

HALIFAX

2018-2019

Heritage Incentive Program

Residential & Commercial Properties

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 Planning & Development Services
40 Alderney Drive, 2nd Floor
Dartmouth, Nova Scotia

Note: Late or incomplete applications will not be reviewed. Additionally, work that has been undertaken prior to the application being made will be deemed ineligible.

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 contractors cost estimates for each of the proposed work types; and
4. Buildings governed by a Condominium bylaw must also provide a copy of the Board of Directors minutes approving the submission of the application.

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 difference geographic regions of HRM, e.g., Halifax, Dartmouth, Bedford, South-Western shore; and
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.

Note: Properties currently under investigation or prosecution for Land-use, Building or Fire Code, or Heritage Property Act violations, or subject to an Order to Comply, or has liens/ taxes outstanding are not eligible.

Heritage Alteration Approval

Under the Heritage Property Program approval is required for any exterior alteration. This approval is a necessary pre-requisite for a Grant application to ensure that HRM's Standards and Guidelines for Heritage Properties have been met prior to the granting of funds. Additionally, Building Permits may be required, and grant applications cannot be approved without building permit approval, where required.

Application Deadline

- The Application Form must be completed and returned to the Heritage Property Program Office before March 1, 2018.
- Applications will not be considered complete unless all required supporting documentation has been submitted. Incomplete application forms will be returned, and will be ineligible for grants.

Check List

With your completed Application Form, have you included:

- ☐ *Heritage Alteration Approval*
- ☐ *Two Cost Estimates*
- ☐ *Recent Photographs*
- ☐ *Building Conservation Plan (optional)*

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Office Use Only	Date Received:	Date Completed:	Application No.
Civic Address & Name of Heritage Property:			
Name of Applicant:			
Applicant Mailing Address:			
Home Phone:	Email:		
Work Phone:			

Is the applicant the property owner? YES ☐ NO ☐ If not, please indicate 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 (50% of cost of work): $
Building Permit application #:	
Quotes (required) – Company Name, Address & Phone #:	
1. Name: Contact:	
2. Name: Contact:	

Applicant Signature:	Date:
Property Owner Signature:	Date: