

# Heritage Alterations Application Form



185 Robinson Street, Suite 200  
Simcoe ON N3Y 5L6 www.norfolkculture.ca  
Tel 519-426-5870 ext 1347 Fax 519-427-5901

This application should be used by those persons owning property designated under Part IV or within a Heritage Conservation District designated under Part V of the Ontario Heritage Act within the Municipality of Norfolk County.

<b>Section A: Property and Applicant Information</b>	
Address:	
Property Owner Name:	Applicant or Agent (if different than owner):
Mailing Address:	Mailing Address:
Daytime Tel:	Daytime Tel:
Fax:	Fax:
Email:	Email:
<b>Section B: Summary of Work Proposed</b>	
1) What kind of work is being proposed?	<input type="checkbox"/> Alteration or Addition to Building <input type="checkbox"/> New Construction <input type="checkbox"/> Demolition
2) Describe the work to be undertaken. Attach drawings, site plans, specifications, photographs, and other documents as needed to illustrate the project. Requirements will depend on the scale of the project	
3) Explain the reasons for undertaking the alterations and describe how the proposal conforms to the Part IV individual designation by-law or the Part V Heritage Conservation District Plan design guidelines. Attach additional page(s) if needed.	

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4) If known, please state whether the proposed work will also require any of the following. Check all that apply:

- |                                                  |                                                                 |
|--------------------------------------------------|-----------------------------------------------------------------|
| <input type="checkbox"/> Building Permit         | <input type="checkbox"/> Rezoning                               |
| <input type="checkbox"/> Minor Variance          | <input type="checkbox"/> Sign Permit                            |
| <input type="checkbox"/> Official Plan Amendment | <input type="checkbox"/> Community Improvement Plan Application |
| <input type="checkbox"/> Site Plan               | <input type="checkbox"/> Conservation Authority Permit          |

\_\_\_\_\_  
Owner Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Full Name

Contact:



Melissa Collver  
Director, Heritage and Culture  
185 Robinson Street, Suite 200  
Simcoe ON N3Y 5L6

519-428-5870 x 1347  
melissa.collver@norfolkcounty.ca

For Office Use Only

Date Received	
Review	
Approval / Denial	