



HP

APPLICATION FOR HERITAGE PERMIT

(Under Section 33 (1) and 42 (1) of the Ontario Heritage Act R.S.O. 1990 c.O.18, as amended 2005.)

Planning and Development Services
 65 Harwood Avenue South
 Ajax ON L1S 2H9

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 Fax. 905-686-0360
 www.ajax.ca

FOR TOWN USE ONLY	
File Number	Date of Receipt

1. Submission Requirements

- One (1) copy of this application.
- Photographs depicting the context and condition of buildings/structures/attributes affected by the proposed works.
- Site plan or sketch that illustrates the location of the proposed works.
- Drawings and/or written specifications of the proposed works.
- Any cultural heritage study (e.g. HIS, CHER, Conservation Plan) completed in association with the proposed works.

2. Contact Information

	Name	Mailing Address	Telephone	E-mail
Owner			()	
Applicant			()	
Agent or Primary Consultant			()	
Architect/Contractor			()	
Correspondence relating to this application should be sent to (select one only): <input type="checkbox"/> Owner <input type="checkbox"/> Applicant <input type="checkbox"/> Agent or Primary Consultant <input type="checkbox"/> Architect/Contractor	The applicant is: <input type="checkbox"/> Owner <input type="checkbox"/> Lessee of Land or Tenant <input type="checkbox"/> Prospective Owner			
If the applicant is not the Owner, the Owner must consent to the proposed Heritage Permit Application by providing a Letter of Authorization or by signing this application. <input type="checkbox"/> Separate Letter of Authorization attached	Owner's Signature: Date:			

3. Subject Property Information

Municipal Address	If no municipal address is available:		
	Lot/Part #	Plan/Concession #	Assessment Roll # or PIN #

4. Heritage Status of Subject Property

Individual Designation (Part IV) and/or Heritage District Designation (Part V)

5. Description of Proposed Works:

Alteration to Building/Property Addition New Construction Demolition Tree Removal

Provide a description of the proposed works. Please feel free to reference other submitted documents for further detail, where applicable.

6. Reasons for Proposed Works:

Provide a description of why the proposed works are being undertaken. Please attach an additional page if more space is required.

7. Date of Pre-Consultation with Heritage Planning Staff: _____

8. Approximate Date of Work Completion: _____

9. Declaration of Owner or Applicant

- I agree that all statements contained in this application are accurate and made with the full knowledge of all matters and circumstances connected with this application.
- I understand that all work submitted in support of this application may be made available for public review, pursuant to the *Municipal Freedom of Information and Protection of Privacy Act*.
- I understand that the issuing of a permit does not provide relief from complying with all other applicable by-laws and/or regulations.
- I agree to allow Town staff reasonable access to the property to collect information and take photographs, as deemed necessary by the Town for the processing of this application.

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Signature of Registered Owner or Applicant

Date

Personal information contained on this form is collected under the authority of the *Ontario Heritage Act, RSO 1990, c. O.18*, as amended, and the applicable implementing Ontario Regulation, and will be used to evaluate the application under the Ontario Heritage Act. Questions about the collection of personal information should be directed to the Records Manager/FOI Coordinator, 65 Harwood Avenue South, Ajax, Ontario, L1S 2H9, (905) 683-4550, ext. 3343. If you have any comments on the format or content of this application form, please complete a Customer Feedback Form, which is available at Planning and Development Services, Town of Ajax.