

HERITAGE ALTERATION PERMIT INFORMATION

Does the Cookstown Heritage Conservation District (HCD) apply to my property?

- If your property falls within the HCD boundary, (see map on other side), then the HCD applies to your property.

Does the HCD designation change my rights to sell my property?

- No, it doesn't change how properties are bought or sold. The designation is registered on title to the property.

What is a Heritage Alteration Permit (HAP)?

- A HAP is required to make certain changes to properties designated under the Ontario Heritage Act. Properties are either designated individually or as part of a Heritage Conservation District. There is **NO FEE** for this permit.

What can I do WITHOUT a HAP?

- Interior renovations.
- General maintenance and repairs with the same materials.
- Alterations at the rear of the building, not visible from the street.
- Paving/re-paving of existing driveway.
- Small (< 10 m²) rear yard outbuildings, stand-alone garages/buildings.*
- Exterior re-painting of previously painted surfaces.
- Minor landscaping and gardening.

What do I need a HAP for?

- Property owners within the HCD boundary are encouraged to contact Town staff ahead of exterior renovations to find out if a permit is required.

MINOR HAP Applications†

- Required for smaller construction and alteration work.
- Reviewed and approved by Town staff.
- If approval is denied, you can request council to reconsider the application.

MAJOR HAP Applications†

- Required for significant construction/work.
- Reviewed by Town staff and forwarded to Council for approval.
- If demolition or removal of structures is proposed, the application will be referred to the Heritage Committee for recommendation and Council will make the final decision.

† For full explanations and details of Major and Minor Applications see the Cookstown HCD Plan and Design Guidelines at www.innisfil.ca/cookstownhcd

Will heritage designation prevent contemporary design?

- The Cookstown HCD Plan and Design Guidelines have been crafted to allow for various designs.
- Heritage character has been assessed and some buildings have been identified as contributing and others as non-contributing.
- HAP requirements for each type of building, as well as vacant lots, can be obtained by contacting the Town.

Can I get help paying for conservation or restoration work in the HCD?

- The Town undertook a Community Improvement Plan (CIP) process to identify grants and other financial assistance programs.
- The Cookstown CIP allows owners of a Group "A" or "B" property within the HCD and property owners within the "Financial Incentives" area to apply for CIP funding to cover a portion of their project costs. An application for CIP funding can be processed at the same time as the Heritage Alteration Permit.

Approval Process

- Contact the Manager of Planning (Heritage Administrator) to discuss how your plans can meet heritage guidelines.
- Permit applications that meet heritage guidelines and are **minor in nature** can be reviewed and approved by the Heritage Administrator (some same day).
- Approval of a HAP must precede other municipal approvals, including building permits, site plan, and minor variances.



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Accessible formats available upon request.

Cookstown Heritage Conservation District



 **Innisfil Planning**

* Subject to zoning regulations

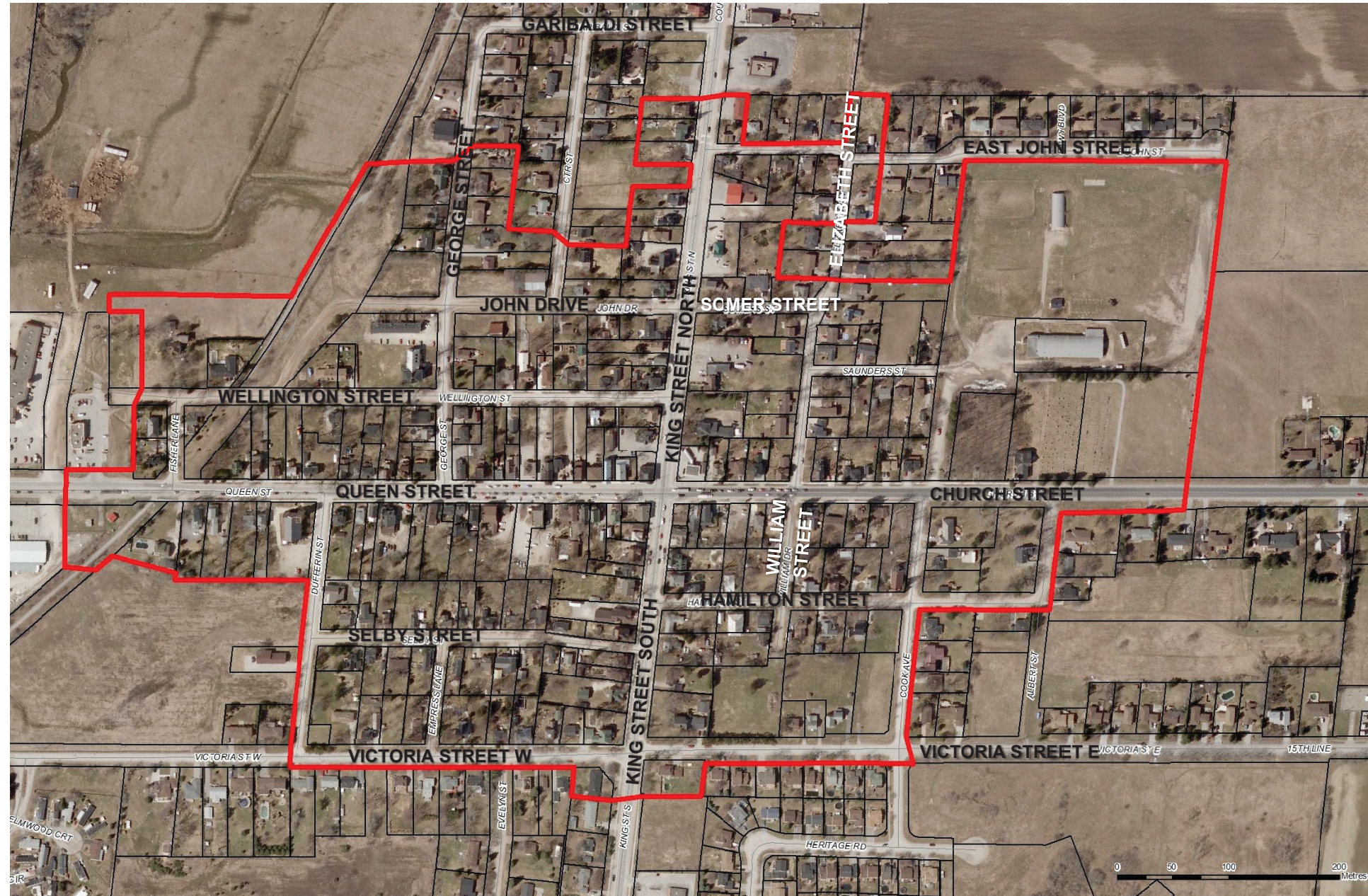
WHAT IS THE COOKSTOWN HERITAGE CONSERVATION DISTRICT (HCD)?

- The Ontario Heritage Act provides municipalities the opportunity to designate areas that have distinct heritage character. This designation allows a municipality to provide policies and guidelines in an HCD Plan.
- The Plan provides a framework for making building and works within the HCD boundary more consistent with the character of the area.
- These character elements can include the age and quality of the buildings, streetscapes, and open space.

WHAT ARE THE BENEFITS OF THE COOKSTOWN HCD?

- Protects and enhances features that give Cookstown a unique identity within Innisfil and beyond.
- Promotes heritage tourism and community recognition.
- Prevents inappropriate development and demolition applications from moving forward without a Town Council decision.
- Provides opportunities for small to medium businesses to locate in a community with a unique character and identity.
- Properties within HCDs show average to above average value appreciation compared to comparable properties without such designations.
- Sets clear guidelines and policies for new development.

COOKSTOWN HERITAGE CONSERVATION DISTRICT BOUNDARY



- Properties inside the area outlined in red are part of the HCD
- For individual property designations see the full Cookstown HCD Plan and Design Guidelines at www.innisfil.ca/cookstownhcd