

Heritage Permit Application Form

Heritage Conservation Districts
Heritage Conservation Districts By-law 87/2018

Applicant Information:

Owner Information	Company Name:	Contact Person:
	Mailing Address:	Daytime Phone Number:
	Email Address:	Alternate Phone Number:
Applicant Information (if different from owner)	Company Name:	Contact Person:
	Address:	Daytime Phone Number:
	Email Address:	Alternate Phone Number:

Project Information:

Property Location	Property Address:	Heritage Conservation District:
Brief Project Description	Brief Project Summary (include Character-Defining Elements that are proposed to be altered):	

Owner or Applicant Signature

Printed Date

Urban Planning & Design Division
Unit 15 - 30 Fort Street, Winnipeg, MB, R3C 4X5

Division de l'aménagement et des inspections
30, rue Fort, porte 15, Winnipeg (Manitoba) R3C 4X5

T. | Tél. : 204-986-4722

E. : ppd-heritage@winnipeg.ca
winnipeg.ca/heritage-conservation

Heritage Permit (Heritage Conservation Districts By-law 87/2018) Application Requirements

A Heritage Permit is required to alter a Listed Historical Resource (the Resource) pursuant to the provisions of the Heritage Conservation District By-law 87/2018.

Mandatory Requirements - Please ☐ if submitted

- ☐ **Plans of the Existing Resource:** including site plan, plans, elevations, sections, details.
- ☐ **Plans of Development:** including site plan, plans, elevations, sections, details & specifications (mortar mix, paint coating, roofing, etc.). Plans shall be drawn to scale and be fully dimensioned to accurately convey the nature of the proposed design and how it relates to the character-defining elements of the Heritage Conservation District.
- ☐ **Colour Images** that illustrate the existing condition(s) of the Resource with respect to the proposed application.
- ☐ **Owner authorization letter** if the applicant is applying on behalf of the owner.
- ☐ **Copy of current Land Title**

Other Requirements – Please ☐ if submitted

- ☐ **Colour renderings:** that illustrate the project
- ☐ **For window projects:** completed Window Condition Assessment form, images that illustrate the condition of each window, annotated elevations, dimensions of existing windows, shop drawings of new and/or replacement windows
- ☐ **Other condition reports**
- ☐ **On-site test patches**
- ☐ **Material or product samples**

Heritage Permit Application Fees

Fees for Heritage Permits can be found in the [Planning, Development, and Building Fees and Charges](#) schedule.

How to apply for a Heritage Permit

1. Review the Heritage Permit information on our website.
2. If your project requires a building permit, submit this through the permits online portal. Ensure your submission includes all heritage permit requirements. Submit a completed heritage permit application by email to ppd-heritage@winnipeg.ca or in-person at: Unit 15, 30 Fort Street.
3. If your project doesn't require a building permit, submit a completed heritage permit application along with all heritage permit requirements by email to ppd-heritage@winnipeg.ca.