



Town of Whitby Heritage Permit Application

Planning Department
575 Rossland Road East
Whitby, ON L1N 2M8
tel: 905 430 4306
e-mail: heritage@whitby.ca

Date of Pre-Consultation with Heritage Planning Staff: _____

Applicant Information

Name:		
Mailing Address:		Postal Code:
Telephone:	Fax:	E-mail:

Owner Information (If different from applicant)

Name:		
Mailing Address:		Postal Code:
Telephone:	Fax:	E-mail:

Property Information Individual Designation (Part IV) District Designation (Part V)

Municipal Address:

Description of Work to be Undertaken

Alteration to Building/Property New Construction Demolition

Provide a detailed description of the work to be undertaken and attach any drawings, photographs, or other additional items identified by Planning Staff. If additional space is required, attach a Description of Work sheet (available at the Planning Office or online) along with this document when submitting your Heritage Permit Application.

SHADED AREAS FOR OFFICE USE ONLY

Date Received:	Data Input Date:	Data Entered By:
Date Reviewed:	Application No.	

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 Town 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: **Commissioner of Planning Department, Town of Whitby, 575 Rossland Road East, Whitby, Ontario, L1N 2M8 (Telephone 905-430-4306).**

Applicant's Signature:

Date:

Owner's Authorization

If the applicant is not the owner of the land that is the subject of this application, 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 set out below.

I, _____, am the owner of the land that is the 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 Town of Whitby 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 purposes 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. If you have any questions about this collection of personal information, please contact the Town of Whitby Planning Department at 905 430 4306.