



# POLICY FOR MARKING PROTECTED SITES

Heritage Western Cape provides ceramic badges for Provincial Heritage Sites; sites that are on the Heritage Register; conservation worthy sites within Heritage Areas and other sites that contribute positively to Heritage Areas. These and other signage indicating protected places should be erected on the following basis:

## **Provincial heritage Sites:**

1. The marking of Provincial Heritage Sites is provided for in terms of the National Heritage Resources Act and badges are provided free of charge. They must be erected on every Provincial Heritage Site unless a request to the contrary is approved by the Council of HWC or the Council resolves that it is not appropriate.
2. The badge on a Provincial Heritage Site remains the property of HWC and may not be removed without its consent. Should it be damaged, broken or otherwise lost HWC must be informed immediately and steps taken to replace it.

## **Heritage Register and Heritage Areas:**

3. Although it is not required by the National Heritage Resources Act, it is desirable that sites on the Heritage Register and within Heritage Areas be marked so that their status is clear. Such badges are sold to owners/occupants who are encouraged to erect them on their properties.
4. Badges for Provincial Heritage Sites and sites on the Heritage Register should be placed in a prominent position on the principal building or component of the site and, where a site consists of several buildings or components, each major component should be marked.
5. Badges for Heritage Areas should be placed in a prominent position on the principal building or component of the site with one badge used per erf. Where a major feature of a Heritage Area is not situated on its own erf it may also be marked, eg: parks, public memorials, fountains, etc.
6. Where road signage regulations permit, Heritage Areas should also be marked by standard brown and cream road signs placed at points where major roads cross the boundaries of the Heritage Area. Costs of signage should be carried by the relevant municipality, but HWC may erect such signage in instances where a municipality does not wish to do so.

7. Heritage Area badges may not be placed on Provincial Heritage Sites that fall within a heritage area unless the site had a Heritage Area badge prior to becoming a Provincial Heritage Site.
8. Depending upon the stringency of rules/guidelines applying to a Heritage Area, HWC may withdraw the status of Heritage Register sites that fall within it. However, where a decision is taken that Heritage Register status will be retained within a Heritage Area, only the Heritage Register badges may be erected on such sites.

**Change of Status of Sites:**

9. Where an already marked site receives a new badge due to change of status or because it was marked under previous legislation, the old badge may be retained at the discretion of the owner or occupant. However, badges that do not reflect the current status of the site may not be replaced if they are lost or damaged.

**Provision of Badges:**

10. Badges are provided to owners or occupants on the following basis:
  - a. Upon declaration of a Provincial Heritage Site.
  - b. In all other circumstances and in order for HWC to verify that the site for which a badge is applied enjoys the relevant status, application must be made on the appropriate form and a digital photograph of the principal façade/view of the site provided.
  - c. The price of badges for Heritage Areas and the Heritage Register is calculated as the current cost of production, tile-adhesive and dispatch plus a R30 mark-up rounded up to the nearest R5.
  - d. Provincial Heritage Site badges are provided free of charge and, depending upon the circumstances, badges that have been vandalised or have broken are usually also replaced without charge. (In instances where a badge is repeatedly damaged the owner/occupant may be required to place it in a different location.)
  - e. In the case of Heritage Areas, badges may only be attached to buildings/sites that the HWC CEO together with professional staff resolves makes a positive contribution to the character of the Heritage Area and without regard to grading. Such badges may hence be attached to new structures.
  - f. Badges for Heritage Areas and the Heritage Register are supplied free of charge:
    - i. for national, provincial and municipal properties and those of public entities.
    - ii. to charitable organisations and NGOs.
    - iii. at the discretion of the CEO, to Individuals who are unable to afford the costs.

- iv. in instances where a former national monument is graded III and is placed on the Heritage Register or falls within a Heritage Area.

APPROVED BY THE COUNCIL OF HERITAGE WESTERN CAPE: 29 August 2012

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