

## Historical Resource Nomination Application Form

### Resource Information:

Street Number:	Street Name:	Resource Name:
Check all that apply about the resource:	<input type="checkbox"/> It is a building <input type="checkbox"/> It is both a building and land It is a monument, statue, gate, or fountain	<input type="checkbox"/> It is land (i.e. a park or landscape) <input type="checkbox"/> It is engineering work (i.e. a bridge) <input type="checkbox"/> It is at least 40-years-old

### Property Owner Information:

Property Owner's Name: (print)	Address:
Email Address:	Daytime Phone Number:

### Applicant Information (If different from property owner):

Applicant's Name: (print)	Address:
Email Address:	Daytime Phone Number:

### Potential Heritage Values:

Age:	
Original owner:	
Reason for construction:	
Distinct design features:	
Architect/designer:	
Location/area:	
Intactness:	

### Proposed Character-Defining Elements:

Exterior Elements	Interior Elements

**Checklist:**

- |  |  |
|--|--|
| <input type="checkbox"/> Copy of land title                                  | <input type="checkbox"/> A copy of any historical research, articles, or essays about the resource                                 |
| <input type="checkbox"/> Proof of ownership                                  | <input type="checkbox"/> Photographs of the resource   |
| <input type="checkbox"/> Summary of the resource's potential heritage values | <input type="checkbox"/> Authorization letter from the property owner if an applicant is applying on their behalf                  |
| <input type="checkbox"/> A list of proposed elements to be protected         | <input type="checkbox"/> If required, attach additional sheets describing proposed heritage values and character-defining elements |

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**Applicant Signature**

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**Printed Date****Historical Resource Nomination Fee:**

- The fee is \$279.00 + GST to apply to initiate the nomination of a historical resource.
- The fee may be adjusted on an annual basis, as per the current [Planning, Development, Building Fees, and Charges](#).

**Where and how to apply and pay the fee:**

- Submit the Historical Resource Nomination Application Form and arrange fee payment with heritage staff in one of the following ways:
  - By email: [ppd-heritage@winnipeg.ca](mailto:ppd-heritage@winnipeg.ca)
  - In-person: Unit 15, 30 Fort Street
- To pay the fee, we can accept payment over the phone with a credit card or a cheque payable to the City of Winnipeg, sent by mail or dropped off in-person.

**Nomination Process, General:**

- Once a completed application is submitted and the fee is paid, the Director must decide within 90 days whether or not to nominate the resource.
- If the Director decides to nominate, the resource must be reviewed by the Historical Buildings and Resources Committee within 12 months from the date the Director decides to nominate.
- If the Director decides not to nominate, the owner may appeal the Director's decision to the Standing Policy Committee on Property and Development, Heritage, and Downtown Development.
- If nominated, a final decision concerning designation will be made by City Council.
- The property owner will receive advanced notice of all meetings concerning the designation.
- For more information, see the City's website: <https://www.winnipeg.ca/ppd/Heritage/NominatingHistoricalResource.stm>.
- This process is regulated by the Historical Resources By-law No. 55/2014.