



Heritage Permit Application

Date of Pre-consultation with Planning Staff? _____

Applicant Information

Name: _____

Mailing Address (including postal code):

Telephone Number: _____

Fax Number: _____

E-mail Address: _____

Owner Information (if different from applicant)

Name: _____

Mailing Address (including postal code):

Telephone Number: _____

Fax Number: _____

E-mail Address: _____



Property Information

Select the type of designation (choose one):

- a) Individual Designation (Part IV)
- b) District Designation (Part V)

Municipal Address (including postal code):

Description of work

Type of work being completed (Choose all that apply):

- a) Alteration to building/property
- b) New construction
- c) Demolition

Provide a detailed description of the work to be completed:

*Additional supporting documents are to be attached to this application.



Applicant's Acknowledgement

The Applicant hereby acknowledges that this application and the attached supporting documentation, information and materials, if any, contains information collected and maintained specifically for the purpose of creating a record available to the general public and is open to inspection by any person during normal office hours pursuant to the provisions of the Municipal Freedom of Information and Protection of Privacy Act; that conceptual development plans and/or drawings submitted with this application are not reviewed for compliance with the Ontario Building Code and/or related regulations; that submission of this application constitutes tacit consent for authorized City staff representative(s) to inspect the subject lands or premises, and to carry out any inspections, tests and investigations as may be required; that additional fees and/or charges (e.g. building permit fees, parkland dedication fees, development charges) associated with any development approved in conjunction with this application may be required; that additional information and/or materials may be required, and therefore, the application may not be deemed complete, nor processed unless the additional information and/or materials are submitted. Any other approvals required for this undertaking are the responsibility of the applicant.

Furthermore, the Applicant also acknowledges that this application is to be used by persons or public bodies as an application for a Heritage Permit. In the application, "subject land(s)" mean the land(s) that is the subject of this application. This application and any attached supporting documentation, contains information collected and maintained specifically for the purpose of creating a record available to the general public and is open to inspection by any person during normal office hours. Personal information on this application is collected under the authority of the Municipal Act, as amended, and the Ontario Heritage Act as amended, and will be used in the processing of the application for a Heritage Permit. Questions regarding this collection should be directed to: Manager of Policy Planning, City of Belleville, 169 Front Street, Belleville, Ontario, K8N 2Y8 (Telephone 613-968-6481 ext. 3288).

Applicant's Signature: _____

Date: _____



Owner's Authorization

If the applicant is not the owner of the subject lands, then written authorization by the owner, authorizing the applicant to prepare and submit the application must be attached, or the owner must complete the authorization below.

I, _____, am the owner of the land that is subject of this application and I authorize _____ to prepare and submit this application on my behalf.

Owner's Signature: _____

Date: _____

Declaration

I declare that the statements made herein are, to the best of my belief and knowledge, a true and complete representation of the purpose and intent of this application. I hereby agree to allow the City of Belleville Staff and their advisors to enter the subject property in order to fully assess the scope and merits of the application.

Applicant's Signature: _____

Date: _____

The personal information on this form is collected under the legal authority of Section 33(2), Section 42(2), and Section 42(2.2) of the Ontario Heritage Act. The information will be used for the purpose of administering the heritage permit application and ensuring appropriate service of notice of receipt under section 33(3) and Section 42(3) of the Ontario Heritage Act.

For further information please contact planning@belleville.ca