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HAMILTON HERITAGE PROPERTY GRANT PROGRAM

PROGRAM DESCRIPTION

The Hamilton Heritage Property Grant (HHPG) Program is intended to provide financial assistance in the form of a grant for structural / stability work required to conserve and restore heritage features of properties used for commercial, institutional, industrial or multi-residential purposes; the conservation and restoration of heritage features of properties; and for heritage studies/reports/assessments for properties that are designated under Parts IV or V of the *Ontario Heritage Act*.

Eligible properties must be located within the following boundaries:

- The following geographic areas as defined through the Revitalizing Hamilton’s Commercial Districts CIPA By-law, as amended:
 - All ‘Commercial District’ CIPAs;
 - All ‘Strategic Commercial Corridor’ CIPAs;
 - the ‘Mount Hope/Airport Gateway’ CIPA; or
- Be designated under Parts IV or V of the *Ontario Heritage Act* and located within the lower city between Highway 403 and the Red Hill Valley Parkway.

The objective of the Program is to assist in developing and re-using heritage properties. City Council values heritage properties as important to the urban revitalization and regeneration. Conservation and restorative initiatives must be consistent with the policies, principles and design themes contained within the Downtown Hamilton Secondary Plan, relevant Urban Design Guidelines, regulations contained within applicable Zoning By-laws as well as any other applicable City Council approved policies / regulations.

Terms of the Program:

1. The applicant must be the property owner of a historically designated property or, any person whom the owner of such property has assigned the right to receive the grant, to be eligible to apply for the program.

Where an application is in respect to a designated property containing multiple registered owners as a result of the building(s) thereon being a condominium or co-operative, the application shall be submitted by the condominium corporation or co-operative corporation and shall be accompanied by signed consent from all registered owners of the units in which the description of the condominium

corporation is registered or all members of the co-operative corporations as the case may be.

2. Grants will be based on municipal addresses, identifying multiple and separate units with ground floor street frontages and entranceways and will be up to a maximum of \$150 K plus up to an additional \$20 K for heritage reports / studies / assessments per municipal address for eligible work.

The maximum Grant amount is per eligible municipal address during a five-year period (i.e. multiple applications or one application could be submitted however the sum of the Grant amounts approved will be no more than the maximum amount allowed per eligible municipal address).

3. The grant is contingent on properties being designated under Parts IV or V of the *Ontario Heritage Act*.
4. An application fee of \$425.00 for grants greater than \$12.5 K, or \$275.00 for grants less than or equal to \$12.5 K must be submitted at the time of application.
5. The grant is conditional upon a Heritage Permit; or easement approval; or other City approval, being issued for the heritage component.
6. The grant is conditional upon all planning and building code approvals required for structural / stability works.
7. Improvements commenced prior to submitting an application are ineligible. Improvements commenced after submitting an application but prior to application approval do so at the applicant's risk.
8. The Commercial Districts and Small Business Section reserves the right to recommend works that are integral to the preservation of the building required to preserve / conserve the heritage features.
9. Proposed work is to be completed within two calendar years of the date of approval of the General Manager of Planning and Economic Development to be eligible for payment. A one-year extension can be authorized by the Manager of Commercial Districts and Small Business if there are extenuating circumstances that warrant an extension.
10. Payment will be made by the City upon proof by an architect or engineer confirming the value of the work completed and the compliance with all applicable regulations / legislation or, upon proof satisfactory to the City confirming the value of the work completed.
11. Realty taxes must be paid current and in good standing.
12. Notwithstanding the above, upon completion of the improvements on condominium properties, the Commercial Districts and Small Business Section will set a deadline to the condominium corporation as to when all taxes on the property are to have

been paid as billed and, if on that date 100% of the taxes are not paid, the grant will be advanced proportionately based upon the percentage of paid taxes. The remainder of the grant will be cancelled.

13. For projects valued at \$40 K or less, the grant will be based on 50% of the total project cost to a maximum grant of \$20 K for eligible work under the program. For projects valued over \$40 K, the grant will include \$20 K (i.e. 50% of \$40 K), plus an additional grant based on 25% of the total project cost over \$40 K, to a maximum additional grant of \$130 K. In total, no more than \$150 K will be granted for eligible work under the program.
14. Work completed must comply with estimates, and work proposed and identified within the application unless previously approved by the Commercial Districts and Small Business Section.
15. At the sole discretion of the Manager of Commercial Districts and Small Business, partial payments for works completed can be processed consistent with the payment process described above.
16. At the sole discretion of the Manager of Commercial Districts and Small Business, the grant cheque can be made jointly payable to the applicant and the contractor if such a request has been received from the applicant.
17. The grant is not transferable upon sale of the property.
18. The heritage grants may be received by an owner in conjunction with any other City heritage program available including the Community Heritage Trust Program. Funding under these programs will not fund the same work *and* will be contingent on total financing under all heritage programs not exceeding 50% of the total cost of the restoration / conservation work. Exceptions to the 50% maximum for total funding under all heritage programs can be made at the sole discretion of the General Manager of Planning and Economic Development.
19. The heritage grant may also be received by an owner in conjunction with any other available City program in support of the redevelopment / development of the property. Funding under other programs will not fund the same work.
20. Approval of the grant application is at the absolute discretion of the City and subject to the availability of funds.
21. Without limiting the discretion as set out in paragraph 20, herein, City Council, whether or not an Applicant satisfies the requirements of the Program, may reject any application received from an applicant where, in the opinion of Council, the commercial relationship between the City and the Applicant has been impaired by, but not limited to, the applicant being involved in litigation with the City. Applicants shall include but not be limited to the following: the Applicant identified on the application form and if a corporation any person or entity with an interest in the corporation as determined by the City in its sole, absolute and unfettered discretion.

22. Without limiting the discretion as set out in paragraph 20, herein, City Council, whether or not an Applicant satisfies the requirements of the Program, may reject any application received from an applicant where there are property tax arrears owed on the subject property or on other properties owned by the Applicant within the City of Hamilton.
23. A successful applicant will enter into an agreement with the City containing the terms and conditions (but not limited to) set out in the program description.
24. Works commenced prior to submitting an application are ineligible for funding under the Program. Works commenced after submitting an application but prior to approval of an application may be eligible for funding under the Program and eligibility will be determined by the GM in his sole, absolute and unfettered discretion. An applicant shall assume the risk of paying for work commenced after an application has been submitted but prior to approval.
25. Without limiting the discretion as set out in paragraph 20, herein, the City Council or its delegate, whether or not an Applicant satisfies the requirements of the Program, may reject any application received from an applicant where there is credible information that an applicant has been involved recently or repeatedly in illegal activity supporting the conclusion that he or she will not conduct himself or herself with honesty and integrity in undertaking the activity, operation or business for which the loan/grant is sought. For corporate applicants, it will be the corporation and the principals of the corporation whose illegal activity will be considered.
26. Works, actual or estimated costs and any associated supporting documentation/studies may be subject to audit or independent review by a third-party qualified heritage consultant, at the applicant's expense and chosen by the City, which may be required at the City's discretion to determine eligibility in accordance with the purpose and terms of this Program, to the satisfaction of the City.

Heritage Related Reports / Assessments / Studies Component:

- The heritage related reports / assessments / studies component provides an additional grant that will fund 100% of the cost of the document(s) to a maximum of \$20,000 per application;
- The applicant shall retain a qualified consultant to complete the heritage related reports / assessments / studies, who is acceptable to the City (Commercial Districts and Small Business Section and Development Planning);
- The final document is to meet the satisfaction of the City (Commercial Districts and Small Business Section and Development Planning); and,
- Copies of the final document shall be provided to the City (Commercial Districts and Small Business Section and Development Planning) and may be used as the basis

for future work on the property by a future owner should the ownership of the property change.

Eligible structural / stability work:

- Work necessary to restore the building to structural soundness e.g., the correction of serious structural faults that threaten the building's survival; stabilization works to retain portions of the property; underpinning of building structures; repair / new roofs etc.

Eligible conservation work:

- Any work that conserves or enhances elements specified in the *Reasons for Designation, the Statement of Cultural Heritage Value of Interest or, a description of the Heritage Attributes* accompanying the designating by-law under the *Ontario Heritage Act* (“OHA”).
- The **conservation** of significant architectural features is eligible. This may include the conservation or restoration of: doors, windows, verandahs, cupolas, chimneys, bargeboard or other decorative trim, parapets, cornices, hood mouldings and any other features important to the overall composition of the structure as specified in the *Reasons for Designation, the Statement of Cultural Heritage Value of Interest or, a description of the Heritage Attributes accompanying the designating by-law under the OHA*.
- The **conservation** of fences and outbuildings if specifically referred to in *Reasons for Designation, the Statement of Cultural Heritage Value of Interest or, a description of the Heritage Attributes accompanying the designating by-law under the OHA*.
- The **conservation** or renewal of original siding and roofing materials including repair and replacement where necessary of wood clapboard or board-and-batten, repair and repointing of masonry buildings, stucco repair, repair or replacement of original roofing materials (slate, wood shingles, tile, etc.). Eligible work also includes removal of a modern material (synthetic siding, asphalt shingles, etc.) and replacement with documented original materials.
- The **reconstruction** of former and significant architectural features for which the appearance can be clearly determined from documentary sources (photographs, drawings, etc.) is eligible.
- The **reconstruction** of store fronts which have been altered or replaced. The documentation should be in the form of historic photographs or drawings clearly showing the feature(s) to be reconstructed.
- Cleaning of masonry buildings may be eligible if it is necessary for the building's preservation. **Under no circumstances will grants be paid for any form of abrasive cleaning, (e.g., sandblasting or sodablasting) or high-pressure water**

cleaning. Heritage Staff approval is required as to cleaning method to be employed before work is undertaken.

- Exterior painting in documented original colours. Colours must be documented for the individual building or be proved to have been a common contemporary colour in the area. Painting of unpainted masonry is not eligible.

Non-eligible works:

The following works, including repair, maintenance, reconstruction or improvements to the following are ineligible for grant assistance:

- Short-term, routine *maintenance*. This includes minor repairs (such as repairing a broken step or a broken window); repair of non-original siding or roofing materials (aluminum siding, asphalt shingles, etc.);
- Landscaping;
- Work on modern additions;
- Work on sheds or outbuildings not specifically referred to in the *Reasons for Designation, the Statement of Cultural Heritage Value of Interest or, a description of the Heritage Attributes*;
- Installation of modern doors and windows unless replicas of the original
- Installation of new storm or screen doors and windows;
- Chimney repairs other than restoration of a significant chimney
- Repair of eavestrough unless its nature is such that it is significant to the heritage of the structure;
- Repairs to or renewal of modern materials;
- Painting previously unpainted masonry;
- Interior Work (except where required to stabilize/preserve the property (e.g. furnaces) or conserve or enhance interior elements specified in the Reasons for Designation, the Statement of Cultural Heritage Value of Interest or, a description of the Heritage Attributes accompanying the designating by-law under the Ontario Heritage Act); and,
- Abrasive cleaning (e.g. sandblasting or sodablasting) or high-pressure water cleaning.