



SAANICH HERITAGE
APPLICATION FOR HERITAGE DESIGNATION

INSTRUCTIONS

A completed and signed application, Certificate of title (dated within 30 days), along with photographs of the exterior of the building, landscape features, and interior features that are the subject of the designation application must be submitted to the:

Saanich Planning Department
Municipal Hall
770 Vernon Avenue
Victoria BC V8X 2W7
planning@saanich.ca

APPLICANT	
<i>Note: Applicant(s) must be the legal owner(s) of the property to be designated.</i>	
NAME OF APPLICANT(S): _____	
ADDRESS : _____	
CITY: _____	PROVINCE: _____
POSTAL CODE: _____	EMAIL: _____
HOME PHONE #: _____	WORK PHONE #: _____

PROPERTY DESCRIPTION	
PROPERTY ADDRESS FOR DESIGNATION: _____	
LOT: _____	BLOCK: _____ SECTION: _____
DISTRICT: _____	PLAN: _____
PRESENT USE (e.g. Residential): _____	

DESIGNATION DETAILS	
DO YOU WISH FOR YOUR PROPERTY TO BE CONSIDERED FOR HERITAGE:	
DESIGNATION () REGISTRATION ()	
De-registration/De-designation ()	
DO YOU WISH TO DESIGNATE THE LAND WITH THE BUILDING?	YES <input type="checkbox"/> NO <input type="checkbox"/>
Rationale for Application:	
<i>NOTE: Please provide a site plan, drawn to scale, delineating the site or portion of the site to be designated.</i>	

DO YOU WISH TO DESIGNATE A LANDSCAPE FEATURE ON THE PROPERTY?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
DESCRIBE THE LANDSCAPE FEATURE AND REASONS FOR DESIGNATION:		
<i>NOTE: Please provide a site plan, drawn to scale, identifying the feature(s) of the site to be designated.</i>		
DO YOU WISH TO DESIGNATE AN INTERIOR FEATURE ON THE PROPERTY?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
DESCRIBE THE INTERIOR FEATURE AND REASON FOR DESIGNATION:		
<i>NOTE: Please provide photos of the feature and a floor plan showing the location of the interior feature.</i>		

APPLICATION EVALUATION CRITERIA

The designation Applications for heritage designation, registration (or de-designation/de-registration) will be evaluated on, criteria such as:

- Age of the property or structure;
- Style/Type;
- Construction type and methods;
- Designer/Builder;
- Historic Significance Association with person, historical period or event;
- Community context;
- Visual qualities;
- Condition of the site and structure;
- Archaeological potential;
- Financial support potentially required; and
- Adaptability for re-use, if applicable.

On the following page, please provide as much information about the property as possible in order to assist the Heritage Foundation in evaluating this heritage application. Information over and above the historical background found in the Saanich Heritage Register may be found at Saanich Archives. Saanich Archives is located in the Centennial Library, 3100 Tillicum Road, Victoria, BC, V9A 6T2, <http://saanicharchives.ca>.

INFORMATION FOR HERITAGE EVALUATION
<i>Information that will help in evaluation of the property includes:</i>
Original Owners and any owners of historical interest:
Have you provided a Statement of Significance provided by a Heritage Consultant (please attach)?
Have you provided a condition assessment of the existing building(s) (please attach)?

Did anyone connected to the property make any particular or significant contribution to the neighbourhood, Municipality, Province or Nation?
Cultural and Neighbourhood Significance of the property?
Associated historical events, if any?
Year of construction:
Style of architecture and/or construction:
Significant features:
Architect/Builder:
Please provide comments on why you, the applicant, are submitting this application request:

NOTE: Prior to the Saanich Heritage Foundation making a recommendation to Council, an inspection of the property is required. You will be contacted to arrange this.

IMPLICATIONS OF HERITAGE DESIGNATION

As part of the application it is important that the applicant/owner understand the purpose of heritage designation and what it means to the future of the property. Please read over the following statements prior to signing the application form.

Heritage Designation under the BC Local Government Act

Heritage Designation of a structure or property is the legal recognition of its cultural and historical significance by a Municipality through a bylaw passed under the Local Government Act.

Heritage Designation means that the owner and the Municipality are committed to retain and maintain those qualities and features that are important to the community.

Once designated, alterations to the exterior may only be made upon approval by resolution of Council. A designated building may not be demolished without approval by council.

Designation does not affect private ownership and does not impede the purchase or sale of the property. The owner(s) retain all rights to individual enjoyment and use of their property.

Once designation of a property is approved by Council, that status remains with the property through change of ownership.

Benefits of Heritage Designation

The District of Saanich provides the owner(s) with plaque to identify the building/site as a designated historic site.

Funding assistance for rehabilitation and preservation of single family homes is available through a grant application administered by the Saanich Heritage Foundation (<http://www.saanich.ca/living/mayor/boards/shf.html>). At this time there is no assistance for multifamily, commercial, institutional, and industrial buildings, however, other levels of government may have grant opportunities for these buildings.

I/we hereby consent to the building/site indicated hereon being designated as a Municipal Heritage site under Sections 967, 968, and 969 of the *B.C. Local Government Act* and acknowledge and agree that I/we will not make an application to the District for compensation under Section 969 of the *Local Government Act* for any reduction in market value of the Property which might arise from such designation.

SIGNATURE: _____

DATE: _____

This collection of personal information is authorized under the *Local Government Act*, *Community Charter* and section 26(c) of the *Freedom of Information and Protection of Privacy Act*. The information will be used for processing this application. Questions can be directed to the District's Privacy Officer at: 770 Vernon Avenue, Victoria BC, V8X 2W7, t. 250-475-1775, e. foi@saanich.ca

INFORMATION ABOUT GRANTS AND RESTORATION GUIDELINES MAY BE OBTAINED FROM:

Secretary of The Saanich Heritage Foundation
c/o Legislation Services
770 Vernon Avenue
Victoria, BC, V8X 2W7
Telephone: 250-475-1775
Fax: 250-475-5440
clerksec@saanich.ca