

Designated Heritage Property Grant 2013

Guideline



The Mississauga Heritage Property Grant Program provides matching grants to heritage designated property owners for the conservation and preservation of our built heritage resources. **Application Deadline: April 19, 2013.**

Eligible Properties

Property must be designated under the Ontario Heritage Act. (A property must have had its designation by-law adopted by Council and registered.) This includes individually designated property and property in heritage conservation districts. However, a property within a heritage conservation district that does not contribute to the cultural heritage value of the district, such as those categorized as "Other," are not eligible.

The property must not be currently receiving other grants from the City of Mississauga. The property must be in compliance with the Ontario Heritage Act and any City of Mississauga by-laws and have no taxes or other monies owing to the City.

Projects

A list of eligible projects follow. Priority will be given to projects that conserve and/or restore those elements of the property cited as attributes of cultural heritage value or interest. Property owners are only eligible for one grant per calendar year.

Grants are not available for work which has been completed prior to application submission. It is preferred that the work not begin until the grant is approved. However, if the work must begin prior to the approval of the grant, a request must be provided to Heritage staff and acknowledgement will be provided that the work may proceed.

Grant Amount

The grant amount is the maximum of one half of the eligible project costs, from a minimum of \$500 to a maximum of: (1) \$5,000 for **General Conservation** projects; and (2) \$10,000 for the **Repair or Restoration of Structural Elements**. The grant must be matched by an equal contribution by the property owner, verified by invoices.

As the grant funding is limited, not all applicants will be successful or the granted amount may be lower than what was requested. The amount of funding is determined on an annual basis by Council and may vary from year to year.

Eligible Projects

Only projects described below will be considered.

a) Conservation of existing architectural elements which are significant to the cultural heritage value of the property, such as doors, windows, bargeboard, siding, original roofing, and any other attributes as described in the designation by-law.

b) Reconstruction of architectural elements which

still exist but are beyond repair. Please note, replication of architectural features, including windows, will only be considered when it has been demonstrated that restoration is not feasible. The elements would have to be in the same shape, form and material.

c) Restoration of architectural elements which have been lost, but for which there exists documentation to reproduce those elements as per the original, including materials. The evidence must be for the property in question, not similar properties.

d) Work necessary to restore a building or structure to structural soundness.

e) A grant may be given to include one half the costs of architect's and engineer's fees, to a maximum of \$750 per project, directly related to proposed conservation project.

What follows is a more detailed list of eligible projects, broken down into the funding categories of: (1) General Conservation; and (2) Repair or Restoration of Structural Elements.

1) General Conservation

- Conserve or replace original roofing materials and flashing (slate, wood, tile, metals such as copper, zinc, tin or terneplate, clay), except for asphalt shingles. Roofing may include the repair or replacement of the roof deck with matching materials to the original
- Repair or replace original siding, including stucco where it is an original finish. Stucco must match the original in its composition, texture and colour
- Repair and re-pointing of masonry to match original in texture, composition, colour and profile
- Repair or replication of wooden storm and screen windows where documentation verifies the use of storms and screens
- Repair or replication of wood windows to match the original size, shape, form, and materials. Aluminum storms, windows which are vinyl, aluminum, or PVC clad will not be eligible
- Preparation and painting of wood surfaces, based on documentary evidence of original colours. The cost of a paint analysis may be an eligible cost. A property will receive one grant only for exterior painting within a ten year period
- Repair or replace architectural features such as porches, verandas, or bargeboard, where these features can be documented and reproduced in original materials
- Repair or replacement of gutters, eaves-troughs and downspouts which are of now rarely-used materials such as copper or lead, or where gutters are built into the cornice of the structure
- Conservation of interior architectural attributes which are specified in the heritage designation by-law

Ineligible Work

- Projects that do not contribute to the heritage attributes of the property, such as the introduction of new features or additions
- Projects that may be considered to be routine maintenance such as the repair of a broken window, repair of siding or roofing
- The repair, replacement or installation of asphalt shingles
- Synthetic stone
- Vinyl, Aluminum, or PVC clad windows or doors, including insulated doors
- Power washing, sandblasting and cleaning of masonry surfaces will not be eligible unless it can be proven that the cleaning of the masonry is necessary for the conservation of the structure
- Landscaping will not be eligible unless it is noted within the designation by-law or can be proven to be a restored element original to the property

2) Repair or Restoration of Structural Elements

- The following projects are only eligible if the structural elements require repair or replacement in order to conserve and stabilize the original structure of the Property, i.e. the building has fallen, or is likely to fall, into a state of disrepair.
- Repair or replacement of any of the Property's structural members
 - Replacement or reconstruction of the Property's sill, beams and supporting structural members
 - Repair, reconstruction or rehabilitation of the Property's foundation, columns and footings for the sole purpose of supporting and conserving the foundation
 - Mitigation of insect infestations that have, or may cause damage to the Property's wooden structural members
 - Repair or replace a chimney based upon archival evidence of the original feature
 - Restoration of original wood shingle or slate roofing material based upon documentation of the original materials

Application Process

Applicants are encouraged to contact the City as early as possible when planning a project. The early staff consultation will assist the owner in clarifying project eligibility.

Application Checklist

- Completed application form, including a detailed project description
- A minimum of two cost estimates. The estimates must clearly itemize labour and material costs**
- Recent photographs or digital images that provide an overview of the building's exterior
- Recent photographs or digital images of the specific area for the proposed project
- Any relevant plans, documentation or studies

When appropriate, the City may request additional information before an application may be processed. For example, some projects require a heritage permit.

Applications will be accepted by mail, in person, via e-mail, or fax until **4 p.m. on Friday, April 19, 2013**. See below for contact information.

City staff will review the applications to determine eligibility and completeness. All accepted applications will then be forwarded to the Mississauga Heritage Advisory Committee's Heritage Property Grant Subcommittee. Further consultation may be required with the applicant.

Application Review & Decision

The Heritage Property Grant Subcommittee will review the applications to ensure that all proposed work is in keeping with the Ontario Heritage Act and accepted heritage conservation practices. The Heritage Property Grant Subcommittee will make recommendations to the Heritage Advisory Committee which in turn will make a recommendation to the Director of Culture for conditional approval or rejection of grant proposals. All applicants will receive notice

of the decision in writing. The applicant must inform the City if they will not continue with the project.

Project & Grant Process

The project must be completed by Friday, October 25, 2013.

The property owner will permit City staff to enter the property to assess the work while it is in progress and when complete to determine if the work was carried out to conformity with the grant application. The Grantee is required to contact the City concerning any changes to the project which are proposed during the course of the work.

The Grantee submits copies of all final invoices once the work has been completed and inspected by the City. Invoices are due by Friday, November 29, 2013. When the City confirms that the project has met all conditions of the grant, staff will direct that a cheque be issued to the **Grantee** for up to one half of the approved actual eligible project costs, from a minimum of \$500 to a maximum of \$5,000, or \$10,000 for structural projects.

Definitions

Property Owner

The current registered property owner according to land registry records.

Grantee

The applicant which may be the owner of the property or their agent acting on behalf of the property owner in writing.

Accepted Heritage Conservation Practices

Heritage conservation practices refer to the guidelines and standards as provided by the Ontario Ministry of Culture, or other sources as quoted by the municipality.

City

Refers to The Corporation of the City of Mississauga

For further information please contact:

Elaine Eigl
Heritage Coordinator
Culture Division
Community Services
905-615-3200, ext. 5070
Elaine.Eigl@mississauga.ca

or

Paula Wubbenhorst
Acting Senior Heritage Coordinator
Culture Division
Community Services
905-615-3200, ext. 5385
Paula.Wubbenhorst@mississauga.ca

Fax: 905-615-3828
Community Services
201 City Centre Drive, Suite 202
Mississauga ON L5B 2T4

www.mississauga.ca/heritageplanning

Designated Heritage Property Grant Application



The personal information on this form is collected under authority of Section 11 of the Municipal Act 2001, SO 2001, c. 25 and will be used to administer the City of Mississauga Designated Heritage Property Grant Program. Questions about this collection should be directed to Heritage Staff, City of Mississauga, 201 City Centre Drive, Suite 202, Mississauga, Ontario L5B 2T4, Telephone 905-896-5314.

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For Office Use Only:

File No.:

Heritage Staff, Community Services Department, 201 City Centre Drive, Suite 202, Mississauga ON L5B 2T4 Tel: 905.896.5314 Fax: 905.615-3828, www.mississauga.ca/heritageplanning

Heritage Property Municipal Address (number, street, postal code)

Date (Year/Month/Day)

Applicant: Last Name

First Name

I am the property owner.
 Yes No (provide owner's name below)

Mailing Address (number, street, postal code)

Phone (evening)

Phone (day)

email

Property Owner: Last Name Same information as above

First Name

Mailing Address

Phone (evening)

Phone (day)

Architect/Contractor

Phone (day)

Address (number, street, postal code)

Describe the project below: (Please use additional sheets or other documents if required)

Declaration:

1. I, the undersigned, am the owner, or authorized agent, named above and hereby apply for a Mississauga Designated Heritage Property Grant
2. The information I have provided is true and accurate to the best of my knowledge.
3. I understand that the project may not proceed until I have received confirmation of acceptance for the grant request and permission to proceed from the Director of Culture.

Signature of Applicant

Signature of owner, if different from applicant