Public Workshop: Preparing a Toronto Heritage Grant Program Application
Overview (6:30-7:15 p.m.)
1. Welcome and Opening Remarks
2. Introduction to the Toronto Heritage Grant Program
3. Eligibility requirements
4. Eligible Conservation Work
5. Application process
6. Application requirements
7. Resources

Questions and Answers (7:15-8:30 p.m.)
1. Ask Michael: What is eligible conservation work?
2. Ask Gary and Pascal: How do I submit a complete application, including estimates?
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City of Toronto funded program to support the conservation of properties designated under the Ontario Heritage Act.
Funding is to assist owners in getting the specialized advice and skills needed to preserve heritage buildings.
New for 2015

- Only residential properties or tax-exempt properties are eligible to apply.

- Commercial or Industrial properties are only eligible for the Heritage Property Tax Rebate Program.
What is the Heritage Grant Program?

- Heritage Grant Program provides funding of up to 50% of estimated cost of eligible conservation work.
Two Categories:

- House Form Building
  - Up to 50% of costs capped at $10,000 maximum

- Non-House Form Building
  - Up to 50% of costs
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Eligibility Requirements

The property must be designated under Part IV or Part V of the Ontario Heritage Act.
Designated under Part IV of the Ontario Heritage Act

- Individually designated buildings

Bank of Toronto, 1906
205 Yonge St.,
E J Lennox, Architect
Designated under Part V of the Ontario Heritage Act

- Designated as part of a Heritage Conservation District (HCD)
- Property must be a contributing building
Check your property status on the City’s website
www.toronto.ca/heritageinventory
Eligibility Requirements

1. The property must be designated under Part IV or Part V of the Ontario Heritage Act

Eligible work must conserve or restore features that are significant to the heritage attributes of the building

1 Dale Avenue, South Rosedale Heritage Conservation District
What are the features of your building which relate to its heritage attributes?

- Heritage attributes are listed in your property’s Reasons for Designation, or

- If designated in a HCD, the aspects of your building which you are considering for grant work must contribute to the heritage character of the building/district. Please read your HCD plan, available at [www.toronto.ca/heritage-preservation](http://www.toronto.ca/heritage-preservation)
Eligibility Requirements

1. The property must be designated under Part IV or Part V of the Ontario Heritage Act
2. Eligible work must conserve or restore elements significant to the heritage attributes of the building

Work should be visible from the street

Don Jail, Gerrard St E, William Thomas Architect, 1856
Eligibility Requirements

1. The property must be designated under Part IV or Part V of the Ontario Heritage Act
2. Eligible work must conserve or restore elements significant to the heritage attributes of the building
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4. The work must **not** have started before written Notification of Approval.

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3. Work should be visible from the street
4. The work must **not** have started before written Notification of Approval.
5. Poor or defective work will result in **loss** of the grant.
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2. Eligible work must conserve or restore elements significant to the heritage attributes of the building
3. Work should be visible from the street
4. The work must **not** have started before written Notification of Approval.
5. Poor or defective work will result in loss of the grant.
6. Applicant should not have received a Toronto Heritage Grant within the last 5 years for the same property.
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Eligible Conservation Work

- Defined by *Standards and Guidelines for the Conservation of Historic Places in Canada* (Parks Canada, 2010)
- Adopted by City Council
- Inform grant decisions made by the Selection Committee
Standards and Guidelines for the Conservation of Historic Places in Canada

1. Conserve the heritage value of an historic place.
   - Do not remove, replace or substantially alter its intact or repairable character defining elements.
   - Do not move a part of an historic place if its current location is a character-defining element.
Standards and Guidelines for the Conservation of Historic Places in Canada

2. Conserve changes to historic places that, over time, have become character-defining elements in their own right.

409 Front St. E,
(1859 Palace St School, 1890s hotel, 1920s warehouse)
3. Conserve heritage value by adopting an approach of minimal intervention.
Standards and Guidelines for the Conservation of Historic Places in Canada

7. Evaluate existing condition of character-defining elements to determine the appropriate intervention needed.
   • Use the gentlest means possible for any intervention
Standards and Guidelines for the Conservation of Historic Places in Canada

8. Maintain character-defining elements on an ongoing basis.
   • Repair character-defining elements by reinforcing their materials using recognized conservation methods.
   • Replace in kind any extensively deteriorated or missing parts of character-defining elements, where there are surviving prototypes.
Eligible Conservation Work

- Repair and restore existing features which are significant to the heritage attributes of the designated property
Eligible Conservation Work

• Repair significant original features which still exist. Where original features are beyond repair, replace them in kind, with new features that match the forms, materials and detailing of sound versions of the same elements.
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Eligible Conservation Work

- Reconstruct features that have been lost but for which clear documentation exists
  - Documentation must pertain to the particular property for which funding is requested, and not simply to similar properties in the neighbourhood.
  - Search for historic drawings or photographs clearly showing the feature(s) to be restored.
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Eligible Conservation Work

- Technical studies
  - condition assessments
  - archaeological or engineering reports
  - conservation plans
  - paint analysis
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Application Deadline:

Tuesday, April 7, 2015
4:00 p.m.

• Mail
• Drop-off at:

Reception,
17th Floor, East Tower
Toronto City Hall
100 Queen St West
Steps in Selection Process and Key Dates

1. Applications screened by staff for completeness and eligibility
2. Selection Committee – May 1, 2015
3. Applicants notified of Selection Committee recommendations by letter – May 15
4. City Council Meeting to consider recommended grants – July 8
5. Letters of Understanding to grant recipients – mid-July
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Application Requirements

1. Complete Application Forms – A + B

2. City of Toronto’s Declaration of a Non-Discrimination Policy Eligibility requirements

3. Supporting Documentation
Forms – Part A

- Contact/owner/address information
Forms – Part B

- Items to be conserved (listed separately)
- Location on building
- Description of Proposed Work
- Three (3) cost estimates
Forms – Declaration of a Non-Discrimination Policy

- Standard form
- Agree to uphold City policy to prohibit discrimination and harassment
Supporting Documentation

1. Detailed Scope of Work
   - prepared by heritage contractors, consultants, or architects
   - written description of what will be done, and how
   - specifications (materials, methods, etc.)
Supporting Documentation

2. Photos and digital images
   - 6”x4” minimum printed on photographic paper
   - digital images on a CD, minimum 300 dpi
   - include view of the overall exterior and close views of areas of work
• details of proposed work
Supporting Documentation

3. Where required, drawings indicating the materials and methods
Application Requirements

1. Complete Application Form
   • description of each item of work, listed separately
   • three cost estimates for each

2. Supporting Documentation
   • detailed Scope of Work of what will be done and how including specifications, drawings (where necessary)
   • photographs – printed 6x4” and digital

3. Signed Copy of City of Toronto’s Declaration of a Non-Discrimination Policy
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(See “Tips and Resources” at www.toronto.ca/heritagegrants)

- Talk with an experienced heritage consultant
- Engage a contractor familiar with heritage buildings & materials

  - Harbord Village Heritage Conservation District Guidelines online: http://www.toronto.ca/culture/heritage_districts.htm

  - Canadian Association of Heritage Professionals www.cahpc.ca
Resources

(See “Tips and Resources” at www.toronto.ca/heritagegrants)

- Parks Canada’s Standards & Guidelines and Guidelines for the Conservation of Historic Places in Canada
  www.pc.gc.ca

- Mark Fram, Well Preserved: the Ontario Heritage Foundation’s Manual of Principles and Practice for Architectural Conservation

- U.S. Department of the Interior, National Park Services, Technical Preservation Services, Preservation Briefs
  http://www.nps.gov/tps/
Resources

(See “Tips and Resources” at www.toronto.ca/heritagegrants)

• Local Historical Societies or Neighborhood Residents’ Association

• City of Toronto Inventory of Heritage Properties:
  http://www.toronto.ca/heritage-preservation/heritage_properties_inventory.htm

• City of Toronto Archives
  – 255 Spadina Rd. (south of Casa Loma), 416-397-0778
  – Maps, City Directories, Assessment Rolls, Building Permits.

• Toronto Reference Library
  – 789 Yonge St. (just north of Bloor)
  – 416-395-5577 - holds additional information to the Archives.
THANK YOU

Heritage Preservation Services, City Planning
tel: 416-338-3278, email: gmiedem@toronto.ca