



Form for Buildings Listed on the Heritage Register

(Section 27 of the Ontario Heritage Act)

This form is to be used to request listing of a property on the Register, to provide notice of demolition of a listed building, or to request removal of a building from the heritage register. Please submit the completed form and required documents to the Heritage Services Section, 4th Floor, 110 Laurier Avenue East, Ottawa, ON, K1P 1J1 or by email at heritage@ottawa.ca.

Section 1 - Applicant Information

Agent Name <input type="text"/>		
Agent Address <input type="text"/>		
City <input type="text"/>	Province <input type="text"/>	Postal Code <input type="text"/>
Agent Phone <input type="text"/>	Agent Email <input type="text"/>	

Section 2 - Owner Information (if different)

Owner Name <input type="text"/>		
Owner Address <input type="text"/>		
City <input type="text"/>	Province <input type="text"/>	Postal Code <input type="text"/>
Owner Phone <input type="text"/>	Owner Email <input type="text"/>	

Section 3 - Project Information

Street Address <input type="text"/>
Scope of work <input type="radio"/> Notice of Intention to Demolish a Listed Building (60 days notice required under Section 27(3) of the Ontario Heritage Act.) <input type="radio"/> Request for listing of a property on the Heritage Register (Section 27(1) of the Ontario Heritage Act) <input type="radio"/> Removal of a property from the Heritage Register

Section 4 - Additional Information

Notice of Intention for Demolition/Removal of a Property on the Heritage Register

Required Documents

- Rationale for Demolition/Removal
- Supporting studies as required (see instructions)
- Colour photographs
- Historic Information (if requested)

Request to List a Property on the Heritage Register

Required Documents

- Rationale for Listing
- Colour photographs
- Historic Information

Section 5 - Signature

Owner/Authorized Agent

Date (day/month/year)

Instructions

1. A separate application for a Building Permit may be required.
2. Applications under the Planning Act may be required for this project.

Personal information is collected under the authority of the City of Ottawa Heritage Register Procedures that were approved by City Council on May 11, 2016 and section 27 of the Ontario Heritage Act, R.S.O. 1990, c. O.18. Personal information will be used by the City for the purposes of processing your request or notice. Questions about this collection and use of your personal information may be directed to a City of Ottawa Heritage Planner by email at heritage@ottawa.ca, telephone at 613-580-2424, or mail at 110 Laurier Avenue West, Ottawa, ON K1P 1J1.