



FOR OFFICE USE ONLY	
File #	
Assessment Roll #	
Assessed Property Value	
Property Address	
Date Application Received	
Date Application Completed	

## REQUEST FOR HERITAGE VALUE ASSESSMENT APPLICATION FORM

Please note that all applicants are to complete each and every section of this application form. Please PRINT in all areas of the application except signature areas, and please attach supporting information. All questions and requests for additional information should be directed to:

**Ed Landry, MCIP, RPP**  
**Senior Planner**  
**Tel: 705-674-4455 ext. 4298**  
**Fax: 705-673-2200**  
**Email: [ed.landry@greatersudbury.ca](mailto:ed.landry@greatersudbury.ca)**  
**Web page: [www.planningsudbury.com](http://www.planningsudbury.com)**

### 1. Applicant Information

Applicant Name: \_\_\_\_\_  
First Name Surname

Name of owner:  
 (if different from applicant) \_\_\_\_\_  
First Name Surname

Applicant's Mailing Address: \_\_\_\_\_  
 \_\_\_\_\_

Applicant Daytime telephone: \_\_\_\_\_

Applicant Cell: \_\_\_\_\_

Applicant Fax: \_\_\_\_\_

Applicant Email: \_\_\_\_\_

## 2. Property Information

Municipal address: \_\_\_\_\_

Common name:  
(e.g. business or building name) \_\_\_\_\_

**Note to applicants: Please submit your responses to the following questions on a separate sheet.**

## 3. Description of Property

Please describe the general character of the property and identify those aspects (i.e. building, specific feature, etc.) of the property to which the request for a heritage value assessment would apply. Please also outline the principal resources that would form part of an evaluation (e.g. buildings, structures, landscapes, etc) and identify any discernible boundaries.

**Please note that in addition to the above description, Heritage Value Assessment applications should be accompanied by (a) photo(s) that clearly depict the character of the property, and the extent of what is being requested to be designated or listed (e.g. buildings, structures, landscapes, etc).**

## 4. Cultural Heritage Value or Interest

Please describe, in detail, why the property is important and merits designation or listing. Please refer to the criteria listed below in developing your response.

**Please note that in addition to the above description, Heritage Value Assessment applications should be accompanied by materials (e.g. photos, newspaper clippings, journal articles, etc) that support the applicant's request.**

*Criteria for determining cultural heritage value or interest (Per the Ontario Heritage Act)*

1. The property has design value or physical value because it,
  - i. is a rare, unique, representative or early example of a style, type, expression, material or construction method;
  - ii. displays a high degree of craftsmanship or artistic merit; or,
  - iii. demonstrates a high degree of technical or scientific achievement.
2. The property has historical value or associative value because it,
  - i. has direct associations with a theme, event, belief, person, activity, organization or institution that is significant to a community;

- ii. yields, or has the potential to yield, information that contributes to an understanding of a community or culture; or,
  - iii. 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,
  - i. is important in defining, maintaining or supporting the character of an area;
  - ii. is physically, functionally, visually or historically linked to its surroundings; or,
  - iii. is a landmark.

## 5. Description of Heritage Attributes

Please describe the key attributes or elements of the property that contribute to its cultural heritage value or interest.

Please note that heritage attributes are those attributes (i.e. materials, forms, location and spatial configurations) of the property, buildings and structures that contribute to the property's cultural heritage value or interest, and which should be retained to conserve that value. Therefore, only those attributes that relate to the cultural heritage values or interest described in question 2 above should be included.

Heritage attributes include, but are not limited to:

- Style, massing, scale or composition;
- Features of a property related to its function or design;
- Features related to a property's historical associations;
- Interior spatial configurations, or exterior layout;
- Materials and craftsmanship; or,
- Relationship between a property and its broader setting.

**Please note that in addition to the above description, Heritage Value Assessment applications should be accompanied by materials (e.g. photos, newspaper clippings, journal articles, etc) that support the applicant's request.**

## Evaluation of Applications

Applications will be evaluated according to a number of criteria available from the City of Greater Sudbury's Planning Services Division. The City of Greater Sudbury reserves the right to evaluate applications based on additional criteria of its choosing. Applicants may be contacted by the City of Greater Sudbury during the evaluation process to clarify their application or to provide further information.

The City of Greater Sudbury is not bound to accept any application and may proceed as, in its sole discretion, it determines following the receipt of applications. The City of Greater Sudbury reserves the right to consider any, none or all of the applications, to accept applications in whole or in part, and to elect not to proceed with this process at any given time.

The City, in cooperation with property owners, may designate individual property, by by-law under Part IV of the *Ontario Heritage Act*, individual buildings and structures as heritage properties.

## Signatures and Declarations

I/we agree that this application and all attached materials will become the property of the City of Greater Sudbury upon submission.

I/we understand that, subject to the "Municipal Freedom of Information Act", all information provided in this application will become part of public record.

I/we hereby certify that the information given herein is true, correct and complete in every respect and may be verified by the City of Greater Sudbury. Any failure on behalf of the City of Greater Sudbury to verify the information provided is not a waiver of the City of Greater Sudbury's rights.

_____	_____	_____
Applicant's Name (Print)	Applicant's Signature	Date

### Owner's Authorization

(Complete only if Applicant is not Property Owner)

I/We, \_\_\_\_\_ the Owner of the Subject property hereby authorize  
(Print)

\_\_\_\_\_ to act on my/our behalf with respect to this application.  
(Print)

_____	_____
Owner's Signature	Date