



HERITAGE ALTERATION PERMIT Application

REGISTERED PROPERTY OWNER (PLEASE PRINT)

Name: _____

Mailing Address: _____

Phone No: _____ Email: _____

APPLICANT INFORMATION (IF DIFFERENT FROM ABOVE)

Name: _____ Company: _____

Mailing Address: _____

Phone No: _____ Email: _____

SUBJECT PROPERTY

Civic Address: _____

Legal Description: _____

Property Identifier No. (PID): _____ Folio: _____

PROJECT DESCRIPTION

Provide a brief description of the project. Please supply additional pages as necessary in a separate Rationale Letter to reference relevant policies, regulations, and project goals. The City of Duncan reserves the right to reject or postpone the review of an incomplete application. The information in this application will only be used for the purpose for which it was obtained.

DECLARATION

I/We declare that all the above statements and information contained in the material submitted in support of this application are, to the best of my/our knowledge, true and correct in all respects. Where the applicant is **not the REGISTERED OWNER**, the application **must be signed by the REGISTERED OWNER** acknowledging this application and authorizing the applicant as an agent for the purposes of this application.

Registered Property Owner
Signature

Second Owner Signature

Date

Applicant Signature

Date

APPLICATION FEE

Heritage Alteration Permit (HERITAGE) \$400.00

PAID STAMP

Personal information provided on this form is collected pursuant to Section 26 of the *Freedom of Information and Protection of Privacy Act* will only be used for the purposes of processing this application. Your personal information will not be released except in accordance with the *Freedom of Information and Protection of Privacy Act*. Questions about the collection of your personal information may be referred to the Corporate Services Coordinator by email: duncan@duncan.ca or phone: 250-746-6126