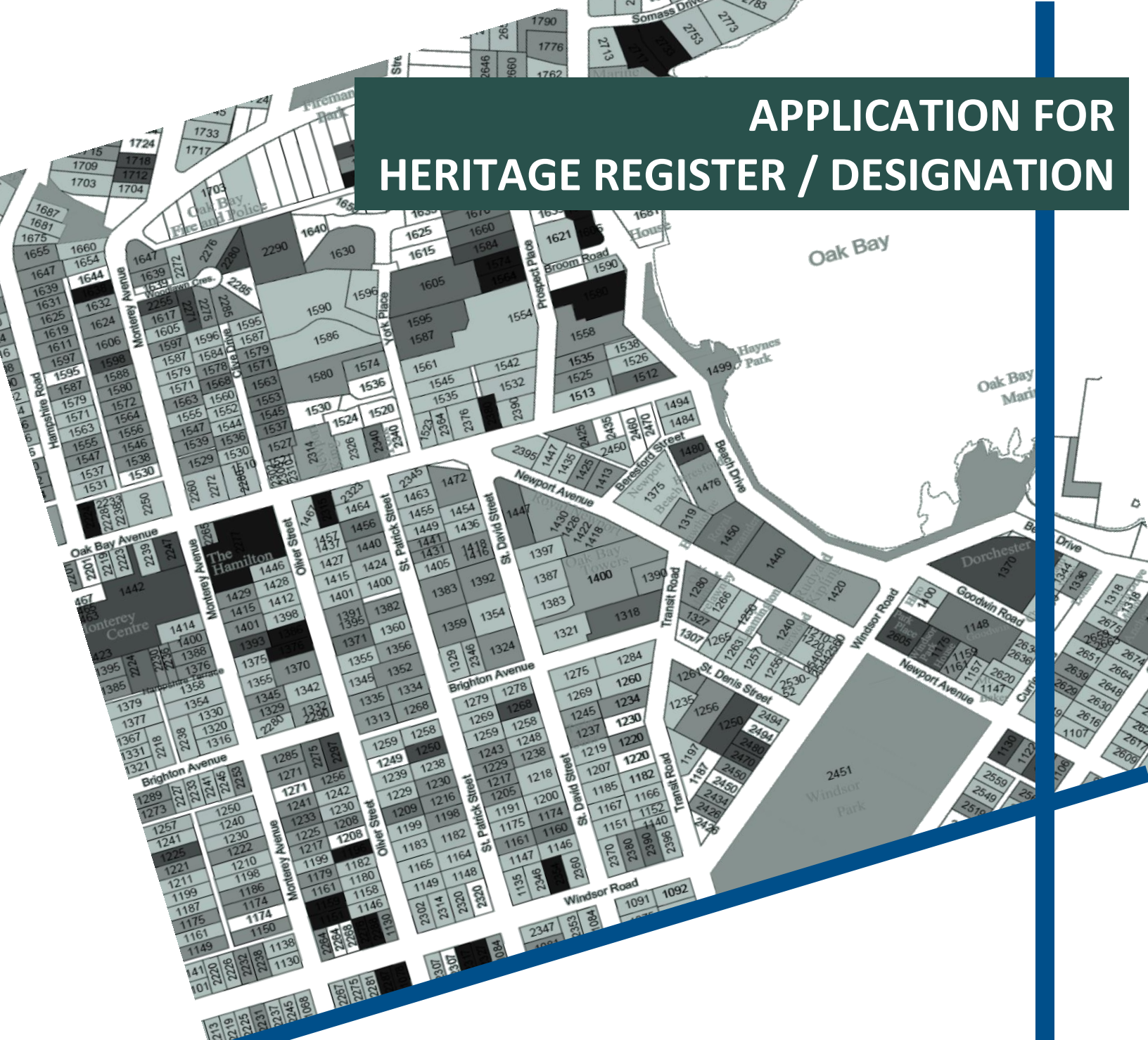


# APPLICATION FOR HERITAGE REGISTER / DESIGNATION



Look for the emblem – these are  
the pages to be completed for  
your Heritage Application!



DISTRICT OF  
**OAK BAY**

**District of Oak Bay**  
2167 Oak Bay Avenue  
Victoria, BC V8R 1G2  
Ph. (250) 598-2042  
[www.oakbay.ca](http://www.oakbay.ca)



**Type of Application**

Heritage Registration

Heritage Designation

**Property Information**

Civic Address of Property \_\_\_\_\_

PID Number(s) \_\_\_\_\_

Legal Description of Property \_\_\_\_\_

**Applicant**

Name of Property Owner \_\_\_\_\_

Mailing Address \_\_\_\_\_

Postal Code \_\_\_\_\_

Phone 1 \_\_\_\_\_ Phone 2 \_\_\_\_\_

Fax \_\_\_\_\_

Email \_\_\_\_\_

Please indicate preferred method of correspondence  Email  Mail

**Signature**

By way of signing this application form, you are agreeing to waive any right to compensation in relation to the heritage designation of this property. Please note that **all property owners with an interest in the property must** sign this form.

1. I / we hereby request Registration or Designation for the property described above, as a municipal heritage site under the *Heritage Conservation Act*.
2. I / we hereby declare that all of the above statements and the information and materials submitted in support of this application are, to the best of my knowledge, true and correct.

\_\_\_\_\_/\_\_\_\_\_  
**Applicant Name(s) (please print)** **Date**

\_\_\_\_\_/\_\_\_\_\_  
**Applicant Signature(s)**

***COMPLETED APPLICATIONS should be submitted to the Building and Planning Department,  
 Oak Bay Municipal Hall, 2167 Oak Bay Avenue***

**For Office Use Only**

File No.

Application Date

**PLEASE NOTE**

The following information is required to process your application.

*District staff would be happy to help if you need assistance completing this application.*

**PROPERTY INFORMATION for  
 Heritage Applications**

- Electronic Application Submission - USB Flash Drive or Email (up to 8 MB per email) With **ALL** Supporting Documentation
- Completed Application Form
- Certificate of Title (*dated within 30 days of the date of application*)
- Photograph of the Property
- Historical Property Information  
*Please Include the Following Information as to the Best of Your Knowledge (Attach Additional Pages as Needed)*

Name of Original / Past Owner (s) \_\_\_\_\_  
 \_\_\_\_\_

Architect / Builder \_\_\_\_\_  
 \_\_\_\_\_

Year of Construction \_\_\_\_\_

Contemporary / Associated Historical Events \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Style of Architecture and Significant Features \_\_\_\_\_  
 \_\_\_\_\_

I wish to designate land, buildings, or other structures  Yes  No

*Please Describe* \_\_\_\_\_  
 \_\_\_\_\_

I wish to designate a portion of the interior of a building  Yes  No

*Please Describe* \_\_\_\_\_  
 \_\_\_\_\_

Is the building threatened with demolition  Yes  No