ARCHITECTURAL & LANDSCAPE SERVICES
REQUEST FOR QUALIFICATIONS

INNER CAUSEWAY REVITALIZATION AS PART OF THE CANADA 150 COMMUNITY INFRASTRUCTURE PROGRAM
VICTORIA INNER HARBOUR
VICTORIA, BC

“Celebrating the Past, Shaping the Future”

GREATER VICTORIA HARBOUR AUTHORITY
600-1019 Wharf Street,
Victoria, BC V8W 2Y9 Phone: 250.383.8300 | Fax: 250.383.8322 www.gvha.ca
INNER CAUSEWAY REVITALIZATION,
VICTORIA INNER HARBOUR
VICTORIA, BC

REQUEST FOR QUALIFICATIONS

Greater Victoria Harbour Authority (GVHA) is seeking an architectural and landscape firm with experience in designing in the marine environment.

As part of the Canada 150 community infrastructure program, the Government of Canada through Western Economic Diversification Canada and GVHA will each contribute up to $250,000 to restore, renovate, and revitalize the lower causeway promenade in the Inner Harbour.

The Inner Harbour Causeway was added to Canada’s Historic Places Register in 1996. Designed by noted Vancouver architect Norm Hotson of Arthur Erickson Architects, it is a cherished feature of Victoria’s famous waterfront. The lower causeway promenade attracts thousands of visitors each month during the tourist season, and plays host to events such as Symphony Splash, Canada Day, Swiftsure and various boat shows.

GVHA will be requiring the following architectural and landscape services:

- Design development drawings, which will include community engagement and First Nations involvement and engagement.
- Close collaboration with stakeholders and the City of Victoria development departments in permit preparation and submission.
- Final construction drawings and contract documents including landscape, architectural, and heritage design, preparation of bid documents, selection of suitable contractor.
- Construction contract oversight and administration.

The purpose of this request for qualifications (RFQ) is to pre-qualify proponents who will then be invited to submit a proposal to provide the architectural and landscaping services required. GVHA will be looking for an architectural and landscape firm that will help meet the GVHA’s comprehensive vision for the Inner Harbour Causeway. GVHA anticipates that the renovation work will commence early April 2016, with a target date for celebration and public use in 2017, and is looking for an architectural and landscape firm that can help meet this deadline.
1. **BACKGROUND**

GVHA is responsible for the operation, maintenance and development of several strategic waterfront properties located along Victoria’s inner and outer harbour, including Ogden Point, Fisherman’s Wharf, and Inner Harbour marinas including the Lower Causeway, Ship Point, Wharf Street facilities.

The lower causeway renovation involves two phases *(SCHEDULE I – Phase 1 and Phase 2 Projects)*.

- **Phase 1** – Addressing the ‘Welcome To Victoria’ lighting infrastructure capacity issue
- **Phase 2** - Restore, renovate, and revitalize the lower causeway promenade in the Inner Harbour

The prime focus of Phase 1 is improving inadequate lighting levels along the ‘Welcome To Victoria’ installation. Although independent of the subsequent phase, Phase 1 will serve as the anchor for Phase 2.

Critically, in pursuing this initiative, GVHA is also committed to respecting and embracing the lower causeway’s heritage features, form, and character, as well as meaningful First Nations and community engagement. See *(SCHEDULE 2 – Inner Harbour Settings Appraisal - City of Victoria prepared document)*.

The lower causeway renovation is an opportunity to refurbish, repair, and enhance the full use and public enjoyment of the causeway into late evening. There are congestion challenges throughout the year, especially at peak times, on what is a relatively narrow concourse, and it may be necessary to complete repairs to install and/or refurbish tiles, improve lighting levels, refresh planters, concrete walls, and staircases. Addressing these issues will subsequently revitalize the lower causeway and create a world class space that allows for commerce and community interaction to be enhanced.

Throughout the various proposed stages of the lower causeway renovation initiative, GVHA is committed to reinforcing/enhancing its commitment to First Nations engagement and partnership, as well as engagement of the community. It is expected that the proponent will play an important role from design to completion.
2. REQUIRED RESPONSE INFORMATION

2.1 Submittal Information
The deadline for Respondents to respond to this architectural and landscape services Request for Qualifications (RFQ) is **Friday, October 30, 2015 at 2:00 pm (PST)**.

Respondents shall provide one (1) original signed copy and four (4) duplicate copies of their qualifications by the deadline stated above, delivered to the GVHA Corporate office front desk:

Attention of: Simon Renvoize, Project Manager
Greater Victoria Harbour Authority (GVHA)
600-1019 Wharf Street, Victoria, BC V8W 2Y9
Telephone: 250.383.8300 ext. 232
Fax: 250.383.8322 Email: srenvoie@gvha.ca

If you have any questions on this RFQ please submit your queries, in writing, to Mr. Renvoize at no later than **Wednesday, October 28, 2015 at 5:00 pm (PST)**.

2.2 Submittal Attachments
The following attachments must be completed and attached as part of your response to this RFQ.

- **Attachment One:** “Company Information and Experience” requires completion of the “form” and providing information on:
  - Past five (5) years in providing comparable architectural and landscape services.
  - Past five (5) years in community social engagement, heritage design, working with different levels of government.
  - Three (3) current/active contacts/references for architectural and landscape services.

- **Attachment Two – Work Methodology and Schedule** requires completion of the “form” and providing information:
  - Your firm’s work methodology and capabilities in providing the architectural and landscape services and estimated schedule.

2.3 General Submittal Instructions
Respondents’ qualifications must conform to all instructions and must be dated and signed by a duly authorized signing authority of the Respondent. Signatures shall be in original handwriting.

All responses must be completed in English only and typed (hand written quotations will not be accepted) and submitted in hard copy paper along with flash drive or electronic copy.

GVHA reserves the right to reject responses received after the closing time referred to in this Section. Responses received by facsimile or email will not be accepted.
3. EVALUATION OF THE INFORMATION PROVIDED

This RFQ shall be evaluated based on experience, references and work methodology.

GVHA reserves the right to request clarifications and/or additional information as is necessary to properly evaluate each/any response; negotiate with any Respondent or with another Respondent or Respondents concurrently. GVHA shall incur no liability to any Respondents as a result of such negotiations or modifications.

GVHA reserves the right to cancel this RFQ; to reject any or all responses; to advertise for quotations if necessary, to waive minor irregularities and formalities; and to accept the response(s) which offer, in GVHA’s sole judgment, the best result for GVHA. All expenses incurred by the Respondent will be solely at the Respondent’s own cost.

Respondents are advised that this RFQ does not constitute an offer. No agreement shall result upon submission of qualifications. GVHA is not under obligation to enter into any agreements with anyone in connection with this RFQ or responses received, nor to pay for any costs incurred in the preparation of qualifications submitted in response to this RFQ.
ATTACHMENT ONE – COMPANY INFORMATION AND EXPERIENCE

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Experience II - Outline your company’s experience during the past five years in community engagement, heritage design, working with different levels of government.

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<td>(Indicate location, size, scope, timing, and unique elements of the project and how it compares with the Inner Harbour project)</td>
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References - Please provide 3 references for comparable projects (Attach additional pages as required)

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ATTACHMENT TWO - WORK METHODOLOGY & SCHEDULE

Please provide information on your firm’s work methodology and capabilities in providing the architectural and landscape services. Indicate design approach and how your firm provides value and quality to your customers in the pre-construction, construction and post-construction phases. Also indicate how your firm can help GVHA meet an aggressive time schedule.

COMPANY NAME: ________________________________________________________________

CORPORATE OFFICIAL’S NAME: __________________________________________________

_________________________ ______________________________
Date Authorized Signatory
SCHEDULE I – Phase 1 and Phase 2 Project

Phase 1
Illumination along the 'Welcome to Victoria' sign
(project progressed)

Phase 2
To be designed
SCHEDULE 2 – Inner Harbour Settings Appraisal (City of Victoria)

The Lower Causeway, Inner Harbour, Victoria
Settings Appraisal

The Lower Causeway is a wide, municipally-designated section of the public promenade skirting the perimeter of Victoria’s Inner Harbour. It comprises a quayside walkway flanked by a raised area of planting, incorporating treed seating areas, set against the rustic stone retaining wall of an older causeway.

The Origins of the Lower Causeway
The Inner Harbour Causeway is a monument to the development of tourism in the Inner Harbour Precinct. The Upper Causeway, constructed in 1903, features a granite retaining wall that allowed for the filling-in of the mud flats and the subsequent construction of the Empress Hotel by the Canadian Pacific Railway, which established Victoria as a primary tourist destination on the west coast of Canada.

The heritage value of the lower causeway resides in its strategic role in the development of Victoria’s urban environment, for the way it reflects the changing role of Victoria’s urban environment, for its design, and its use.

The Lower Causeway was completed in 1974 and was the key recommendation, the most tangible outcome, of Arthur Erickson Architects’ 1973 Inner Harbour Study, commissioned by, and written in collaboration with the City of Victoria, to consider enhancing the living and working environment of the Inner Harbour as its role as a commercial port and industrial margin declined. This
innovative study, the first to look at the entire shoreline of that area, provided design guidelines that could be used by the City to make the shoreline accessible to the public. The guidance is of interest for reflecting the spirit of the age, focusing on people, health and play rather than machines, commerce and work.

Designed by Vancouver architect and waterfront design specialist, Norm Hotson, while at Arthur Erickson’s office, and one of the last major projects engineered by City of Victoria staff, the lower causeway is of significance as a piece of enduring 1970s urban design, its popularity as an open-air market, tourist destination, and attractive urban park are testament to the success of its design.

The Lower Causeway has become a significant public space at the heart of the city, used by workers and visitors, market stall-holders, musicians and artists.

**Activity and Prevailing or Former Uses and their Influence on the Area**

The land that became Victoria is the traditional territory of the Songhees and Esquimalt First Nations – part of the Coast Salish people – who have lived in Victoria and the immediate coastal region for many centuries and remain a presence today. Due to the rocky geography of the Inner Harbour, the Lekwungen (Coast Salish) tended to settle in areas with access to marine and shoreline resources.

During the Edwardian period, Victoria also sought to establish itself as the premier tourist destination in the West. Since 1891, Victoria had been a port of call for CPR-owned cruise ships, which crossed the Pacific bringing passengers from places as far away as Hong Kong. However, the Inner Harbour contained industrial sites, and tidal mudflats that were often used as a garbage dump. This was a constant source of odour and a health hazard, and presented a huge obstacle to attracting more investment and visitors to Victoria. In 1900, the Tourist Association proposed a plan to the City of Victoria to replace the existing causeway to James Bay with a permanent roadway. In 1901, the James Bay Reclamation By-Law was passed which approved the draining of the estuary and construction of a granite retaining wall to hold back the sea, allowing the mudflats to be filled. The project was one of the most significant urban improvements in the City’s history.

The continuing presence of First Nations is evident in a number of historic places, including Beacon Hill Park and Thunderbird Park Provincial Heritage Site (Wawadit’la Mungo Martin House, 675 Belleville Street). Archaeological remains and the traditions of the Coast Salish people are integral to the past, present and future of Victoria.

A few large-scale commercial and institutional projects did get built in Victoria. The Imperial Oil Station (812 Wharf Street, Townley & Matheson, architects, 1930-31), with its 80-foot tower known today as the Causeway Tower & Garage, was constructed in the Art Deco style. Originally built as a service station, the visual prominence and prime location of the tower express the contemporary fascination with automobiles, symbolizing the excitement about new transportation options and technology in the 1920-30s. The tower is also a testament to Victoria’s enthusiasm for the new age of aviation. A powerful Sperry Beacon was installed in the tower, in
response to plans to transform the Inner Harbour into a seaplane terminal. Air travel was confidently expected to soon become more widespread than land-based modes of transportation.

The Contribution of Experience to the Setting
The setting of Lower Causeway includes the surroundings in which the Inner Harbour is experienced. Its extent is not fixed and may change as the asset and its surroundings evolve. Elements of this setting may make a positive or negative contribution to the significance of the Lower Causeway and the existence of those elements may affect the ability to appreciate its significance. For example:

- the arrival by marine vessels and float planes as experienced from the Inner Harbour Entrance;
- the impression of the diversity of uses that can accommodate a passenger ferry the size of the MV Coho alongside the water taxis;
- aromas from nearby restaurants and eateries, the sound of float planes arriving and departing;
- the sound of flags, banners, people, buskers, and seagulls;
- temporary assets that make a positive visual contribution to the setting such as the limited docking of sailboats in conjunction with a predominance of water in the foreground;
- the visual contribution made by special events such as the Classic Boat Festival; and
- the presence of First Nations and their crafts that contribute to an appreciation of the historic use and cultural traditions of the place.

The Contribution Made by Overlapping Settings
Extensive heritage assets associated with the Lower Causeway, such as landscapes and streetscapes can include many heritage assets and their overlapping settings, as well as having settings of their own. For example:

- the iconographic impression of the Empress and Parliament Building rooftscapes against the sky are significant heritage assets that contribute not only to the experience of the Lower Causeway but to the character and visual identity of Victoria;
- the Inner Harbour as the foreground to the Empress Hotel, Parliament Buildings, the CPR Steamship Terminal and their contributing landscapes along with the sloping lawn and associated landscape features; and
• the visual connection of nearby heritage buildings and their contribution to the character of the setting of the Inner Harbour.

GENERAL CONSIDERATIONS RELATING TO SETTING AND SIGNIFICANCE

Setting and economic and social viability
The economic and social viability of the Lower Causeway can be diminished if accessibility from or to its setting is reduced by insensitively design or located development. For example, a proposal that would adversely affect the setting of the Lower Causeway, while potentially increasing the public’s ability or inclination to visit and/or use it, thereby boosting its social or economic viability, may in other ways, have the opposite effect.

The Contribution of Spatial Organization to the Setting
The form of the Lower Causeway is of value for the way it reflects the principles underlying Erickson’s architecture. Spatially, the provision of a dedicated pedestrian route away from the traffic along Government Street, the creation of areas for events and people watching, and the integration of contemplative spaces, are characteristic of his landscape design at that time, as is the sculptural use of “sitting and walking” steps and tiers to define spaces.

Key aspects of spatial organization that contribute to the setting include:

• Curving of the causeway at the northeast and southeast corners

The 1974 lower causeway, with original design elements such as:

• Waterfront location
• Public access by boat and on foot
• Steps and tiers that create zones, including the pedestrian zone, gathering areas, and contemplative areas
• Absence of buildings and signage
• Integration with the fabric of the old stone causeway, including the visibility of the rustic stone revetment as a backdrop to the lower causeway seating, and the adaptive use of the old steamer steps to link the new causeway with the old
• Careful positioning of elements throughout the lower promenade, including the alignment of trees, control joints and lighting poles, the centering of benches between the trees, the even spacing of the lighting and step irons to the water.
• Intimate spaces against the rustic stone revetment, shielded by trees with seascape views within a highly public area
• Shade created by trees with canopies that are of a height that retains a “landscape” view of the Inner Harbour
• Unobstructed interface and sense of openness from the Lower Causeway to the waters’ edge, especially at the southern extremes
The Contribution of Visual Relationships to Setting

Important views into and out of the Lower Causeway, including key vistas, landmark buildings and unfolding views within the area have been identified in the Downtown Core Area Plan.

The contribution of visual relationships to the setting of the Lower Causeway may be expressed by reference to views, a purely visual impression of the Lower Causeway, which can be static or dynamic (including a variety of views of, across, or including the Lower Causeway, and views of the Empress Hotel, Parliament Buildings and the CPR Steamship terminal) and may intersect with, and incorporate the settings of several heritage properties that line the Inner Harbour.

Views which contribute to the significance of the Lower Causeway:

- Uninterrupted views along the Lower Causeway promenade and between the trees and stone face of the old causeway;
- Views of the Inner Harbour from the benches on the Lower Causeway, and from the parapet of the stone causeway behind;
- Those where relationships between the Lower Causeway and the Empress Hotel, Parliament Buildings, and the CPR Steamship Terminal including night lighting are particularly relevant;
- Views of Laurel Point, including the pathway and park space;
- Distant views to Shoal Point and the Sooke Hills;
- Views of Songhees Point including the rock outcrop that provides geographic containment of the Harbour mouth;
- Views to the Upper and Lower Causeway;
- Views to the entrance to Inner Harbour

Views that been identified in the OCP and/or the Downtown Core Area Plan as those that require careful consideration, including:

- Public Outward View 1: Harbour view from Bastion Square
- Public Outward View 2: Ship Point Panorama
- Public External View 1: Laurel Point to Downtown Core Area
- Public External View 2: Inner Harbour from Songhees Point

Circulation

- Steps and tiers that create zones, including the pedestrian zone, gathering areas, and contemplative areas;
- adaptive use of the old steamer steps to link the new causeway with the old

The Contribution of Green Space to Setting

Trees, hedges and street greenery are a vital element of many conservation areas, not only in public places, but on private land as well. Important single trees and green space such as:

- trees with canopies that are of a height that retains a “landscape” view of the
Inner Harbour; and sloping lawn with floral arrangement reading ‘Welcome to Victoria’

**The Contribution of Water Features**
- Designed by Vancouver architect and waterfront design specialist, Norm Hotson, while at Arthur Erickson’s office, and one of the last major projects engineered by City of Victoria staff, the lower causeway is of significance as a piece of enduring 1970s urban design, its popularity as an open-air market, tourist destination, and attractive urban park;
- This key water feature has transformed the Inner Harbour into a seaplane terminal where the arrival of marine vessels, float planes, passenger ferries, and water taxis contribute to the setting of the Lower Causeway;
- A sense of openness from the Lower Causeway to the waters’ edge, especially at the southern extremes enabling views of the Inner Harbour from the benches on the Lower Causeway, and from the parapet of the stone causeway behind and views to the entrance to Inner Harbour represent some of the most photographed seascapes in Canada.

**The Contribution of Built Features**
The physical features and characteristics that distinguish the Lower Causeway include:
- Strong impression of form and detail of the original Lower Causeway ‘edge’;
- Massive granite blocks that separate the Upper and Lower Causeway; and
- The features identified in relation to the contributors to setting, spatial organization and green space

**Prevalent and Traditional Building Materials**
The range of prevalent and traditional materials of walls and ground surfaces that contribute to the heritage character of the Lower Causeway, especially surviving historic surfaces are important to the setting. Existing historic or unusual street furniture or other distinctive elements may also contribute to the character or appearance of the setting, including:
- The 1903 granite retaining wall and lower concrete promenade that defines the edge of the Inner Harbour waterfront in front of Government Street;
- Paving materials, including the exposed aggregate placed concrete, the quartzite pavers at the water’s edge, and the slate pavers in the seating areas;
- The trees and low hedges that provide shade and a windbreak, and the “mushroom lights” and contrasting paving material at the promenade edge to avoid the use of railings, are of interest for the way they illustrate the architects’ lateral thinking on design issues;
- The cast-iron light fixtures and stairway to Government Street; and
- Benches on the upper tier and the octagonal planters arranged in groups
The Extent of Intrusion or Damage (negative impacts)
Where the significance of the Lower Causeway has been compromised in the past by unsympathetic development affecting its setting, consideration still needs to be given to whether additional change will further detract from, or can enhance, the significance of the Lower Causeway. For example:

- the visual impact of water-level docks on the setting and integrity of the original form Lower Causeway;
- while temporary, the roofscapes of food trucks that detract from the visual harmony of the place, especially as experienced from the Upper Causeway;
- patchwork and repairs using incompatible materials impacts the visual and material integrity of the Lower Causeway; and
- structures that serve a useful function but whose design and materials may not be compatible with the character of the place

Problems, Pressures and Capacity for Change
Generic issues that underlie obvious problems (such as the effects of heavy traffic or pressure for a particular type of change or development) has been identified by the Greater Victoria Harbour Authority as follows:

- Inadequate lighting levels along the ‘Welcome to Victoria’ portion of the Lower Causeway;
- The need to enhance the visitor experience into the late evening;
- pedestrian congestion, especially at peak times; and
- the condition of the tiles, walls and staircases.

Summary of Special Interest
The Lower Causeway has become a significant public space at the heart of the city, used by workers and visitors, market stall-holders, musicians and artists. The character of activities and former uses as well as the experiential qualities contribute to the area’s special interest.

Key aspects of spatial organization that contribute to the setting of the Lower Causeway are its form and detail, including its massive granite block retaining wall that separates the Upper and Lower Causeway and the way it reflects the principles underlying Erickson’s architecture such as the curvature of the causeway at the northeast and southeast corners and its 1903 and 1974 original design elements and traditional materials.

The inter-relationships between green spaces, water and built features that contribute to the area’s special interest and that reveal overlapping settings, important views into and out of the Lower Causeway, key vistas of the iconographic Empress Hotel and Parliament Building, and unfolding views with a sense of openness to the waters’ edge are all key characteristics that
Contribute not only to the experience of the Lower Causeway but to the character and visual identity of Victoria, need to be conserved and enhanced in order to provide a basis for decisions about management and change.

CONSIDERATIONS/GUIDELINES TO INFORM FUTURE CHANGE
Development within the setting of the Lower Causeway should positively interpret and contribute to its significance and distinctive character.

Incremental as well as rapid transformation of the urban landscape or the natural environment can substantially or irretrievably affect the authentic contribution that the setting makes to the significance of the Lower Causeway.

Managing change to the setting of the Lower Causeway need not necessarily prevent or obstruct change.

GENERAL DESIGN GUIDELINES
1. Conserve the heritage value of the Lower Causeway Do not remove, replace or substantially alter its intact or repairable character-defining elements. Do not move a part of the Lower Causeway if its current location is a character-defining element or contributes to its setting.

2. Conserve the heritage value of the Lower Causeway by adopting an approach calling for minimal intervention to its character-defining elements and its setting.

3. Enhance the use of the Lower Causeway where necessary in a way that requires minimal or no change to its character-defining elements or its setting.


5. Conserve the heritage value, character-defining elements and setting when creating any new additions or any related new construction to the Lower Causeway. Make the new work physically and visually compatible with, subordinate to and distinguishable from the Lower Causeway.

GUIDELINES FOR CULTURAL LANDSCAPES
INCLUDING HERITAGE DISTRICTS

Evidence of Land Use
Adding a new feature that alters or obscures a continuing land use, experience or setting of the Lower Causeway is not recommended.

Introducing a new feature that is incompatible in function with the past or continuing land use, experience or setting of the Lower Causeway is not recommended.
Spatial Organization
Undertaking interventions that affect the spatial organization of the Lower Causeway without first documenting and understanding its characteristics, relationships, evolution, conditions and intangible values is not recommended.

Introducing a new feature that is incompatible in size, scale or design with the spatial organization of the Lower Causeway is not recommended.

Visual Relationships
Introducing a new feature that alters or obscures the visual relationships or overlapping settings within the cultural landscape, such as constructing a new feature as a focal point, when a character-defining vista was traditionally terminated by the sky or contributed to the setting of the Lower Causeway is not recommended.

Circulation
Installing a new circulation feature in a way that detracts from the historic circulation pattern of the Lower Causeway is not recommended.

Introducing a new circulation feature that is visually incompatible in terms of scale, alignment, surface treatment, width, edge treatment, grade, traditional materials or infrastructure to the Lower Causeway is not recommended.

Vegetation
Replacing vegetation that contributes to the character and setting of the Lower Causeway when rejuvenation is possible, including removing a deformed or damaged plant when corrective pruning could be successfully employed, is not recommended.

Introducing a new feature that alters or obscures character-defining vegetation or vegetation that contributes to the setting of the Lower Causeway is not recommended.

Water Features
Introducing a new feature that alters or obscures the Inner Harbour as experienced from the Lower Causeway is not recommended.

Built Features
Retaining sound built features or deteriorated built features that contribute to the heritage values of the Lower Causeway that can be repaired is recommended.

Locating a new built feature in a manner that undermines the heritage value of the Lower Causeway is not recommended.

Introducing a new built feature, such as an interpretive panel, that is visually incompatible with the Lower Causeway is not recommended.
APPENDIX 1 - POLICY GUIDANCE

OCP
A key strategic direction for the Downtown and Harris Green Neighbourhood includes completing the Harbour Pathway and realizing public realm enhancement opportunities of lands along the Inner Harbour west of Wharf Street, along or in conjunction with new development as appropriate.

DPA 9 (HC): INNER HARBOUR
Views from public vantage points of the special relationship between the BC Parliament Buildings and the Empress are special to the Inner Harbour.

A key objective of the DPA is to enhance the Inner Harbour through high quality architecture and landscape and urban design that reflects the area’s functions as a marine entry. Working Harbour and community amenity in scale, massing and character while responding to its historic context including heritage landmark buildings.

HARBOUR VITALITY POLICY DIRECTION
Advancing the revitalization of the Inner Harbour is a key implementation priority of several Council-approved policy plans including the James Bay Neighbourhood Plan (1993), Victoria Harbour Plan (2001), Victoria Harbour Pathway Plan (2008), Downtown Core Area Plan (2011), Victoria Economic Development Strategy (2011), Official Community Plan (2012) and the Victoria Strategic Plan (2013). These policy plans share common objectives for the Inner Harbour which generally aim to:

- Support waterfront and harbour revitalization;
- enhance tourism;
- ensure sensitivity to the surrounding waterfront context;
- respect and acknowledge the Local First Nations history and culture;
- maintain a working harbour and recognize the important relationship between activities on land and water;
- complete the Harbour Pathway;
- maintain and enhance the Harbour’s important role for transportation and as a gateway to the city, region and Vancouver Island; and provide well-designed and appropriate public realm improvements.
APPENDIX 2 - DEFINITIONS

Character-Defining Elements: An historic place’s heritage value and character-defining elements are identified through formal recognition by an authority or by nomination to the Canadian Register of Historic Places. If this has not yet been done, the first essential step in any conservation project is to identify and describe the character-defining elements that are important in defining the overall heritage value of the historic place. The essence of these elements is captured in a Statement of Significance (SoS) or equivalent document. Character-defining elements comprise the materials, forms, location, spatial configurations, uses and cultural associations or meanings that contribute to the heritage value of an historic place, which must be retained in order to preserve its heritage value.

Cultural Heritage Landscape: (paysage culturel) Any geographical area that has been modified, influenced, or given special cultural meaning by people. Designed cultural landscapes were intentionally created by human beings.

Heritage Conservation: All actions or processes that are aimed at safeguarding the character-defining elements of a cultural resource so as to retain its heritage value and extend its physical life. This may involve “Preservation”, “Rehabilitation”, “Restoration” or a combination of these actions or processes.

Heritage Conservation Area: is a distinct district with special heritage value and/or heritage character, identified for heritage conservation purposes in an official community plan.

Heritage Value: (valeur patrimoniale) The aesthetic, historic, scientific, cultural, social or spiritual or significance for past, present or future generations. The heritage value of an historic place is embodied in its character-defining materials, forms, location, spatial configurations, uses and cultural associations or meanings.

Historic Place: (lieu patrimonial) A structure, building, group of buildings, district, landscape, archaeological site or other place in Canada that has been formally recognized for its heritage value.

Setting: the immediate and extended environment that is part of, or contributes to, its significance and distinctive character. Beyond the physical and visual aspects, the setting includes interaction with the natural environment; history, topography, natural environment values, use or activities and other forms of intangible cultural heritage aspects (including the character of the arrival experience) that contributes to the place.

Statement of Significance: The identification of the heritage value of an historic place and the listing of the character-defining elements that must be retained to preserve this value. The SoS allows professionals, planners, and the public at large to understand a community’s recognition and valuation of the historic place. The historic place may be an individual resource, group of resources, a streetscape or an entire conservation area.
The *Standards and Guidelines for the Conservation of Historic Places in Canada* (Standards & Guidelines), Second Edition (adopted by the Council) is a tool to help users decide how best to conserve historic places. But to do so first requires an understanding of the historic place in question and why that place is significant. In other words, what is it about the historic place that is important to conserve? For the answer, we look to its values.