



Where can I get an application?

Application forms are available at:
Heritage Unit

15-30 Fort Street

Winnipeg, MB R3C 4X5

Online: www.winnipeg.ca/ppd/heritage

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.

What information is required to make a Heritage Permit Application?

An information package, available from Zoning and Permits or the Heritage Unit, outlines drawings, details, reports and images to be submitted with the application form. This is available to download online at: winnipeg.ca/ppd/Heritage/HeritageReviewPermits.stm



For more information please contact:

Heritage Unit

Phone: 204-986-4722

Email: rricci@winnipeg.ca

or

Zoning and Permits Branch

Phone: 204-986-5140

Fax: 204-986-6347

City of Winnipeg
Planning, Property & Development Department
31-30 Fort Street
Winnipeg, MB R3C 4X5
www.winnipeg.ca/ppd

Every effort has been made to ensure the accuracy of the information contained in this publication. However, in the event of conflict between this publication and a City of Winnipeg Bylaw, the Bylaw will take precedence.

*All documents are available online at:

www.winnipeg.ca/ppd/heritage

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Planning, Property
and Development
Department

HERITAGE REVIEW & PERMIT PROCESS

A Guide to Obtaining Heritage
Approvals and Permits



Introduction

Heritage resources illustrate the history of our city through built form, 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 heritage resources - to ensure heritage buildings continue to contribute to the beauty and vibrancy of Winnipeg - through an application and permit approval process.

The application and heritage review process 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/building require a Heritage Permit.
2. [List of Nominated Resources](#): These resources are protected from demolition.
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, lighting, security cameras, etc. 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 204-986-4722.

What is the Heritage Review and Permitting process?

All permits related to a Listed Historical Resource undergo heritage review through the office of the Heritage Planner and by the Historical Buildings and Resources Committee. Heritage review evaluates applications for best practices in heritage conservation as established by the [Standards and Guidelines for the Conservation of Historical Places in Canada](#).

For the repair or replacement of heritage windows, approvals are based on the [Guideline 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

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.

Do I need a Heritage Review if my building is on the List of Nominated Resources?

Yes, If you are planning to demolish any portion of a Nominated Resource, you do require an application for Heritage Review as all Nominated Resources are protected from demolition under the Historical Resources By-law.