



Municipal Heritage Register Policy

Department /Section: Development Services, Planning Division

Procedure #: POL-PLAN-002

Created: August 13, 2014

Updated: June 14, 2023

Version: 2

1. PURPOSE:

To develop a standard operating procedure for adding and removing designated and non-designated (listed) properties to and from the Township's register of heritage properties.

2. SCOPE:

This procedure applies to Township Staff, Heritage Committee members and the members of the public who are interested in preserving properties that have cultural heritage value or interest.

3. DEFINITIONS:

Designated property: Properties that meet two or more criteria for determining cultural heritage value or interest as set out in Ontario Regulation 9/06 may be designated under part IV of the Ontario Heritage Act. The designation provides formal recognition of the importance of the property through a municipal By-law that is registered on title. Designation allows Council to manage alterations and demotion of specific heritage attributes that are listed in the Designation By-law.

Heritage attributes: means, in relation to real property, and to the buildings and structures on the real property, the attributes of the property, buildings and structures that contribute to their cultural heritage value or interest (Ontario Heritage Act).

Non-designated (listed) property: Properties that meet one or more criteria for determining cultural heritage value or interest as set out in Ontario Regulation 9/06 may be listed as a non-designated (listed) property on the municipal register of heritage properties. Listing of non-designated properties provides interim protection against demolition as owners are required to provide 60 days notice in writing of their intention to demolish or remove the building or structure.

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Register: Register of properties that are of cultural heritage value or interest in the municipality. The municipal register of heritage properties lists all the properties in the municipality that are designated under Part IV (individual property designation) and Part V (within a designated heritage conservation district) of the Ontario Heritage Act. The Ontario Heritage Act also allows municipalities to include non-designated (listed) properties on their register.

4. PROCEDURE:

Non-designated (listed) properties

Process for adding a non-designated (listed) property to the register:

- 1) The property owner, member of the public or Heritage Committee member submits the Cultural Heritage Resource Evaluation Form (Appendix A) to the Heritage Committee to request that the property be listed on the register.
- 2) The Heritage Committee reviews the request and ensures that the property meets one or more of the criteria for determining cultural heritage value or interest as set out in Ontario Regulation 9/06, as amended.
- 3) If applicable, Staff mail a letter to the property owner informing them of the Heritage Committee's interest in listing their property on the heritage register.
 - The Heritage Committee's practice is to notify the property owners of the Township's interest in listing their property, prior to adding it to the register; however, this notification is not required under the Ontario Heritage Act.
- 4) Once Staff receive a response back from the property owner, the request is brought back to the Heritage Committee for their review and to make a recommendation to Council regarding the inclusion of the property on the register.
- 5) Staff advise the owner of the Committee's recommendation and let them know when the matter will be brought forward to Council.
- 6) Council decision.
- 7) If approved, within 30 days of Council's approval, Staff are required to notify the property owner that their property has been listed on the register. The notification must include the following:
 - A statement explaining why Council believes the property to be of cultural heritage value or interest;
 - A description of the property that is sufficient to readily ascertain the property;
 - A statement that if the owner of the property objects to the property being included in the register, the owner may object to the property's inclusion by serving on the clerk a notice of objection setting out the reasons for the objection and all the relevant facts; and,
 - An explanation of the restriction concerning the demolition or removal of a building or structure on the property.
- 8) Staff add the property to the Township's online register and Story Map.

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- 9) A note is added to the property file in the Township's computer system indicating that the property is listed.
- 10) Once the property is added to the register, the owner cannot demolish or remove a building or structure on the property unless the owner gives the Council at least 60 days notice in writing of their intention to demolish or remove the building or structure.

Note:

- Non-designated properties can only be listed on the register for a maximum of 2 years. Municipalities have two years from the date the property is listed to initiate the designation process under Section 29 of the Ontario Heritage Act by publishing the Notice of Intention to Designate the property; otherwise, the property has to be removed from the register. For properties that were listed prior to Bill 23, the two-years starts January 1, 2023.

Process to correct a listing for a non-designated (listed) property on the register:

- 1) The property owner submits the Township's Municipal Register Correction/Removal Application Form (Appendix B) to request an edit to the information on the register.
- 2) Staff review the application and supporting documentation.
- 3) The Heritage Committee may be consulted depending on the nature of the requested changes.
- 4) Staff and/or the Committee will make the final decision regarding the requested change(s).
- 5) Staff inform the property owner of the decision. If the decision is to keep the information on the register as is, Staff will inform the applicant of the reasons for not making the requested changes.
- 6) If the requested changes are approved, Staff will update the information on the register, Story Map and property file in the Township's computer system.

Process to remove a non-designated (listed) property from the register:

- 1) If the property owner wants their non-designated (listed) property removed from the register, they have to provide the Clerk with a notice of objection stating the reasons for the objection and all the relevant facts. The notice of objection must include the Township's Municipal Register Correction/Removal Application Form (Appendix B).
- 2) The Heritage Committee reviews notice of objection, application form and any supporting documentation and makes a recommendation to Council.
- 3) Staff advise the owner of the Committee's recommendation and let them know when the matter will be brought forward to Council.
- 4) Council considers the notice of objection and makes a decision as to whether the property will remain on the register or whether it should be removed.
- 5) Within 90 days of Council's decision, Staff must provide the property owner with a notice of Council's decision.
- 6) If approved, the property is removed from the Township's register, Story Map and the listing note is removed from the property file in the Township's computer system.

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Note:

- There is no time limit or limit to the number of times a property owner can object.

Designated Properties

Process for adding a designated property to the register:

- 1) The property owner, member of the public or Heritage Committee member submits the Cultural Heritage Resource Evaluation Form (Appendix A) to the Heritage Committee to request that the property be designated.
- 2) The Heritage Committee reviews the request and ensures that the property meets two or more criteria for determining cultural heritage value or interest as set out in Ontario Regulation 9/06, as amended.
- 3) If applicable, Staff mail a letter to the property owner informing them of the Heritage Committee's interest in designating their property.
 - The Heritage Committee's practice has been to notify the property owners of the Township's interest in designating their property, prior to conducting the research; however, this notification is not required under the Ontario Heritage Act.
- 4) Once Staff receive a response back from the property owner, the request is brought back to the Heritage Committee for their review and to make a recommendation to Council to proceed with the cultural heritage assessment/research of the property.
- 5) Council decision.
- 6) If approved, Committee Members or a heritage consultant conducts the research on the property.
- 7) The Cultural Heritage Assessment/research is brought forward to the Heritage Committee for their review.
- 8) The Committee makes a recommendation to Council that Staff are authorized to publish the Notice of Intention to Designate.
- 9) Council decision.
- 10) The Notice of Intention to Designate is mailed to the property owner and the Ontario Heritage Trust. The notice shall contain the following:
 - An adequate description of the property so that it may be readily ascertained;
 - A statement explaining the cultural heritage value or interest of the property and a description of the heritage attributes of the property; and,
 - A statement that notice of objection to the notice of intention to designate the property may be served on the Clerk within 30 days after the date of publication of the notice of intention to designate.
- 11) The Notice of Intention to Designate is published on the Township's website and must include the following:
 - An adequate description of the property so that it may be readily ascertained;
 - A statement explaining the cultural heritage value or interest of the property;
 - A statement that further information respecting the notice of intention to designate the property is available from the municipality; and,

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- A statement that notice of objection to the notice of intention to designate the property may be served on the Clerk within 30 days after the date of publication of the notice of intention to designate.
- 12) Issuance of the Notice of Intention to Designate voids any prior permits allowing alterations or demolition.
 - 13) Anyone objecting to the proposed designation must notify Council in writing within thirty (30) days of the publication of the Notice of Intention to Designate on the Township's website, setting out the reasons for the objection and all relevant facts.
 - a) If a notice of objection is received, Council must review the objection and make a decision whether or not to withdraw the notice of intention to designate the property within 90 days after the end of the 30-day notice period.
 - b) If Council decides to withdraw the notice of intention to designate the property, either of its own initiative at any time or after considering an objection, Council must issue a notice of withdrawal to be served to the property owner, anyone who objected and the Ontario Heritage Trust, and published on the Township's website.
 - 14) If there is no objection served within 30 days of the publication of the Notice of Intention to Designate, or if a notice of objection is served within that period but Council decides not to withdraw the notice of intention to designate the property, Staff prepare a report and designation By-law that are presented to Council.
 - The By-law must include the following: a statement explaining the cultural heritage value or interest of the property and a description of the heritage attributes of the property.
 - 15) The designation By-law is passed by Council. The designation By-law has to be passed within 120 days after the date of publication of the Notice of Intention to Designate; otherwise, the notice of intention is deemed to be withdrawn and the Township has to issue a notice of withdrawal.
 - 16) The Notice of Designation, which includes a copy of the By-law and information regarding appeals to the Ontario Land Tribunal, is mailed to the property owner, anyone to objected and the Ontario Heritage Trust, and published on the Township's website.
 - 17) Owners may appeal within 30 days of the publication of the Notice that the By-law was passed by giving the Tribunal and the Clerk a notice of appeal setting out the objection to the By-law and the reasons in support of the objection, accompanied by the fee charged by the Ontario Land Tribunal. The Tribunal will hold a hearing and make the final decision whether to keep the designation or repeal the By-law.
 - 18) If no notice of appeal within the 30 days, the By-law comes into force on the day following the last day of the appeal period.
 - 19) Staff register the Designation By-law on title of the property.
 - 20) The property is added to the Township's register and heritage story map.
 - 21) Staff add a note in the Township's computer system indicating that the property is designated as a heritage property.
 - 22) The property is listed on the provincial register of heritage properties.

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- 23) Once the property is designated, any proposed changes to the property have to be reviewed by the Heritage Committee and Council to ensure that there will be no changes to the heritage attributes that are listed in the designation By-law.

Note:

- If there is a prescribed event, such as the submission of a planning application, a municipality may only give Notice of Intention to Designate if the property is already listed on the register as of the date of the prescribed event.
- If there is a prescribed event, the Notice of Intention to Designate has to be given within 90 days of the prescribed event.

Process to amend a designation By-law for a Part IV designated property:

- 1) A property owner who wishes to alter their designated property in a way that will affect the property's heritage attributes that are listed in the designation By-law are required to submit a Heritage Permit application to the Heritage Committee.
- 2) The application must be accompanied by the prescribed information set out in Ontario Regulation 385/21, as amended, which includes the following:
 - a) The name, address, telephone number and, if applicable, the email address of the applicant.
 - b) The name of the municipality from which consent is being requested.
 - c) A description of the property that is the subject of the application, including such information as the concession and lot numbers, reference plan and part numbers, and street names and numbers.
 - d) Photographs that depict the existing buildings, structures and heritage attributes that are affected by the application and their condition and context.
 - e) A site plan or sketch that illustrates the location of the proposed alteration, demolition or removal.
 - f) Drawings and written specifications of the proposed alteration, demolition or removal.
 - g) The reasons for the proposed alteration, demolition or removal and the potential impacts to the heritage attributes of the property.
 - h) All technical cultural heritage studies that are relevant to the proposed alteration, demolition or removal.
 - i) An affidavit or a sworn declaration by the applicant certifying that the information required under this section and provided by the applicant is accurate.
- 3) Notification of complete application must be provided within 60 days of the application submission.

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- 4) Once the application has been deemed complete, Council has 90 days to consult with the Heritage Committee and make a decision to consent to the application, consent to the application on terms and conditions or refuse the application.
- 5) If Council does not make a decision within 150 days of the application submission, it is deemed approved.
- 6) The requested alterations to the property's heritage attributes may require an amendment to the designating By-law.
- 7) Prior to amending the By-law, Council must consult with the Township's Heritage Committee.
- 8) If Council proposes to make one of the following amendments, Council must give the property owner written notice of the proposed amendment:
 - a. Clarify or correct the statement explaining the property's cultural heritage value or interest or the description of the property's heritage attributes;
 - b. Correct the legal description of the property;
 - c. Otherwise revise the by-law to make it consistent with the requirements of this Act or the regulations.
- 9) Within 30 days of receiving the notice of the amendment, the property owner may file a notice of objection to the amendment with the Clerk by setting out the reasons for the objection and all relevant facts.
- 10) If an objection is received, Council must consider the objection and make a decision whether or not to withdraw the notice of the proposed amendment within 90 days after the end of the 30 day notice period.
- 11) If Council decides to withdraw the notice of the proposed amendment, either on its own initiative at any time or after considering an objection, Council can withdraw the notice by sending a notice of withdrawal to the property owner and the Ontario Heritage Trust, and publishing the notice on the Township's website.
- 12) If there is no objection filed within 30 days of the publication of the notice of amendment, or if a notice of amendment is served with that period but Council decides not to withdraw the notice of the proposed amendment, Council may pass an amending By-law and if so, Council must provide the property owner and the Ontario Heritage Trust with a copy of the amending By-law and a notice that if the property owner objects to the amending By-law, the owner may appeal to the Ontario Land Tribunal within 30 days of the publication of the notice of amendment. The notice of the amending By-law also has to be posted on the Township's website.
- 13) The property owner may object to the amending By-law by submitting an appeal to the Ontario Land Tribunal and the clerk within 30 days after the publication of the notice of amendment. The notice of appeal must set out the objection to the By-law and the reasons in support of the objection, accompanied by the fee charged by the Tribunal. The Tribunal would hold a hearing and make the final decision whether to keep the designation or repeal the By-law.
- 14) If no notice of appeal within the 30 days, the By-law comes into force on the day following the last day of the appeal period.

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- 15) Staff register the amending By-law on title of the property.
- 16) Staff make any required changes to the register, heritage story map and the property file notes in the Township's computer system.

Process to repeal a designation By-law for a Part IV designated property – Owner's initiative:

- 1) A property owner who wishes to demolish or remove any of the property's heritage attributes is required to submit a Heritage Permit application to the Heritage Committee.
- 2) The application must be accompanied by the prescribed information set out in Ontario Regulation 385/21, as amended, which includes the following:
 - a) The name, address, telephone number and, if applicable, the email address of the applicant.
 - b) The name of the municipality from which consent is being requested.
 - c) A description of the property that is the subject of the application, including such information as the concession and lot numbers, reference plan and part numbers, and street names and numbers.
 - d) Photographs that depict the existing buildings, structures and heritage attributes that are affected by the application and their condition and context.
 - e) A site plan or sketch that illustrates the location of the proposed alteration, demolition or removal.
 - f) Drawings and written specifications of the proposed alteration, demolition or removal.
 - g) The reasons for the proposed alteration, demolition or removal and the potential impacts to the heritage attributes of the property.
 - h) All technical cultural heritage studies that are relevant to the proposed alteration, demolition or removal.
 - i) An affidavit or a sworn declaration by the applicant certifying that the information required under this section and provided by the applicant is accurate.
- 3) Notice of complete application has to be issued within 60 days of application submission.
- 4) Once the application has been deemed complete, Council has 90 days to consult with the Heritage Committee and make a decision to consent to the application, consent to the application with terms and conditions or refuse the application.
- 5) If Council does not make a decision within 150 days of the application submission, it is deemed approved.
- 6) If the requested demolition or removal of the property's heritage attributes is approved, the designating By-law must be repealed.
- 7) Council must provide the Clerk with a notice of the application to repeal the designating By-law.
- 8) The Notice of an application to repeal the designating By-law is posted on the Township's website. The notice must contain the following:
 - An adequate description of the property so that it may be readily ascertained;

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- A statement explaining the cultural heritage value or interest of the property and a description of the heritage attributes of the property, as set out in the by-law that is the subject of the application;
 - A statement that further information respecting the application is available from the municipality; and
 - A statement that notice of objection to the application may be served on the clerk within 30 days after the date of publication of the notice of the application.
- 9) Anyone wishing to object to the application must serve a notice of objection to the Clerk within 30 days of the publication of the notice of application. The objection must include the reasons for the objection and all the relevant facts.
- 10) After consulting with the Heritage Committee, Council has 90 days following the end of the 30 day period to do either of the following:
- a) Refuse the application and serve a notice to the property owner, anyone who objected and the Ontario Heritage Trust that includes: a notice of Council's decision and a notice that the property owner may appeal to the Ontario Land Tribunal by giving the Tribunal and the Clerk a notice of appeal within 30 days after receipt of the notice.
 - b) Consent to the application and pass a By-law repealing the designation By-law. A notice must be sent to the property owner, anyone who objected and the Ontario Heritage Trust that includes: a copy of the repealing By-law and a notice that any person may appeal to the Ontario Land Tribunal by giving the Tribunal and the Clerk a notice of appeal within 30 days after receipt of the notice. The notice will also be posted on the Township's website.
- 11) If no notice of appeal is received within the 30 days of the notice, the repealing By-law comes into force on the day following the last day of the appeal period.
- 12) The repealing By-law is registered on title and a copy of the registered repealing By-law is sent to the Ontario Heritage Trust.
- 13) Any references to the property on the register and story map are deleted, and the property files notes in the Township's computer system are updated.

Process to repeal a designation By-law for a Part IV designated property, Council's initiative:

- 1) Council must consult with the Heritage Committee if they intend to repeal a By-law or part of a By-law designating a property.
- 2) Council must provide the Clerk with a notice of intention to repeal the By-law.
- 3) The Notice of Intention to repeal the By-law is sent to the property owner and the Ontario Heritage Trust and published on the Township website.
- 4) The notice must contain the following:
 - An adequate description of the property so that it may be readily ascertained;
 - A statement of the reason for the proposed repealing by-law; and

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- 5) A statement that notice of objection to the repealing by-law may be served on the Clerk within thirty days of the date of publication of the notice of intention.
- 6) Anyone wishing to object to a proposed repealing By-law must serve a notice of objection to the Clerk within 30 days of the publication of the notice. The objection must include the reasons for the objection and all the relevant facts.
- 7) If a notice of objection is received within the 30 day timeline, Council considers the objection and decides whether to withdraw the notice of intention within 90 days of the end of the appeal period.
- 8) If Council decides to withdraw the notice of intention, they must provide the notice of withdrawal to the person who objected, the property owner and the Ontario Heritage Trust, and publish the notice on the Township's website.
- 9) If there is no notice of objection received within the 30 day timeline or if a notice of objection is served within that period but Council decides not to withdraw the notice of intention, Council may pass a By-law repealing the designating By-law or part of the designating By-law.
- 10) A Notice of the repeal is sent to the property owner, anyone who objected and the Ontario Heritage Trust that includes: a copy of the repealing By-law and a notice that any person who objects to the repealing By-law may appeal to the Ontario Land Tribunal by giving the Tribunal and the Clerk a notice of appeal within 30 days after the date of publication of the notice. The notice is also published on the Township's website.
- 11) Anyone who objects the repealing By-law may appeal to the Ontario Land Tribunal within 30 days of the publication of the notice of the repealing By-law. The notice of appeal must set out the objection to the repealing By-law, the reasons in support of the objection and Tribunal fee. The Tribunal would hold a hearing and make the final decision.
- 12) If no notice of appeal is received within the 30 days of the notice, the repealing By-law comes into force on the day following the last day of the appeal period.
- 13) The repealing By-law is registered on title and a copy of the registered repealing By-law is sent to the Ontario Heritage Trust.
- 14) Any references to the property on the register and story map are deleted, and the property files notes in the Township's computer system are updated.



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Appendix A

Township of Oro-Medonte Cultural Heritage Resource Evaluation Form

Address: _____

Period: _____

Recorder Name: _____

Description: _____

Photographs: Front Facade Left Facade Right Facade
 Rear Facade Details Setting

Date: _____

Design of Physical Value

Style Is this a notable, rare or unique example of a particular architectural style or type? N/A Unknown No Yes

Construction Is this a notable, rare, unique or early example of a particular material or method of construction? N/A Unknown No Yes

Design Is this a particularly attractive or unique structure because of the merits of its design, composition, craftsmanship or details? N/A Unknown No Yes

Does this structure demonstrate a high degree of technical or scientific achievement? N/A Unknown No Yes

Notes:

Contextual Value

Continuity Does this structure contribute to the continuity or character of the street, neighbourhood or area? N/A Unknown No Yes

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Contextual Value (Continued)

Setting	Is the setting or orientation of the structure or landscaping noteworthy?	N/A <input type="checkbox"/>	Unknown <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>
	Does it provide a physical, historical, functional or visual link to its surroundings?	N/A <input type="checkbox"/>	Unknown <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>
Landmark	Is this a particularly important visual landmark within the: <input type="checkbox"/> region; <input type="checkbox"/> city; or, <input type="checkbox"/> neighbourhood?	N/A <input type="checkbox"/>	Unknown <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>
Completeness	Does this structure have other original outbuildings, notable landscaping or external features that complete the site?	N/A <input type="checkbox"/>	Unknown <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>

Notes:

Integrity

Site	Does the structure occupy its original site? Note: if relocated, i.e. relocated on its original site, moved from another site, etc.	N/A <input type="checkbox"/>	Unknown <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>
Alterations	Does this building retain most of its original materials and design features?	N/A <input type="checkbox"/>	Unknown <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>
	Is this a notable structure due to sympathetic alterations that have taken place over time?	N/A <input type="checkbox"/>	Unknown <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>



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Integrity (Continued)

Condition Is this building in good N/A Unknown No Yes
condition?

Notes:

Historical or Associative Value & Significance

Does this property or structure have strong N/A Unknown No Yes
associations with and/or contribute to the
understanding of a belief, person, activity,
organization or institution that is significant or
unique within the City?

Is the original, previous or existing use significant? N/A Unknown No Yes

Does this property meet the definition of a Unknown No Yes
significant built heritage resource or cultural
heritage landscape, as identified in the Provincial
Policy Statement under the Ontario Planning Act?

**A property or structure valued for the important
contribution it makes to our understanding of
the history of a place, an event, or a person.**

Names of the Original Owners: _____

Notes:



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Further Action/Follow Up

- Add to Heritage Register
- High Priority for Designation
- Heritage District Potential
- Additional Research Required
- Additional Photographs Required Setting All Facades Details
- Request Permission to Access Property

Other: _____

General Comments

Date of Property Owner Notification: _____

Property Owner Name and Address: _____

- Additional Information Attached
-

Recommendation

Heritage Committee Recommendation

- Add to Heritage Register
- No Action – Keep on File

Date: _____

Council Decision

- Add to Heritage Register
- No Action – Keep on File

Date: _____

Notice of Collection: Information on this form is collected for the purposes authorized under the Municipal Act 2001, s. 8; in addition to heritage preservation, information will be used to enhance municipal services being delivered to applicants or as the applicant may require. All information is subject to the provisions of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c M56. Questions about this notice of collection should be directed to the Clerk's office at 705-487-2171

Revised June 2023



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Appendix B

Township of Oro-Medonte Municipal Register Correction/Removal Application Form For Non-designated (Listed) Properties

Heritage Committee, Township of Oro-Medonte
148 Line 7 South
Oro-Medonte, ON L0L 2E0
P (705) 487-2171

Date Application Filed: _____

File Number: _____

General Application Instructions

You may consult members of the Heritage Committee concerning any questions/concerns you encounter in completing and/or submitting this application.

If you require more space than is provided on this form, please attach additional pages and/or documents. Supporting documentation should be included with the application.

Part A: Applicant Information

Name of Registered Property Owner: _____

Address of Registered Property Owner: _____

Phone Number: _____

Email Address: _____

[Please note: Authorization is required if the applicant is not the owner. See Part F.]

Agent Information (If another party is filling out this application on behalf of the owner. All correspondence will be sent to the agent and copied to the owner.)

Name of Agent: _____

Address of Agent: _____

Phone Number: _____

Email Address: _____



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Part B: Property Information

Address of Subject Property: _____

Legal Description (e.g. Lot and Plan No.): _____

Date of Acquisition of Subject Property: _____

Current Use(s): _____

Existing Structures: _____ Structure 1: _____

Yes (please specify use) _____ Structure 2: _____

No _____ Structure 3: _____

Current Photograph of property attached. Yes No

Part C: Request Details

1) Correction to Municipal Register

Are you requesting a correction to Municipal Register information? Yes No

If Yes, please identify what information is incorrect and provide details explaining what change you are requesting and include documentation/data sources in support of your application.

Property Address: _____

Legal Description: _____

Build Date: _____



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Significant Features:

2) Removal from the Municipal Register

Are you requesting removal from the Municipal Register? Yes No

If Yes,

a) Please provide your rationale for the property not displaying any design or physical value under the criteria set out in Ontario Regulation 9/06.

b) Please provide your rationale for the property not displaying any historic or associative value under the criteria set out in Ontario Regulation 9/06.



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c) Please provide your rationale for the property not displaying any contextual value under the criteria set out in Ontario Regulation 9/06.

Has a Heritage Assessment been conducted?

Yes

No

(If the answer to any of the above questions is 'Yes', please attach the appropriate Report to this application)

Heritage Consultant Information

Name of Heritage Consultant: _____

Address of Heritage Consultant:

Email Address: _____

Phone Number: _____



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Part D: Project Information

Is this property currently or previously the subject of a development application (e.g. Re-zoning, site plan control, building permit, demolition, etc)?

Yes

No

If Yes, please provide:

Date: _____

File Number: _____

Purpose: _____

Details/Outcome:



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Part E: Sworn Declaration

I/WE HEREBY CERTIFY that the information contained in this application is true, correct and complete in every respect and may be verified by the Township of Oro-Medonte, including Heritage Committee members, by such inquiry as it deems appropriate, including inspection of the property for which this application is being made.

I/WE HEREBY GRANT PERMISSION to the Township, or its agents, including Heritage Committee members, to inspect my/our property as part of the review/heritage assessment process.

Name of Property Owner

Title

Signature of Property Owner
(Owner must sign this application. Please see
Part F: Authorization for Agent to Act for Owner)

Date

Signature of Agent (where applicable)

Date

Name of Qualified Person (where applicable)
(Heritage Consultant)

Title

Signature of Qualified Person
(where applicable)
(Heritage Consultant)

Date

** Personal information in this application (name, address, phone number, e-mail address) is part of the public record and by signing such application form the applicant acknowledges that such information can be disclosed to the public.



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Part F: Authorization for Agent to Act for Owner

(If application is signed by an Agent on Owner's behalf, the Owner's written authorization below must be completed and submitted with the application.)

I/WE _____

Of the _____ of _____

In the County/Region of _____

Do hereby authorize _____

To act as my/our agent in this application.

Signature of Owner (s)

Date

Print Name of Owner (s)

** Personal information in this application (name, address, phone number, e-mail address) is part of the public record and by signing such application form the applicant acknowledges that such information can be disclosed to the public.

Office use:

Date Received: _____ Application Complete:

60 Day Review Period Ends: _____ Support Materials Provided:

Correction Request
Result _____

Removal Request
Date of Heritage Committee Meeting _____
Invite Applicant _____
Council Date _____
Result _____

Register and copies Updated

Comments: