

A GUIDE TO THE Yukon Historic Resources Act HISTORIC SITE NOMINATION FORM

INTRODUCTION

historic site

Following from the definition under the Act, a historic site is a location at which is found a work or assembly of works of human endeavour or of nature that is of value for its archaeological, palaeontological, prehistoric, historic, scientific or aesthetic features.

This guide is designed to assist you with the Yukon Historic Resources Act historic site nomination form

Designation under the Act is meant for sites that are important to the history of Yukon as a whole. There are other options for recognizing and protecting sites that are of particular significance to a municipality or First Nation. Note also that there are other mechanisms for protecting significant landscapes or ecological areas in the Yukon (Parks and Land Certainty Act and the Wildlife Act).

Please be aware that, when you nominate a site under this process, it will be compared to all other similar sites in the Yukon when determining its significance. Not every 100-year-old building merits official recognition. A much younger building might qualify through architectural quality, uniqueness or association with important people or events. Not every 3000 year old archaeological site merits designation either. A more recent site may be designated by reason of exceptional preservation of material culture remains.

RESEARCH

When a site is submitted for consideration, detailed information on the site must be provided to demonstrate its importance. This guide provides a set of key points that must be addressed in your research. You can also talk to the staff at Government of Yukon Heritage Branch, the Heritage Resources Board Office and to heritage officers at First Nation offices (*numbers listed under Contacts section). You may also wish to hire the services of a qualified researcher (historian, archaeologist, palaeontologist, etc.) to conduct this research for you.

If the site you are nominating has already been entered on the Yukon Historic Sites Inventory, Yukon Archaeological Sites Inventory, or Yukon Palaeontological Sites Inventory, there will be a file on the site at Heritage Branch. A good first step is to check with the Branch to see if they already have a record of the site. If you are nominating a First Nation site, it may be recorded as part of a specific Final Agreement or at least be identified under the Land Claims process. Many First Nation offices maintain an inventory of their significant traditional sites. Check with the First Nation(s) in whose traditional territory the site is located.

In order for the site to be properly evaluated, information will be required on:

- the physical characteristics of the site, supported by photographs and drawings
- the scientific, historical and/or cultural relevance of the site supported by written and oral sources consulted.

COMPLETING THE SUBMISSION FORMS

The forms are provided in MS Word. As soon as you open the file, please save it under another name that includes the name of the site you are nominating with the month, day and year submitted, for example – *Fort Selkirk nomination 111302.doc*. If the form has to be altered for some reason, please change the date in the file name to reflect the revision, for example – *Fort Selkirk nomination 120802.doc*. So that you do not inadvertently type information in the title boxes, the titles have been protected.

There are samples of completed nomination forms appended to these guidelines to give you an idea of how the forms might be completed.

DATE OF SUBMISSION

This is the date you completed and e-mailed and/or mailed the form to the Minister's Office. If, after consultation with Heritage Branch, you wish to make revisions to the form, please leave the original submission date on the form and put the new submission date after the word *revised*.

NOMINATOR/RESEARCHER

In this portion you only need provide your name and address or the name and address of the agency making the submission and the person who conducted the research. Ensure there is contact information for both the nominator and researcher including telephone, fax and e-mail.

A. IDENTIFICATION

1. Site Name:

What is the common name or names of the site?

Sites often have more than one name. When a site is associated with a First Nation person or place, it often has an English name and a traditional First Nation name.

Some sites have a common name and a formal name like the Old Log Church in Whitehorse which is more formally known as St. Simon's Anglican Church.

2. Site Type

A single site may comprise more than one of the following. Please list all types that are relevant.

- built heritage (site that includes a building, bridge, dam or almost anything that was built)
- archaeological site (built heritage may also have an archaeological component)
- landscape/natural feature with significant human heritage association
- palaeontological site

3. Address or Location:

Community: Include the community name if the site is in or near a town, city, village or hamlet.

Address: If it is in a community, what is the address – number and street name.

Legal Description: Most organized communities will have a registered plan of the townsite. Please provide the lot, block and plan number for the site.

Other Location: If it is not in a community, what major geographical feature is it near (e.g. Teslin Lake, confluence of Pelly and Yukon Rivers).

If the site is outside of a recognized community, please provide the National Topographical Survey (NTS) map sheet number. For example, a site near Whitehorse would be on the 105 D 1:250,000 map sheet. Also provide the latitude and longitude and UTM coordinates if possible.

4. Describe the physical site.

It is important here to describe what you are nominating. Does the site include features such as a building or hot spring, or is it a place where a significant event occurred, etc.? In the case of a house on a lot, you can just say *house and yard*. If it is a trail, you should note where the trail runs. If the site is a feature like a trail or a portion of river shoreline or mountain, it is not necessary at this point to describe all the lands to be included in the site. It is sufficient to provide a rough description of what comprises the site.

5. Legal owner

If the site is in an organized community, the owner's name will appear on the Certificate of Title for the property at the Yukon Land Titles Office located in the Justice Building in Whitehorse.

If the site is not in an organized community, it may still be privately owned, in which case there will be a plan for the property and a registered owner at the Land Titles Office.

The site may not have a private owner in which case it may belong to the Government of Canada, the Yukon Government, the First Nation or the municipality.

6. Occupant

If the owner lives on the site, simply note *owner* from number 5 above.

If the owner does not live on the site, indicate who does.

Some sites may be occupied seasonally or only used for special ceremonial purposes. In that case, describe who uses the site.

If the site is abandoned or no one lives there, it is noted here.

7. Current Use

What is the site used for? Is it a residence, mining claim, fish camp or store, or is it vacant or not used?

8. Special Land Status

Does the land have any special legal status? Is it under a mining lease or a land claim selection? Is the site located in a special area like a Territorial Park or a government management zone? Has the site been designated under a municipal bylaw or recognized in a land claim final agreement?

B. HERITAGE CHARACTER STATEMENT

This is a summarization of why the site is significant to the Yukon as a whole. Imagine that the text might go on a plaque commemorating the site so you will want to make a clear, concise statement about the site's significance.

The following sections allow you to go into greater detail about the site. You may wish to complete them first and then return to this section to make your summary.

C. DETERMINING SIGNIFICANCE

To assist in completion of this section please refer to the list of historic and prehistoric themes provided at the end of the guide.

For each of the **Site Types** you listed in Section A, describe as appropriate:

1. PHYSICAL SITE CHARACTERISTICS

- **age**
 - Absolute age in calendar years (e.g., 1901 AD), radiometric age (BP – years before present), or geological time, if known.
- **composition** (major physical features or physical attributes of the site)
 - If it is a trail or road, does it include any features other than the roadbed such as camps, roadhouses, corrals, hay meadows?
 - If it is a landscape feature, what defines it – a peak, ridge, beach?
 - For built heritage you will want to give a detailed description of the structures. This will include style, design, the use of unique or uncommon materials, aspects of construction technology, function.
 - For archaeological sites, describe size, components, stratification, features, preservation, material culture remains (assemblage size/diversity), organic preservation, activity areas, technology, presence of exotic materials
 - For palaeontological sites, describe size, fossils preserved, species diversity, associations, stratification, presence of other geological features, features of palaeoenvironmental significance.
- **integrity**
 - How much of the original fabric of the site is intact?
 - Has it been significantly altered, rebuilt or reformed?
 - If the site is significant because of a building or structure, has that building or structure been relocated? If so, when was it moved? What remains of the environment that surrounded the building for the most part of its life? This should include the immediate environment such as the yard and grounds, as well as the neighbourhood or surrounding environment. If appropriate, note how the environment has changed over time.
 - For archaeological or palaeontological sites is there enough significant material remaining at the site to reflect that importance?

2. HISTORICAL, SCIENTIFIC, AND/OR CULTURAL RELEVANCE

- **use or activity**
Historic/prehistoric use or occupation of the site or building and for what purpose(s). Or select from list of Historical Themes provided at the end of the guide.
- **event**
association with an important event in Yukon history/prehistory.
- **individual, institution or group** associated with the site
- **cultural or traditional**
- **Sites of this category can include landscape features with spiritual, legendary or mythological associations defined by the community or cultural group.**
- **scientific attributes**
Distinctive features, evidence of a process, degree of preservation, site size, complexity.
- **aesthetic qualities**
A site of heritage significance may also have exceptional or widely appreciated visual value.

3. SIGNIFICANCE EVALUATION

Information presented in **1.** and **2.** is entirely descriptive. This section provides comparative and contextual information to assist in evaluating the site's attributes within the broader context of Yukon history and heritage. Evaluation is made based on the site's relative importance according to type, time period, context, technology, condition, and aesthetics. Is the site rare within these categories? Is it an excellent example out of many? Is it one of only a few remaining? Does it provide important insight and understanding of a Yukon heritage theme?

- **site type**
Compare with similar types of sites elsewhere in the Yukon. Is it rare or representative?

- **timeframe**

Is the site an exceptional or early example of a particular time period or era in Yukon history?

- **technology**
Is the site as an exceptional example of unusual architecture or construction/manufacturing technology? Is it a particularly good example of a common type of architecture or construction/manufacturing technology?

- **cultural values**
Was the site strongly associated with an important person, activity or event in Yukon history? Is the site of considerable traditional importance or is associated with a well-known myth or legend of a Yukon First Nation or Nations?

- **scientific values**

Do the artefacts or fossils at the site exhibit exceptional preservation, diversity, uniqueness and/or quality? Does the site have contextual features such as datable strata or palaeoenvironmental evidence? Other factors such as site size, complexity, and antiquity are considered as well in evaluating scientific importance.

D. OTHER INFORMATION

Describe other factors affecting a potential site designation. For example:

- consultation with affected groups, individuals, governments and First Nations.
- local support for designation.
- access to the site
- impacts of designation – should there be any limitations on use/access for site protection
- If the site covers a large area or involves landscape features like hills, valleys, roads, etc., will the site need to be physically defined and delineated more specifically at a later date?

E. SOURCES

List the books, documents, maps, photographs and interviews where you got your information for the submission

F. LIST OF APPENDED MATERIALS

Nominations should include modern and, if appropriate, historic photographs of the site. Maps, plans, and drawings may also be required to provide an accurate location of the site.

List the maps, photographs, drawings and other materials you have attached to the nomination form. If e-mailing the nomination, please do not e-mail large image files with the application. Make a note on the electronic nomination form that images will be coming in the mail.

TO BE FILLED IN BY STAFF:

Heritage Branch staff will conduct a technical review of the nomination form before forwarding it to the Yukon Heritage Resources Board for their consideration; to help ensure that the form is as complete and accurate as possible. They will verify information and contact the nominator to confirm, add or delete information. Reviewer name and contact information will appear here.

The Yukon Heritage Resources Board will then evaluate significance based on the information provided and will make recommendation on designation to the Minister responsible for heritage.

HISTORIC THEMES

Economic	Industrial/Primary	mining	prospecting	
			gold	
			silver/lead	
			copper	
		coal		
		fishing		
		gathering		
		hunting		
		trapping		
		lumbering		
	farming			
	Industrial/Secondary	manufacturing		
		construction		
		technology		
		power		
	Commercial	trade		
		merchandising	general	
			specialty	
		services	food	
			drink	
			personal care	
			accommodation	
			repair	
			storage	
	professional			
	Transportation	air	bush	
			commercial	
			military	
		water	crude vessel	
			small vessel	
			large vessel	
		land	track/trail	
			road	
			rail	
			overland	
	Communications	bush		
		verbal	personal	
			postal	
			published	
wire		telegraph		
		telephone		
radio (wave)	broadcast			
	shortwave			
Settlement and Community Development	buildings	functional type	housing	
			industrial	
	commercial			
	religious/spiritual			
	public			
	secondary/support			
	design	seasonal		
		traditional		
		prefabricated		
		stylized		

			material	brush
				log
				wood siding
				other siding
		patterns		
		public utilities		
Political/Governmental	Administrative	military	Canadian	First Nations
				Field Force
			American	
		mapping and Exploration		
		service	law enforcement	
			education	
			fire protection	
		operational		
		sovereignty		
	Judicial			
	Legislative	organizations	parties	
			interest groups	
		functions		
Social/Cultural	Religious	traditional First Nation		
		Anglican		
		Roman Catholic		
		Presbyterian		
		United		
		other		
	Recreational	indoor	entertainment	
			sport	
		outdoor	entertainment	
			sport	
	Education/Information	schooling	primary	
			secondary	
		study	traditional First Nations	
			other	
		display	museums	
			other	
	Social Service	health care	traditional healing	
			western medicine	
	Peoples	contact		
		social organization		
	Material Culture	rites		
		arts & crafts		