



PLANNING AND BUILDING SERVICES
Town of Newmarket
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For Staff Use Only
Date of Pre-Consultation: _____
Date Completed Application Received: _____
Date LMSSAG/HN Report Sent to Council: _____
Date Permit Issued: _____

Application for a Heritage Permit in the Lower Main Street South Heritage Conservation District

Note:

- A. Before making your application, a pre-consultation meeting with members of the Lower Main Street South Advisory Group is required.
- B. The Heritage Conservation District Plan for Lower Main Street South, Newmarket will help you in making an informed application.
- C. In addition to a heritage permit, you may need a building permit, planning approvals and/or sign permit. Town staff will identify the consents you need, and will strive to coordinate the review of heritage permit applications with other applications and expedite approvals.
- D. Both private property owners and Town departments need to apply for a heritage permit if required under the plan.

1. Information About You

Applicant's Name _____

Telephone Number(s) _____

E-mail Address _____ Fax _____

Mailing Address _____ Postal Code _____

Registered Owner's Name (if different from above) _____

Telephone Number(s) _____

E-mail Address _____ Fax _____

Mailing Address _____ Postal Code _____

2. Information About Your Property

Municipal Address _____

Legal Description (Lot & Plan) _____

3. Information About Your Project Proposal

Describe your proposed project: _____



Check all types of work that would happen in your proposed project:

- demolition of a building or part of a building, such as a building façade
- removal of a building to a different location on site or to another site
- erection of a new building, a new facade, a new storefront, an addition to an existing building, a new garage or a new fence or wall
- structural intervention that affects the external appearance of a building
- repointing and repairing masonry, cleaning masonry of paint or grime, or painting or staining Masonry
- removal of parging, External Insulation and Finish System, siding or facade screen from walls or installation of new wall material to replace or cover existing wall material
- alteration of doors and windows, their heads and their surrounds, or cutting of new door and window openings in walls
- alteration of roofline or skyline by changes to cornices, overhangs, eaves, parapets, chimneys, dormers, rooftop equipment, towers and roof shape, or alteration of historic roof coverings such as slate
- removal or addition of architectural detail, such as storefront cornices, decorative brickwork, stone trim, brackets, window shutters, awnings, porches and balconies
- erection of a sign
- alteration of streets and their boulevards, squares, parking lots, the municipal steps south of Park Avenue, the open space around Christian Baptist Church, the front yard of Trinity United Church and the rectangular courtyard space between 262 Main Street South and 481 Water Street

Attach the following documents to describe further and illustrate your project for purposes of heritage review (Town staff will specify below which documents, if any, are appropriate for your proposed project):

4. Your Declaration

I declare that the statements made herein are, to the best of my belief and knowledge, a true and complete representation of the purpose and intent of this application. I agree to permit Town of Newmarket staff and their advisors entering the property so as to assess the application fully.

Applicant's Signature _____ Date _____