



Township of Muskoka Lakes
P.O. Box 129, 1 Bailey Street
Port Carling, ON, P0B 1J0
Phone: 705-765-3156
e-mail: planning@muskokalakes.ca

APPLICATION FOR HERITAGE DESIGNATION

Under Part IV of the Ontario Heritage Act

Ensure that your request for designation Includes:

1. A completed and signed application form,
2. An aerial photograph or location map and photographs (historic and/or current) of the exterior of the building, landscape features, and interior features that are the subject of the designation application, and
3. An application fee of \$100.00

Once complete, send your application form to:

Director of Planning
Township of Muskoka Lakes
P.O. Box 129, 1 Bailey Street
Port Carling, ON, P0B 1J0
Phone: 705-765-3156 **e-mail: planning@muskokalakes.ca**

Heritage staff will acknowledge receiving your application with the approximate timeline for processing and request additional information, if required. The Township Heritage Committee, if in place, will review the application to determine if your property meets the designation criteria under the Ontario Heritage Act. You will be notified if the property does not meet the designation criteria.

Please submit one form per property. Requests for designation must be submitted on this form.

Criteria For Evaluating A Potential Heritage Building, Ontario Regulation 09/06

A property may be designated under section 29 of the Ontario Heritage Act if it meets one or more of the following criteria for determining whether it is of cultural heritage value or interest:

1. The property has design value or physical value because it:
 - Is a rare, unique, representative or early example of a style, type, expression, material or construction method,
 - Display a high degree of craftsmanship or artistic merit, or
 - Demonstrates a high degree of technical or scientific achievement.
2. The property has historical value or associative value because it,
 - Has direct associations with a theme, event, belief, person, activity, organization or institution that is significant to a community,
 - Yields, or has the potential to yield, information that contributes to an understanding of a community or culture, or
 - Demonstrates or reflects the work or ideas of an architect, artist, builder, designer or theorist who is significant to a community.
3. The property has contextual value because it is:
 - Important in defining, maintaining or supporting the character of an area,
 - Physically, functionally, visually or historically linked to its surroundings, or
 - A landmark.

Please provide as much information as possible on the application form to assist the Heritage Committee and staff in evaluating your application and include a short bibliography of sources you have consulted.

What it means to designate a heritage property under the Ontario Act

- Heritage designation identifies and protects property valued by a community through the passage of a designation by-law by the municipality.
- Designation does not obligate an owner to restore a property to its original condition or its appearance in an earlier period.
- Owners of designated properties must obtain written consent from Township Council for any alterations that affect the property's cultural heritage value. A designated building may not be demolished without approval by Council.
- Heritage designation does not affect private ownership, restrict use of the property 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 a heritage designation

In addition to offering legal protection for culturally significant properties, designation also provides other advantages:

- Designation of heritage properties promotes community renewal and stability and contributes to local quality of life.
- The restoration industry creates employment opportunities within the community, and
- Conservation of designated properties has less impact on the environment than new construction in terms of energy required for renovation land fill allowances and the recycling of material.



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Application for heritage designation under Part IV of the Ontario Heritage Act
Please complete all applicable sections of the form

Name of Applicant(s): _____

Address: _____

City _____ Province: _____ Postal Code: _____

e-mail: _____

Home Phone: _____ Work: _____ Cell: _____

Name of Current Property Owner(s): _____

What is the motivation of your request for heritage designation? _____

Section 1: Pre-consultation information

Have you consulted a Planner at the Township regarding this application?

YES NO

If yes, please indicate the name of the Planner you have consulted:

Name: _____ Date of Consultation: _____

Is the property already on the Township's Heritage Register?

YES NO

Section 2: Property Details

Current and/or Historic Building / Property Name:

Property Address: _____

City/ Town: _____ Province: _____ Postal Code: _____

Tax Roll # _____

1. Please provide a description of the building.



Section 3: Information for Heritage Evaluation

1. What is the property's construction date (if known):

2. What is the building's architectural style or and/or construction method?

3. Please describe the property's significant architectural features:

4. Does the property have a direct and significant link to a theme, event, belief, activity, organization or institution of the community? If yes, please explain:



5. Is the structure directly and significantly associated with the life work of an individual who made a particular or noteworthy contribution to the community, province or nation? If yes, please explain:

6. Why do you believe that the building is of importance to the history and development of the community?

7. Are there any associated historic events of significance?

8. Please identify the architect and/or builder of the property:



9. Please identify if the property is a landmark within the municipality and why:

Section 4: Designation Details

I am also requesting the designation of:

- a landscape feature or features of the property
- an interior feature or features of the property

Please provide photos and describe the interior and/or landscape features(s) proposed for designation and why it/they merit designation.

Landscape features: _____

Interior features: _____

Section 5: Supplementary Information

Section 6: Signature

I understand the requirements of the Heritage Act as it pertains to the application for designation of a property and agree to comply with these requirements.

Signature: _____ Date: _____

Notice of Collection: Personal information, as defined by the Municipal Freedom of Information and Protection of Privacy Act R.S.O. 1990 m.c.M.56 (MFIPPA), is collected on this Ontario Heritage Act application for the purpose of providing information for a Heritage Property Tax Rebate Program for the above listed property under the authority of

the Municipal Act, 2001, and in accordance with MFIPPA. Personal information collected on the application form will be used to assist in making a decision on this matter. All names, addresses, opinions and comments will be made available for public disclosure. Questions about this collection should be directed to the Clerk, Township of Muskoka Lakes 1 Bailey Street P.O. Box 129 Port Carling, ON P0B 1J0 Telephone: 705 765 3156 ext 211 Email: cmortimer@muskokalakes.ca