

APPLICATION FORM

Heritage Clearance Approval - Heritage Permit

HERITAGE CLEARANCE APPROVAL

Please check purpose of Heritage Clearance Approval:

DEMOLITION PERMIT (For Building Standards Department)

GRADING PERMIT (Top Soil removal - For Grading Coordinator Building Standards)

HERITAGE PERMIT

Please check purpose of Heritage Permit application:

- Changes or additions to individually designated property under Part IV of the *Ontario Heritage Act*
- Changes or additions to designated property within the Kleinburg-Nashville or Thornhill Heritage Conservation Districts under Part V of the *Ontario Heritage Act*
- Sign Permit applications within a Special Sign District as designated under the City of Vaughan Sign By-Law

APPLICATION REQUIREMENTS

Applications for **Heritage Clearance Approval** or **Heritage Permits** will require one or more of the following items with your application form (***please confirm with Cultural Services staff your minimum submission requirements***):

- a current survey (surveyor's plan) of the property (for demolition permits)
- site plan only
- site plan and elevation drawings clearly indicating the nature of the proposal
- all Permits for signs require site plan and measured elevation drawings showing location, type, design, materials and size of signage

HOW TO SUBMIT APPLICATION FORM

To make an application, please fill in the information on the back of this page and attach a copy of any required plans or drawings, and return to Stephen Robinson, Cultural Heritage Coordinator, in the Cultural Services Division office at 10401 Dufferin Street (north of Major Mackenzie Drive).

If you have any questions or comments, please contact **Stephen Robinson**, Cultural Heritage Coordinator at:

Email: stephen.robinson@vaughan.ca

Phone: 905-832-2281 ext. 3128

Fax: 905-303-2538

For additional information please visit www.vaughan.ca

APPLICATION FORM

HERITAGE CLEARANCE APPROVAL & HERITAGE PERMIT

Application Date:

____ Day ____ Month ____ Year

Subject Property Address (Street # and Street Name)			
Lot	Concession	Registered Plan	Draft Plan of Subdivision Number
Briefly describe the proposed alterations to the property (demolition, grading or topsoil removal, addition, alteration to Designated property, etc.)			

Property Owner Name	Applicant or Representative Name (if not the same as owner)
Mailing Address	Mailing Address
Telephone (Include area code)	Telephone (Include area code)
Fax Number (include area code)	Fax Number (include area code)
Email Address	Email Address

Approval Stamp:

FOR STAFF USE ONLY
PERMIT NO: _____

