

TOWN OF MAHONE BAY

APPLICATION TO REGISTER A MUNICIPAL HERITAGE PROPERTY

(Note: Help is available to prepare this application if needed.)

Location/Address of property: _____

Present Owner: _____

Requested By: _____

Type of Structure:

House _____ Church _____ Commercial _____ Barn _____

Cemetery _____ Other (specify) _____

Date of Construction (or best guess): _____

Style of Building and Type of Construction, if Applicable:

List Any Features of the Property Which Contribute to its Heritage Value:

Architectural / Aesthetic _____

Historic Associations (People, events) _____

Cultural / Social / Spiritual _____

Location / Use(s) _____

Application prepared by: _____

Phone: _____ **Date:** _____

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1. Age of Property:

It is useful to have evidence regarding the estimated age of a property. Please, attach copies of any available documentation of age and any other relevant information.

2. Photographs:

Enclose current photographs of the front, rear and side elevations. Include photos of any special features and historic images if available.

3. Assessment by the Heritage Advisory Committee:

- a. A property under consideration will need to be viewed on the exterior by at least three members of the Heritage Advisory Committee. Arrangements will be made for a visit.
- b. The Heritage Advisory Committee will review the application and assess the property's *heritage value* using a numeric scoring system.
- c. If the property is scored at 70 or above, the Committee will recommend to Council that the property be registered.

4. Recommendation of the Heritage Advisory Committee:

- a. The Committee will consult with property owner to clarify the *character-defining elements* of the property.
- b. If the property is to be recommended for heritage registration, the Committee will prepare a *Statement of Significance* concerning the property to support the Committee's recommendation to Council.

DEFINITIONS:

"Heritage value" means the aesthetic, historic, scientific, cultural, social or spiritual importance or significance for past, present or future generations and embodied in character-defining materials, forms, locations, spatial configurations, uses and cultural associations or meanings;

"Character-defining elements" means the materials, forms, location, spatial configurations, uses and cultural associations or meanings that contribute to heritage value and that must be sustained in order to preserve heritage value;

A "Statement of Significance" is a comprehensive description of the attributes that render a property historically valuable and serves as a record or guide of any conservation work that must occur in order to maintain the identified values. Statements of Significance are usually comprised of the following three parts: A brief description of the property, a summary of the property's heritage value(s), and an outline of the property's character-defining elements.