

## Assessing Heritage Merit

There are 6 criteria that the Heritage Advisory Panel looks at when assessing the heritage merit of a building:

- ◆ ARCHITECTURAL/ LANDSCAPING
- ◆ HISTORY
- ◆ ENVIRONMENT
- ◆ USABILITY
- ◆ INTEGRITY
- ◆ VULNERABILITY

For a more detailed list of the criteria, pick up the brochure entitled “*How to Designate Your House as Heritage*” which is available at the Municipal Hall.

What is Heritage Designation?

Heritage designation is a method of conserving property. Section 11 of the Heritage Conservation Act gives municipal councils the power to designate land and/or buildings with the objective of retaining a heritage legacy for appreciation by present and future generations. The Heritage Commission of the Municipality of Oak Bay was established to advise Council on all matters relating to heritage.

### RESTRICTIONS

Once designation of a property is approved by Council, that status, along with its restrictions, passes automatically to future owner(s) upon change of ownership. The *Heritage Conservation Act* of BC stipulates that, once designated, the building or structure cannot be demolished, the façade or exterior of a building may not be altered, and designated land cannot be built upon, without prior approval by resolution of Council for a Heritage Alteration Permit.



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of Oak Bay**

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# Application for Heritage Designation



## Heritage Oak Bay





# OAK BAY HERITAGE COMMISSION

## APPLICATION FOR HERITAGE DESIGNATION

### INSTRUCTIONS

This application, along with photographs of the exterior of the building, must be returned to the Chair of the Oak Bay Heritage Commission Administration Office, Municipal Hall, Oak Bay.

Specific information, helpful to the Oak Bay Heritage Commission in evaluating this application, should include:

- ⇒ Names of the original owners
- ⇒ Architect/builder
- ⇒ Year of construction
- ⇒ Any contemporary or associated historical events
- ⇒ Style of architecture and significant features
- ⇒ Cultural and neighbourhood significance (in historical context)

### APPLICANT

Name of Applicant(s): \_\_\_\_\_

*Note: Applicants must be the legal owner of the property for which heritage designation is sought.*

Address of Applicant(s) \_\_\_\_\_

Telephone #: Home: \_\_\_\_\_ Work: \_\_\_\_\_

### PROPERTY DESCRIPTION

Address of the subject property to be designated \_\_\_\_\_

Legal description: \_\_\_\_\_

Present Use: \_\_\_\_\_

Do you wish to designate land with the building? Yes \_\_\_ No \_\_\_ Do you wish to designate the interior? Yes \_\_\_ No \_\_\_

Is the building threatened with demolition? Yes \_\_\_ No \_\_\_

If you wish to have only part of the site designated, a site plan, drawn to scale, is required, delineating the portion of the site to be designated.

I hereby consent to the building/site indicated above being designated as a municipal heritage site under Section 11 of the *Heritage Conservation Act*.

\_\_\_\_\_

Date

Signature of Owner(s)

**Prior to the Oak Bay Heritage Commission making a recommendation to Council, a thorough inspection of the property is required. You will be contacted to arrange this inspection.**