



Application Form

Vancouver Heritage Register (VHR)

This form is intended for self-initiated applications to evaluate properties for addition to the VHR. If you need assistance with the application, please contact a Heritage Planner at heritage@vancouver.ca.

Self-initiated application submission requirements

- **VHR Application Form** (begins on page 2)
 - a) **Current and historic photographs** (*Provide the source for all photos*) Submit photos showing all sides of the place. Include any architectural features (for example, windows, cornices, porches, roof details, landscape features, and more). Include notable interior finishes and features (for example, fireplaces, stairs, walls, floors, ceiling treatments, built-in fixtures, and more).
 - b) Provide street view photos of the place.
- **Research documentation** (applicable sections of pages 3-8)
- **Supporting material:**
 - a) Submit copies or summaries of historical information or documents relating to the historic context or heritage value of the place. These can include fire insurance maps, residential directories, blueprints, newspaper articles, history books, or other historical materials.
 - b) Provide evidence of lived experience associated with the place: This can be in the form of audio recordings, transcribed interviews, and more. Include a brief explanation of how these materials support the heritage value of the place.
 - c) If the applicant has an existing Statement of Significance (SOS) for the place complete with current and archival photos and relevant research, it can be submitted instead of the itemized materials listed above.

Note: Additional information may be requested during the review process.

1 APPLICANT AND PLACE INFORMATION

Applicant Information	
Applicant name(s)	
Firm/ affiliation (if applicable)	
Applicant address	
Phone number	
Email address	

Place Information	
Street address	
Historic name (if applicable)	
Date of Construction	
Property owner name(s)	
Property owner address	
Phone number	
Email	

*Property owner's signature, granting owner's consent to add the property to the VHR if approved by Council.

Property owner's signature

Date

2. RESEARCH DOCUMENTATION

Please describe the place

Context:

Describe the surroundings. Please include nearby buildings, landscape features, intersecting streets, and neighborhood. If the place is part of a particular urban development phase in the city's history, that information can be included here.

Current use

How is the place currently being used and by whom? If it is being used in cultural practice or commemoration, please elaborate.

Does the place hold values associated with one or more of the following?

- Cultural heritage of xʷməθkʷəy̓əm (Musqueam), Skwxwú7mesh (Squamish), and səliłwətał (Tseil-Waututh) Nations
- Cultural heritage of equity-denied community(s), and Urban Indigenous Peoples
- Living cultural heritage of a particular community(s)

If you would like to explain, please do so:

Why do you think the place should be added to the VHR?

Supporting research

Provide a list of documents presented in support of the application. Please include the source if available.

HERITAGE VALUE

Please fill out all sections that apply to the place. Explain how it meets the criteria. Note: Applicants must complete **at least one** of the following sections.

i. Cultural Heritage: traditions, ways of life, and memories

Cultural traditions and ways of life

Is the place associated with a cultural belief, knowledge, language, skills, or ways of life?
If yes, please explain.

Historic events and memories

Why is the place important to the history, development, or identity of the community?

ii. Historical Association: person, community, and organization

Is the place closely associated with a historic event? Or is it associated with a noteworthy person, group, or organization? If yes, please explain.

iii. Architecture: design, materials, and technology

Identify the defining features of the building and briefly describe them. Rare or uncommon building materials and/or construction methods can be included. Indicate when it was constructed and the architectural style if known.

Designer(s)

Identify the architects, craftsmen, builders, engineers, and/ or planners who designed and constructed the building. Describe it within the designer's body of work.

Condition, Alteration, and Change

What is the current physical condition of the place? Please note major changes or alterations to the place's configuration or use that occurred over time.

3. SUBMIT YOUR APPLICATION

Choose one of the options available below.

<p>Apply online</p>	<ul style="list-style-type: none"> Submit your VHR application online at Vancouver.ca/VHR-application
<p>Postal mail</p>	<ul style="list-style-type: none"> Download and print the application form. Organize your documents in an envelope Address mail to: <ul style="list-style-type: none"> Attention: Planning Department – Heritage Group 453 W 12th Avenue Vancouver, BC V5Y 1V4
<p>Drop-off</p>	<ul style="list-style-type: none"> Download and print the application form Organize your documents in an envelope Label clearly: <ul style="list-style-type: none"> Planning Department – Heritage Group Vancouver Heritage Register Application Drop-off location: <ul style="list-style-type: none"> Development and Building Services Centre front desk 515 W 10th Avenue Mondays to Fridays, 8:30am to 5:00pm, except statutory holidays