

# Listed Historical Resources

Under the Historical Resources By-law No. 55/2014

**A Guide to Obtaining Heritage Approvals and Permits**



Architect: Public City Architecture Inc. | Photographer: Stationpoint Photographic

Historical resources illustrate the history of our city, express a variety of social values, and provide us with variety in neighbourhood design and architecture. Since 1977, the City has been regulating alterations to historical resources to ensure that they continue to embody their heritage values and contribute to the beauty and vibrancy of Winnipeg. In order to make alterations to an historical resource, an owner must obtain a Heritage Permit.

The Heritage Permit is administered by the Planning, Property and Development Department pursuant to [the Historical Resources By-law No. 55/2014](#).

This By-law identifies all resources (buildings, structures, or lands) that are on the List of Historical Resources and establishes the protections afforded to these resources, as well as the procedure for obtaining a Heritage Permit.

## HOW DO I KNOW IF MY BUILDING IS ON THE LIST OF HISTORICAL RESOURCES?

The Historical Resources By-law identifies three types of heritage lists:

1. [List of Historical Resources](#): These resources are protected from demolition and alterations. Alterations to the Character-Defining Elements of the resource or building require a Heritage Permit.
2. [List of Nominated Resources](#): These resources are protected from demolition and elements of the resource may not be removed.
3. [Commemorative List](#): These resources are recognized for their architectural and/ or historical value but have no heritage restrictions on demolition or alterations.

## WHAT ARE “CHARACTER-DEFINING ELEMENTS”?

The character-defining elements of a resource/ building are the elements identified under the Listing and protected under the Historical Resources By-Law. These elements of the resource/building embody its heritage value and are protected from demolition and alterations.

Some examples of Character-Defining Elements are:

- Exterior masonry
- Stained-glass windows
- Pressed-tin ceiling

## WHAT IS A HERITAGE PERMIT?

A Heritage Permit is a document which legally authorizes alterations to the Character-Defining Elements of a Listed Historical Resource pursuant to the provisions of the Historical Resources By-law.

## WHY IS A HERITAGE PERMIT REQUIRED?

The Historical Resources By-law states that a Heritage Permit authorizes the owner of a Listed Historical Resource to carry out alterations. The Heritage Permit is required to ensure that alterations or additions are consistent with the conservation of the Character-Defining Elements.

## WHEN IS A HERITAGE PERMIT REQUIRED?

A Heritage Permit is required prior to altering the Character-Defining Elements of Listed Historical Resource.

Some examples of work that require a Heritage Permit:

- A new addition to a building that is on the List of Historical Resources
- Maintenance and restoration of Character-Defining Elements, such as re-painting, mortar re-pointing, building cleaning, re-roofing, and window repair, etc.
- Alterations to Character-Defining Elements, such as the re-construction of an element that has deteriorated, alterations required by code upgrades, etc.
- Installation of new signage or lighting, on a building that is on the List of Historical Resources

## WHO SHOULD I CONTACT IF I'M NOT SURE OF MY BUILDING'S HERITAGE STATUS, RESTRICTIONS, AND REQUIREMENTS?

Contact the Planning, Property & Development Department, Urban Design Division, Heritage Unit at:  
[ppd-heritage@winnipeg.ca](mailto:ppd-heritage@winnipeg.ca)



## WHAT IS THE PROCESS FOR RECEIVING A HERITAGE PERMIT?

A Heritage Permit must be applied for by completing an application form and by submitting required information.. All Heritage Permit applications undergo review by Heritage staff and, at times, are referred to the Historical Buildings and Resources Committee (HBRC). This review evaluates applications in accordance with best practices for heritage conservation as established by the [Standards and Guidelines for the Conservation of Historical Places in Canada](#). If an application is approved by Heritage staff, a Heritage Permit will be issued.

For a major rehabilitation project, such as an addition or change of use, a pre-application meeting with the applicant and the HBRC may be arranged. This meeting should occur at the conceptual or schematic design stage of the project. There is no fee for this meeting. Contact Heritage staff for more information.

For the repair or replacement of heritage windows, approvals are based on the [Guidelines for the Repair or Placement of Windows in Historic Buildings](#).

For signage applications, approvals are based on the [Signage on Heritage Buildings](#) guiding document.

\* To review standards, guidelines and signage information, please refer to: [winnipeg.ca/ppd/Heritage/DesignStandardsAndGuidelines.stm](http://winnipeg.ca/ppd/Heritage/DesignStandardsAndGuidelines.stm)

## WHO MAKES THE APPLICATION FOR A HERITAGE PERMIT?

An application may be submitted by the owner or authorized representative when construction is proposed that affects the Character-Defining Elements of a Listed Historical Resource.

## WHAT INFORMATION IS REQUIRED TO APPLY FOR A HERITAGE PERMIT AND WHAT IS THE FEE?

An information brochure, available from Heritage staff, outlines the application requirements and fees.

Submission requirements include a completed application form, along with plans, reports and images. Other information may be requested by Heritage staff.

The brochure is available to download online at: [winnipeg.ca/ppd/Heritage/HeritageReviewPermits.stm](http://winnipeg.ca/ppd/Heritage/HeritageReviewPermits.stm)

## WHERE CAN I GET AN APPLICATION?

Application forms are available at:

Heritage Unit  
15-30 Fort Street  
Winnipeg, MB R3C 4X5

Online:

[winnipeg.ca/ppd/Heritage/HeritageReviewPermits.stm](http://winnipeg.ca/ppd/Heritage/HeritageReviewPermits.stm)

## WHAT IF I PROCEED WITH CONSTRUCTION WITHOUT MAKING AN APPLICATION TO THE CITY?

Any person who begins or authorizes work in the regulated area without first obtaining approval from the City is in contravention of the Historical Resources By-law and is subject to a fine.

## ALL DOCUMENTS ARE AVAILABLE ONLINE

[winnipeg.ca/ppd/heritage](http://winnipeg.ca/ppd/heritage)



**Planning, Property & Development**  
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Heritage Unit

[ppd-heritage@winnipeg.ca](mailto:ppd-heritage@winnipeg.ca) | [winnipeg.ca/ppd/heritage](http://winnipeg.ca/ppd/heritage)

Permits Direct Line

204-986-5140 | [ppd-permit@winnipeg.ca](mailto:ppd-permit@winnipeg.ca)

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Every effort has been made to ensure the accuracy of information contained in this publication. However, in the event of a discrepancy between this publication and the governing City of Winnipeg By-law, the By-law will take precedence.