coal mining town until 1966 and an important center for local trade and commerce, with distinct ethnic settlements having been established. The village possesses many special characteristics which distinguish it from other small communities. The specialty is in terms of its low scale and design of the buildings on Dunsmuir street (Commercial Street).

The goal of the guidelines is to encourage and assist in the healthy and appropriate renovation and restoration of the commercial buildings in the core of the Village of Cumberland. Where possible, every effort was made to use historic evidence as the basis for the design suggestion for the individual buildings.

This guideline helps Cumberland to strengthen its economic viability and enhance the character of the commercial area.

Cumberland provides an intricate design guidelines document that assists developers and the village in finding common themes and designs to be implemented within the heritage corridor. This design guidelines plan has shown to be successful but should also need some recommendations in the following ways and the addition of a few more topics:



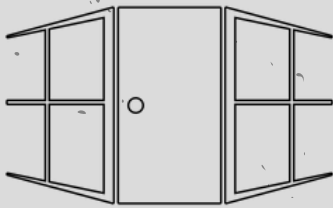
Form and Scale

Recommendations for this section are provided in a very descriptive way, and it is mentioned clearly that the appearance of a street is more comfortable with welcoming streetscapes. It shows the relationship between the design of the storeys and the combination of the closely located buildings with their proportion of the openings. Apart from this, the visual and legibility aspects are missing.



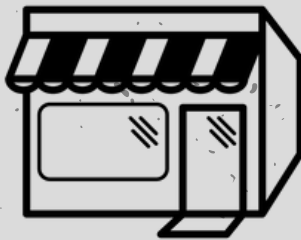
Materials

This chapter in the guidelines provides detailed recommendations about the material, including its maintenance, repair and replacement.



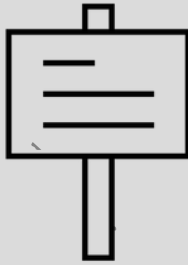
Windows and Doors

Windows and doors are significant features in buildings, and very often, they are the features most commonly altered by renovations. Information is included to provide information regarding the design and function of windows and doors and to provide background information necessary to understand the work recommended in the individual building concept designs. The commercial buildings in Cumberland illustrate many common principles of window and entry design.



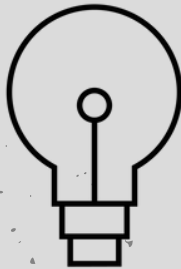
Awnings and Canopies

Awnings and canopies add character to buildings and serve several functional purposes. Generally, an awning or canopy provides weather protection for pedestrians, protection from the sun, for goods displayed in windows, a means to control building temperature in summer by providing shade, and an opportunity for signage. The guidelines provide recommendations about the types, materials, colours, maintenance, and construction.



Signage

For many business owners in Cumberland, signs are their most significant advertising expenditure. Good signage is integral to the operation and success of a business because it communicates information about the business to the consumer. Good signs will communicate these messages clearly and effectively. It provides recommendations about the types, materials, design, and lighting.



Lighting

One of the most effective methods of drawing attention to a building and business is to light the exterior of the building at night. Given the long hours of darkness during winter in Cumberland, this can be one of the least expensive and attractive forms of advertisement and security measures available to the business owner. The lighting of a building draws attention to the business while acting as a deterrent to vandals. There are many good opportunities to light the facades of buildings in Cumberland, and indeed, there are examples such as the Ilo Ilo Theatre building which was originally lit at night.



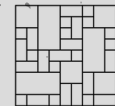
Landuse mapping & Rating



Outdoor Spaces



Diagrams/Legibility



Pavement



Documenting Changes within Historical designation



Social and Communal potential



Incentives/ Collaboration



Neighborhood Character

HERITAGE DESIGN GUIDELINES REVIEW SUMMARY

In summary of the analysis of existing Heritage Design Guidelines, there were clear differences among the approaches ranging from utilizing descriptive language to much more prescriptive. The communities' guidelines ranked from least to most prescriptive as follows: Rossland, Nanaimo, Victoria, then Fernie.

Rossland was the most descriptive containing high level language to discuss the preferences of construction being completed within its heritage area. The descriptive language is beneficial in providing room for interpretation and flexibility, but it can be a hindrance when trying to enforce. Although creativity is visible within Cumberland, with the influx of development, this could be slowed or result in undesired building features due to this opportunity for interpretation within the guidelines.

Contrastingly, Fernie had the most prescriptive guidelines with a defined ten-year historic period to be retained through detailed guidelines that specify the permitted and not permitted materials and ornamentations within the historic district. These guidelines are a great example of tactics that can retain a very specific character. Fernie's ten-year historic period is very specific and the prescriptive approach to their guidelines could be beneficial to their situation. As reflected in the introduction, Cumberland has a broader heritage timeline that may not benefit from such rigid guidelines.

Ultimately, based on this analysis and our guiding principles that define Cumberland's community character, our team concluded that the style of guidelines that would most accurately and efficiently retain the character of Cumberland would exist as moderately prescriptive on the scale from descriptive to prescriptive. These guidelines will most resemble those of Victoria's Old Town while still including some descriptive language as well. This will allow for creativity in the development while still remaining easy enough to interpret and enforce so that it does not present unnecessary delays in development processes that could lead to added housing costs or other secondary effects. Our team determined that high-level language in the guidelines could encourage the various topics of relevance while simple diagrams, illustrations, and precedent images could enhance the written guidelines. The topics that are included in our recommendations were generated from our analysis of what could have a positive effect on the guiding principles of Cumberland that we established. Some recommendations include the elements and guidelines that are present in the existing guidelines which aligned with our advice.

Lastly, in response to our analysis, our team wants to acknowledge the lack of Indigenous heritage apparent in each communities' guidelines and the opportunity and responsibility to include the K'omoks First Nation in decision-making regarding heritage.

HERITAGE DESIGNATION MAP

Cumberland United Church
2688 Penrith Avenue
Built: 1895
Recognized: 2018

Waverley Hotel
2692 Dunsmuir Avenue
Built: 1894
Recognized: 2022

Memorial Arch
2770 Dunsmuir Avenue
Built: 1921
(Designated by bylaw in 2006)

Holy Trinity Anglican Church/ Cumberland Community Church
2732 Penrith Avenue & 3287 Third Street
Built: 1895 & 1920
Recognized: 2022

Old Post Office
2739 Dunsmuir Avenue
Built: 1907
Recognized: 2017 (Designated by Bylaw in 2006)

King George Hotel
2723 Dunsmuir Avenue
Built: 1933 (originally built in 1909)
Recognized: 2021

The Big Store/John-Cliff Dry Goods
2706 Dunsmuir Avenue
Built: 1894
Recognized: 2020

Ilo Ilo Theatre
2691 Dunsmuir Avenue
Built: 1932 (originally built in 1914)
Recognized: 2019

Dunsmuir Avenue

For detailed and updated list visit <https://cumberland.ca/cumberlands-community-heritage-register/>



Structure of the guidelines

The guidelines are a resource for designers, architects, and property owners who are actively planning or considering a new building or addition to an existing building located within the commercial core heritage district. They are also an evaluation tool for the Village staff and municipal decision-makers reviewing proposals.

The purpose of the guidelines is to clarify how to achieve the broad objectives for the Heritage Village Commercial Core and Historic Village Commercial Core area as described within the OCP and the heritage designation. It is important to note that the guidelines only apply within the limits of the Village of Cumberland as illustrated in Map. Designers, architects, and property owners should reference the guidelines and consider the following:

Questions before undertaking or planning any design work related to new buildings or building additions within the Heritage Village Commercial Core and Historic Village Commercial Core area:

- How closely does the design adhere to the principles and intent of the guidelines?
- Where does it depart from them and why?
- Does the design respond to the statement of significance and character-defining elements for the sub-area?

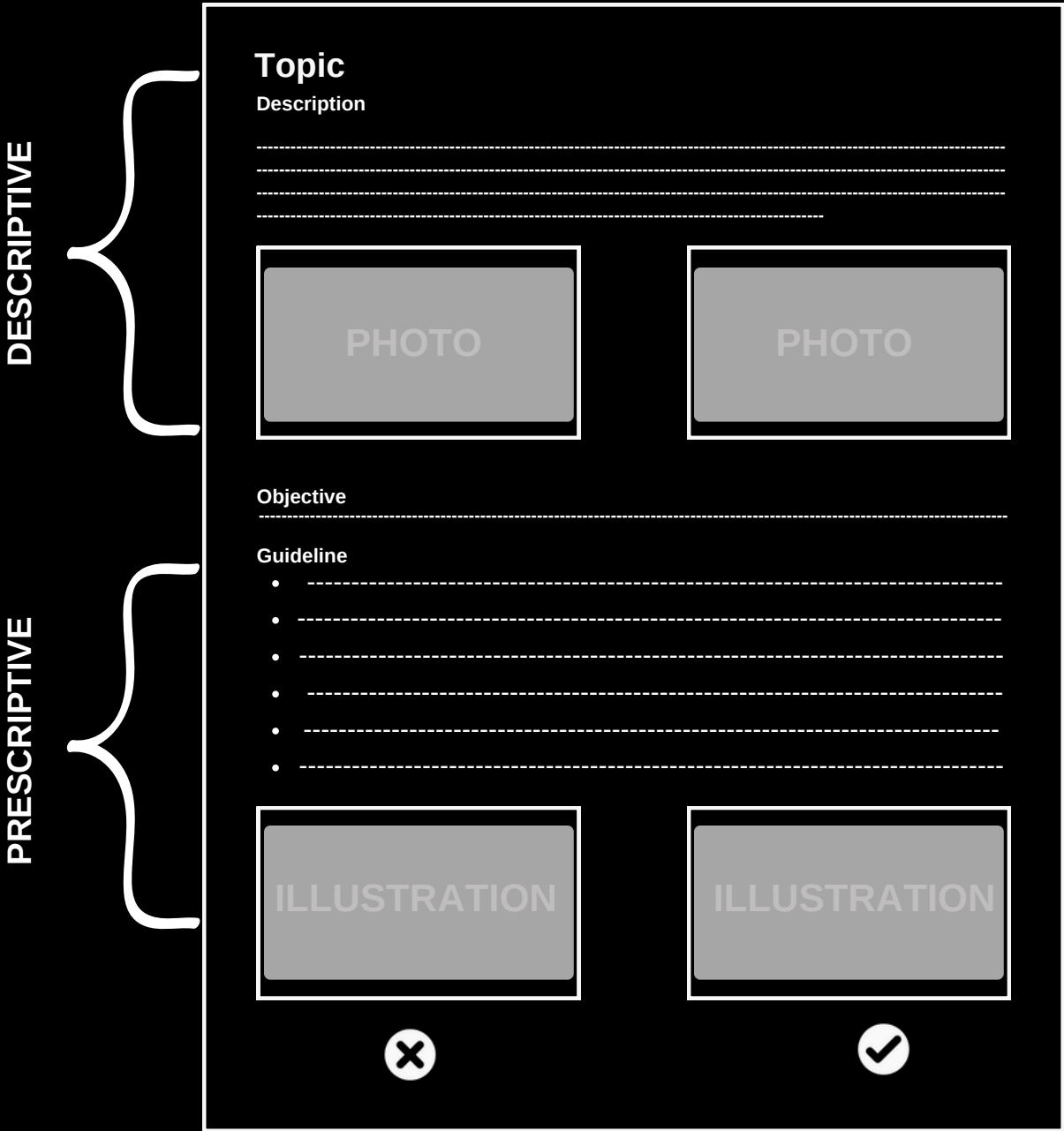
Design Guideline Structure:

The design guidelines provide a range of baseline guiding statements that are intended to be used together to ensure that the design of new buildings or additions to existing buildings results in built forms that are complementary to the context of the Heritage Village Commercial Core and that reflects the design objective outlined in this document. Applicants should clearly demonstrate compliance with all of the applicable design guidelines; however, it is also recognized that the ability to fully meet each design guideline may be influenced by land use, lot size, topography, and the overall complexity of the development.

This document provides recommendations which are structured as illustrated below:

- Topic
- Description: Introduces the topic and its significance
- Pictures (Mostly from the Cumberland context)
- Objective: Elaborate on the main vision of the topic
- Guidelines: Recommendations for the topic
- Do's and Don'ts: illustrations to depict the concept

DOCUMENT STRUCTURE GUIDE



Social and Communal Potential

Description

A defining characteristic of Cumberland's heritage and culture is its social and community identity. Throughout history, the residents of Cumberland have shown resiliency in adapting to its changing economy which is seen in the re-purposing of heritage buildings to accommodate the thriving outdoor tourism industry. This section will encourage design elements that promote opportunities for human connection in the public realm.

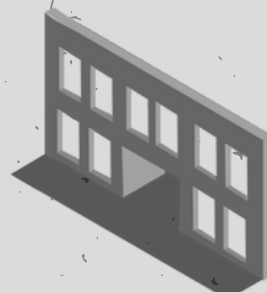


Objective

To continue to promote a pedestrian friendly, accessible, vibrant, and animated historic downtown Village core.

Guideline

- Site layout shall consider locating buildings in order to incorporate pedestrian courtyards, plazas, and common gathering areas with coordinated site furniture and lighting
- Consider substantial transparent glazing, recessed and frequent entryways, and social areas within setbacks to promote an active pedestrian experience and human scale.
- Provide visual interest through architectural design elements and/or commemorative public art. This should also be taken into consideration for significant secondary facades that are visible from cross streets.



Vibrant Music Fun Festivals

Astonishing Art

Description

Music and art are staples of daily life in Cumberland. The Village is home to many festivals that highlight this community culture. From May to October, there are many festivals of local artisans and musicians to participate in. These festivals are highlights of the Cumberland experience and attract residents and visitors alike.

Festivals have become part of Cumberland's community fabric. They provide vocational opportunities and opportunities for participatory and spectator leisure. Cumberland's historical buildings, such as the Waverly Hotel, play a large role in supporting these present-day cultural events. Daily music is also a large part of Cumberland's character. Walking past the library during open hours, pedestrians are greeted with the lovely sound of music. It's commonplace for musicians to jam in places within the downtown core.

Public art is also predominantly displayed throughout the heritage corridor and beyond. Both sanctioned and unsanctioned visuals can be found throughout Cumberland. Of note, Cumberland has supported public art projects which have helped develop community pride and beauty.



Objective

To continue and expand the bustling musical and artisan culture present in today's Cumberland

Guideline

- Ensure development/re-development of leisure purposed heritage buildings have sufficient multi-use space to accommodate music and art-based events.
- Look into developing outdoor gathering spaces that can support year-round festivals.
- Continue to provide excellent opportunity in the form of sanctioned opportunity for community contribution to creative design and community beautification.
- Develop guideline documents specific to promoting creativity and art in the public realm. This document should be used in appropriate situations as decided by Cumberland's Planning department.

Documenting the Changes

Description

There are already many elements in the heritage buildings that could not have existed at the time of construction. Moreover, various individuals might have possessed these structures over time and modified the buildings to suit their purposes. To avoid any misreading of the historical features in the future, it is recommended to document inevitable changes to these historic structures.

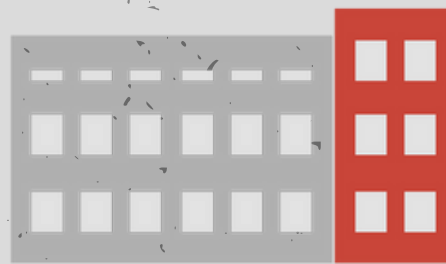
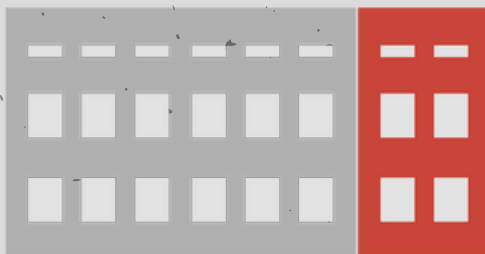


Objectives:

Preventing any misinterpretation of the historical characteristics and styles

Guidelines:

- Retain the original built form and detailing as much as possible
- In times that matters like the economic viability of new businesses demand changes or additions to the existing buildings:
 - Try making alterations or additions distinct from the original structure
 - Respect the current style when making alterations
 - Document every change to the building



Street Rhythm

Description

Street rhythm can be defined as the visual relationship of elements within an urban environment which give each space its unique character and identity. There are various concepts and players incorporated in defining the rhythm of a street or a neighborhood as a whole, including the height of each element, design language and line types (straight, curved, ...), the play of protrusions and recessions, and the balance of voids and solid spaces



Objectives:

Understanding Cumberland's rhythm in general provides developers with more options than dividing the idea into its defining components like scales, height, and ...

Guidelines:

- Consider the adjacent elements in terms of heights, shapes, protrusions, and recessions
- It is recommended for new developments within or in the adjacency of the Cumberland heritage area respect the current rhythm and not drastically impact the harmony and order of the neighborhood.
- Avoid adding new elements which could affect future development characteristics that could alter the heritage area rhythm in the end.



Building Colors

Description

Colour is perhaps the least expensive and often the most significant way to alter the appearance of a building. In large part, it is colour which establishes a building's character. Colour is, therefore, an extremely important part of any renovation or rehabilitation project. This section of the guidelines provides some general advice on choosing building colour schemes and is meant to supplement the recommended building colour scheme suggestions.

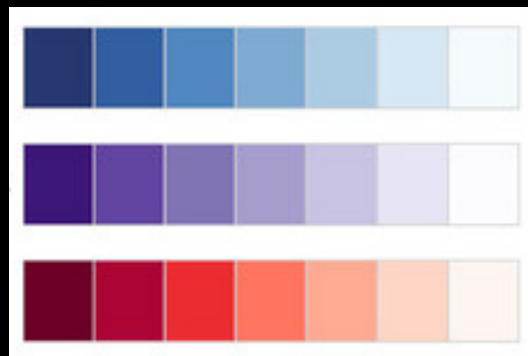


Objectives:

Having a general colour scheme will help Cumberland have its own character and will also provide property owners and business people with a palette to choose from a wide range of options.

Guidelines:

- Consider the adjacent elements in terms of colours
- Creativity is allowed in colour palettes but restricts certain shades.
- Fluorescent colours are not recommended to be used.
- Patch tests should be done on the building to respect the neighbourhood's character



Materials

Description

The fundamental hierarchy of intervention is explored in this guide with minimal intervention as the strategy. The approach of maintain first, then repair, rather than replace the deteriorated parts of character defining elements is highly encouraged. When replacing the part is the only alternative, it ought to be done in kind.



Objectives:

Preserving the primary heritage characteristics and carefully accounting for minimal intervention.

Guidelines:

- The primary material shall be well treated to best preserve, rehabilitate and restore.
- Maintain character-defining elements on an ongoing basis.
- Repair character-defining elements by reinforcing their materials using recognized conservation methods.
- Replace in kind any extensively deteriorated or missing parts of character-defining elements, where there are surviving prototypes.
- Source locally available materials that best reflect Cumberland's textures that shape the character of the context.



Signage

Description

Signs are of great significance in historic commercial districts and need to receive a heritage permit. One of the challenges of commercial signage is that it may become inconsistent with the characteristics of the neighboring area, especially when the ownership changes or new technologies come up and become popular.



Objective

Signs should acknowledge the integrity of the general characteristics of the heritage area

Guideline

- Signs are recommended to be as simple as possible.
- Color, materials, lighting and texture of signs should be aligned with the buildings. Using natural materials like wood, metal or leather are preferable. Plastic material is discouraged.
- Indirect lighting is preferable. Neons and back-lit fluorescent should be avoided.
- Any type of glare should be avoided
- Damage should be avoided when fastening the signs.



Awning

Description

Awnings are of great significance in historic commercial areas. They provide proper shading and hierarchy for commercial areas. They also provide a public realm and an opportunity for outdoor dining which could have positive effects on the vibrancy of the commercial district.

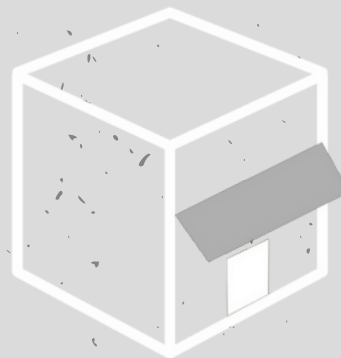
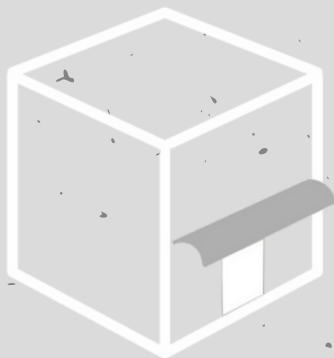


Objective

Awnings should acknowledge the integrity of the general characteristics of the heritage area

Guideline

- Awnings should be aligned with other architectural elements such as windows and signs
- Leather, metal, wood, and fabric are suggested. Plastic shelters are discouraged
- Any damage should be avoided when fastening the awnings to historic buildings
- Simple colors (aligned with the buildings color and neighboring area) and simple patterns are encouraged
- Horizontal and sloped awnings are encouraged



Lighting

Description

Lighting plays an important role in promoting nightlife in the community. Lighting is an essential element in historical sites as it plays a crucial role in enhancing the visitor experience, preserving the artifacts and structures, and ensuring safety and security.

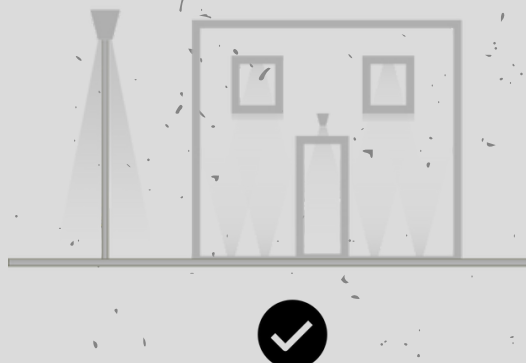
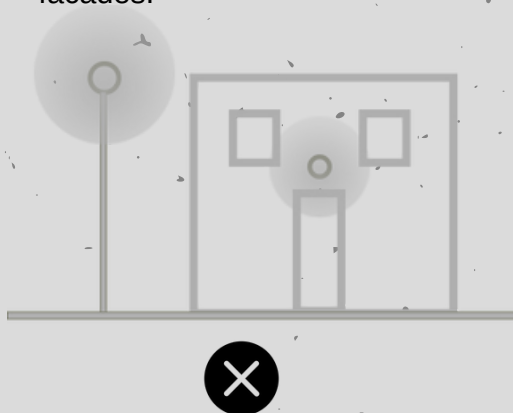


Objective

Lighting can serve to highlight and promote the distinctive architectural qualities of buildings.

Guideline

- Lights are encouraged to be shielded and concealed.
- To avoid disturbance to biodiversity and nocturnal scenery, it is important to investigate the levels and methods of lighting. Light pollution should be avoided.
- Glare or any type of disturbance by lighting should be avoided.
- Lighting fixtures should be chosen carefully and aligned with buildings' characteristics.
- Lighting fixtures should be fastened in a way that they do not damage buildings' facades.



Pavement

Description

Pavements are of great significance in terms of demarcating the boundaries of businesses, pedestrian lanes and driveways, and managing stormwater. Pavement is an important element in historic sites as it can enhance the site's visual appeal, improve visitor safety and accessibility, and protect the site's underlying historic fabric.

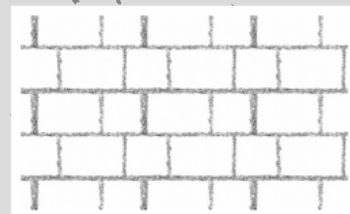
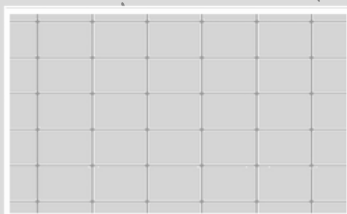


Objective

Pavements could promote the historic characteristics and walkability in the public realm.

Guideline

- Pavements should come from durable materials.
- The texture and color of the pavements should be aligned with the architectural characteristics of heritage-designated area.
- Natural and neutral colors are recommended.
- Different pavements are recommended to be used to make different lanes distinguishable.
- Permeable pavements could help with the drainage and managing the stormwater to minimize the dire impacts on historic buildings
- Pavements should ease access and walkability for people with visual or mobility issues.



Modifications

Description

Modifications materialize in heritage designations constantly over time and in the process the character is both lost and gained. This chapter entails guidelines to ensure the modifications retain the essence of the heritage elements.

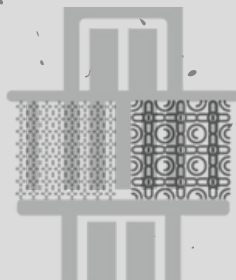


Objectives:

Ensuring the range and the quality of modifications encompass careful thought on the overall perception of the designation.

Guidelines:

- Prioritize the use of non-invasive modifications that preserve the character of the existing elements. Character-defining elements shall be retained.
- Changes including rezoning/building use that may affect the significance of the heritage should consider its impact on the collective community.
- The suggested treatments shall outline recommendations to enhance, restore, or preserve the heritage value of the building however the concept should align with Cumberland's significance.
- To maintain the survival of the heritage components, regular and frequent maintenance is necessary in addition to the treatments advised for each structure.



CONCLUSION

In conclusion, through completing this report, our team was able to make recommendations on how to retain the neighbourhood character of Cumberland. The basis of our recommendations came from the analysis of four differing communities' design guidelines, comprehensive research of and a site visit to Cumberland, and establishing elements that could promote Cumberland's defining characteristics. This ultimately focused on building designs that protect historical architectural features and celebrate their relationship with, and opportunity to activate, the public realm.

Throughout our research of heritage plans and guidelines, we came across a few topics that were beyond our scope but we would like to recognize their potential benefit for that of Cumberland. These topics included: utilizing outdoor public spaces to promote heritage, providing building profiles of historic buildings, and providing incentives for heritage restoration.