



Heritage Incentive Program

Residential & Commercial Properties

2010-2011

Program Aim

The aim of the Heritage Incentives Program is to encourage conservation of privately-owned municipally registered heritage properties in residential and commercial use. The program provides matching grants of up to \$10,000 for eligible exterior conservation work.

Application Requirements

Applications will be accepted between January 1st & March 1st and may be mailed to:

HRM Heritage Property Program
PO Box 1749
Halifax, NS B3A 3J5

or hand delivered to:

Heritage Property Program
HRM Community Development
40 Alderney Drive, 2nd Floor, Dartmouth

E-mailed or faxed applications will not be accepted.
Late or incomplete applications will not be reviewed.

Applications must include:

1. A completed application form
2. Recent photographs of all sides of the building, with attention taken to the areas of work for which the grant is applied.
3. Two (2) contractors cost estimates for the proposed work.

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Priority Criteria

1. Preference given to first-time applications
2. Higher priority given to preservation and restoration of historic structural and weather-proofing elements than to cosmetic improvements, e.g., restoration of cladding, windows, doors, or roof has greater priority than painting.
3. Preference given to restoration of publicly visible features, e.g., restoration of a front porch would have higher priority than a rear porch restoration.
4. Balance sought between applications from different geographic regions of HRM, e.g., Halifax, Dartmouth, Bedford, South-Western shore, etc.
5. Preference given to applications supported by a Building Conservation Plan prepared by an architect, building inspector, engineer, or other qualified restoration professional. The Plan may be a drawing or a report which reasonably illustrates work required for the building.

Heritage Alteration Approval

Under the Heritage Property Program approval is required for any exterior alteration (including painting, etc.) This approval is necessary pre-requisite for a Grant application to ensure that HRM's Conservation Standards for Heritage Properties have been met prior to the granting of funds. In some instances

Building Permits

Structural works, or work which exceeds \$5,000 in value requires a building permit application. Grant applications can not be approved without building permit approval, where required.

Application Deadline

- The attached application form must be completed and returned to the Heritage Property Program Office before March 1, 2010.
- Applications will not be considered complete unless all required supporting documentation has been submitted. Incomplete application forms will be returned.

Check list

With your completed application form, have you included:

- Copy of a Building Permit (if required)
- Copy of Heritage Alteration Approval
- Two Cost Estimates for proposed work
- Recent Photographs (all 4 sides of the building)
- Building Conservation Plan



Heritage Incentive Program Application Form

OFFICE USE ONLY	Date Received:	Date Complete:	Application #:
Civic Address & Name of Heritage Property:			
Name of Applicant:			
Applicant Mailing Address:			
Home phone:	Fax:	E-mail:	
Work phone:			

Is the applicant the property owner? Yes <input type="checkbox"/> No <input type="checkbox"/>	If not, please indicate owner name below:
Name of Property Owner:	
Property Owner Mailing Address:	

Describe the Proposed Work (use extra pages if necessary):	
Estimated Cost of Work (Excluding HST): \$	Grant Request: \$
Quotes (required)- Company Name, Address & Telephone:	
1.	
2.	

Applicant Signature:	Date:
Property Owner Signature (required):	Date: