

Heritage Application



This document and all attachments are provided as assistance to persons seeking certain approvals and permits as required by various by-laws of the City of Saint John and other acts and regulations. Should there be a discrepancy between this document, and all attachments, and the associated by-law, act or regulations, the associated by-law, act or regulation shall prevail.

Heritage Development Board



Heritage Fee Schedule

Application or Service	Fee
General Heritage permit	\$0.00
Heritage demolition permit	\$2,000.00
Work without Issued Heritage permit	Double
Work without Issued Heritage permit if the fee is \$0	\$200.00
Request for Designation Removal – Research Fee	\$1,000.00
Tier 3 Infill Permit:	
Value <\$1 Million	\$1,000.00
Value \$1 Million to \$4 Million	\$2,000.00
Value > \$4 Million	\$3,000.00
Changes to an issued Heritage Permit that requires Board Approval	\$200.00

Heritage Development Board

Application for a Heritage Permit



Property and Contact Information Civic

Address: _____

Property ID (PID): _____

Name: _____

Email Address: _____

Phone: _____

Phone (Other): _____

Address: _____

Postal Code: _____

Preferred Method of Contact: Email Phone

Signature

I hereby request that this application be considered by Heritage Staff and/or the Heritage Development Board.

By signing below, I certify that all information included on this application is truthful and accurate.

I agree to comply with the plans, specifications and further agree to comply with all relevant By-laws and conditions imposed.

Building Permit

Many projects require a Building Permit in addition to a Heritage Permit before work can proceed.

A Heritage Permit is not a Building Permit. To find out if your project requires a Building Permit, or to obtain a Building Permit, please contact Growth and Community Services at City Hall.

Phone: (506)658-2911

Email: onestop@saintjohn.ca

Applicant's printed name

Owner's printed name

Applicant's signature

Owner's signature

Date

Date

General Collection Statement

This information is being collected in order for the City of Saint John to deliver an existing program/service. The collection is limited to that which is necessary to deliver the program/service. Unless required to do so by law, the City of Saint John will not share your personal information with any third party without your express consent.

The Legal authority for collecting this information is to be found in the Municipalities Act and the Right to Information Protection of Privacy Act. For further information or questions regarding the collection of personal information, please contact the Access & Privacy Officer:

City Hall Building
Common Clerk's Office
15 Market Square
Saint John, NB E2L 1E8

commonclerk@saintjohn.ca (506)658-2862

Heritage Development Board

Application for a Heritage Permit



Conservation of Character Defining Elements

Will the work you propose to do use traditional materials and detailing to look the same as when the building was originally built?

Yes _____ No _____

How will the work you propose change the exterior of your building? Is the work appropriate to the architectural style and character of your building? Will any original historic building material be altered or removed?

Scope of Work

Please describe in detail the proposed work.

Proposed Work

Windows	Brick/Stone	Signage	Porch/Deck
Doors	Wood Siding	Awnings	Woodwork
Paint	Storefront	Stairs	Other

Work Schedule

Please remember in scheduling your project that work cannot start until the 15 day appeal period has elapsed.

Start of Work: _____
Completion of Work: _____

LEVEL OF AUTHENTICITY

Preservation – protection of existing materials.

Restoration – return of building to an earlier appearance.

Rehabilitation – return of building to a usable state.

Demolition – destruction or removal of building.

SPECIAL METHODS OF CONSERVATION

Chemical to remove paint.

Breathable sealer on brick or stone.

Product to clean brick.

Epoxy to rebuild wood.

Other

SPECIAL METHODS OF CONSERVATION

Plans/Scale Drawings.

Current Photos

Historical Photos

Specifications

Other