

## **CITY OF VAUGHAN**

### **EXTRACT FROM COUNCIL MEETING MINUTES OF OCTOBER 29, 2024**

Item 2, Report No. 34 of the Committee of the Whole (Working Session), which was adopted without amendment by the Council of the City of Vaughan on October 29, 2024.

#### **2. VAUGHAN PILOT DESIGNATED HERITAGE PROPERTY GRANT PROGRAM**

**The Committee of the Whole (Working Session) recommends:**

- 1) That the report of the Deputy City Manager, Planning and Growth Management dated October 9, 2024, be referred to staff to re-evaluate the Vaughan Pilot Designated Heritage Property Grant Program; and**
- 2) That the presentation by Shahrzad Davoudi-Strike, Manager of Urban Design and Cultural Heritage, Development Planning and C1., presentation material, be received.**

#### **Recommendations**

1. THAT Council approve the Vaughan Pilot Designated Heritage Property Grant Program and associated Guidelines;
2. THAT Council direct staff to prepare a By-law in accordance with Council's approval of the recommendations in the report;
3. THAT Council approve creating a reserve fund for the program with an initial \$200,000 from tax revenue plus any potential Letter of Credit posted for Heritage Property Preservation / Rehabilitation / Relocation that City would withdraw if the obligations were not met; and
4. THAT Council approve the delegation of the grant approval authority to Deputy City Manager, Planning and Growth Management.

## Committee of the Whole (Working Session) Report

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**DATE:** Wednesday, October 9, 2024

**WARD(S):** ALL

**TITLE:** VAUGHAN PILOT DESIGNATED HERITAGE PROPERTY  
GRANT PROGRAM

**FROM:**

Haiping Xu, Deputy City Manager, Planning and Growth Management

**ACTION:** DECISION

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**Purpose**

To Seek Council Support to implement a pilot designated heritage property grant program to assist heritage property owners in the maintenance and restoration of their heritage properties as per the attached guidelines (Attachment 1).

**Report Highlights**

- The proposed Vaughan pilot designated heritage property grant program would work with a grant amount of \$100,000 per year,
- The pilot program would be implemented for two years.
- Applicants can submit proposals for a one-time per year grant funding of up to \$8,000 covering 50% of the cost of eligible work.
- Grant to be awarded on a first come first serve basis.
- At the end of the two-year program staff will provide a report to Council detailing the results of the program, the lessons learned and seek Council direction regarding the potential continuation and/or modification of the program as a permanent program.

**Recommendations**

1. THAT Council approve the Vaughan Pilot Designated Heritage Property Grant Program and associated Guidelines;

2. THAT Council direct staff to prepare a By-law in accordance with Council's approval of the recommendations in the report;
3. THAT Council approve creating a reserve fund for the program with an initial \$200,000 from tax revenue plus any potential Letter of Credit posted for Heritage Property Preservation/Rehabilitation/Relocation that City would withdraw if the obligations were not met; and
4. THAT Council approve the delegation of the grant approval authority to Deputy City Manager, Planning and Growth Management.

## **Background**

Cultural Heritage staff has been investigating current incentives programs in several Ontario municipalities to examine the feasibility of Heritage Grants and other possible heritage incentives. The goal of this program is to assist heritage property owners in maintenance and restoration of their heritage properties.

## **Policy Overview**

There are three main legislative sources that empower Ontario municipalities to provide incentives to heritage properties and communities: Heritage Grants Loans (under the *Ontario Heritage Act*), Heritage Tax Relief (under the *Ontario Municipal Act*) and Community Improvement Programs (under the *Ontario Planning Act*).

The Vaughan Official Plan 2010 does include the following policy:

*6.1.3.1. To support and enhance efforts to conserve Vaughan's cultural heritage by (c.) exploring and implementing financial assistance programs for owners of cultural heritage resources including property tax reductions, coordinating and supporting access to loans, grants and other specialized funding programs, and participating with other levels of government in financially assisting such owners.*

To date, the City of Vaughan has not explored any of these potential programs, which makes it the only municipality among York Region municipalities for not implementing such program (Attachment 2).

## **Previous Reports/Authority**

Not applicable.

## **Analysis and Options**

### **Heritage Grants – Ontario Heritage Act**

Municipal councils can establish by-laws to create grant and loan programs for Part IV (designated) and Part V (within HCDs) properties. A survey of Ontario municipalities found that Grant Programs are widely preferred over Loan program, with only 4 known Loan programs confirmed; further investigation indicated that Loan programs are not

used very often. In comparison, there are currently over 25 Ontario municipalities that offer Heritage Grant programs.

Based on heritage grant programs in 10 municipalities, the average maximum granted amount was \$6,900 typically covering up to 50% of the cost (one municipality covered only up to 25% of the cost). This money is drawn from a reserved pool of money determined by Council. In all cases, the Heritage Grant is applied for as a specific project on a property that must be approved through the Heritage Permit process and is provided as a lump sum payment, after the approved works have been completed and the property owner has submitted their final invoice of eligible costs to the satisfaction of the Manager of Urban Design and Cultural Heritage. Municipalities researched included pool amounts ranging from \$11,000 to \$150,000 and dependent on specifics of the program – for instance, some municipalities have two sub-programs which allow applicants to specifically apply for rebates on foundation work.

The economic impact of this tool can be easily measured, from a finite pool of money that can be set aside annually.

### **Investigation/Research**

Cultural Heritage staff has reached out to multiple municipalities for specifics on their respective programs: applications, interviews, by-laws, and other information. This research found that it was not uncommon for municipalities to offer different approaches – Toronto, for instance, offers heritage grants to residential properties, but offers project-based tax rebates to commercial/industrial properties.

Heritage Grants were by far the most popular incentive in terms of being actively used. This may be because individual property owners can address specific elements of ongoing conservation/restoration work (within their comfort zone) and can encourage overall maintenance and conservation. As the heritage properties are restored, overall property values increase, and the overall streetscape also tends to improve.

### **Responsibility of Staff**

Heritage staff will outline and determine eligibility of proposed projects as per the attached guidelines. To ensure the success of the program, staff will monitor the type of project requests submitted during the pilot program duration to determine the most efficient long-term strategy and will provide a report to Council at the end of the two-year program outlining the results.

### **Details of the Program**

The Guidelines (Attachment 1) present the full details of the Program, which includes the following highlights:

- a) Amount of Assistance:  
Support to the owner is in the form of a grant representing 50% of eligible work, up to a maximum limit of \$8,000 per property, for eligible work.
- b) Heritage Property Eligibility:  
Properties must be designated under Parts IV or V of the Ontario Heritage Act. In the case of Part V (Heritage Conservation Districts), only properties identified in a district plan as being 'contributing' to the cultural heritage value or interest of the HCD (as identified in the HCD Inventory) are eligible.
- c) Eligible Projects:  
Work that primarily involves the repair, restoration or re-creation of heritage features or components including, but not limited to cornices, parapets, doors, windows, masonry, siding, woodwork, and verandas.
- d) Ineligible Projects:
- The property is subject of a contravention including offences under a municipal by-law, work order or outstanding municipal requirements.
  - Existing use is not in conformity with applicable zoning by law regulations and other relevant planning controls.
  - The work that is not related to heritage attributes of the property.
- e) Timing and Number of Grants:
- Grants are to be awarded on an annual cycle following a request for applications with an established deadline.
  - Only one grant per calendar year per property.
  - First time applicants will get priority each year and repeat applicants will be considered only if the annual cap is not reached by first time recipients.
- f) Eligible Costs:  
The cost of materials, equipment and contracted labour, but not donated labour or materials or labour performed by the applicant.
- g) Cost Estimates:  
Two separate estimates of work (due to the specialized nature of the work) are to be provided by a licensed contractor (other than the owner) for consideration.
- h) Review Process:  
Applications are reviewed by City (Heritage Section) staff and Heritage Vaughan Committee, and recommended submissions are forwarded to Council for approval.
- i) Timeframe for Completion of Work:  
Grant commitments are valid for one year and expire if the work is not completed within that time period (an extension of one year may be granted).
- j) Receipt of Grant Assistance:  
Grants are paid upon submission of receipts, to the satisfaction of the City.

- k) Prior Work:  
Approved work commenced since last year's deadline for applications can be considered eligible for grant funding.
- l) Written Agreement:  
Approved applicants will be required to enter into a Letter of Understanding with the City.

### **Financial Impact**

The program requires an initial fund of \$200,000 from tax revenue.

### **Operational Impact**

There are no additional Operational Regional impacts or considerations.

### **Broader Regional Impacts/Considerations**

There are no broader Regional impacts or considerations.

### **Conclusion**

A review of existing policies and existing heritage incentives in other Ontario municipalities has demonstrated that it is possible to create heritage incentives unique to the City of Vaughan and support its cultural heritage legacies.

This program provides much needed assistance to heritage property homeowners to maintain and restore the property and aligns with the Council's Strategic Priorities by working to preserve resources and features of cultural heritage value in order to foster community well-being.

**For more information**, please contact: Katrina Guy, Cultural Heritage Specialist, ext. 8115.

### **Attachments**

1. City of Vaughan Designated Heritage Property Grant Program Guidelines.
2. Comparison of Heritage Incentive Programs in Ontario.

### **Prepared by**

Katrina Guy, Cultural Heritage Specialist, ext. 8115.

Nick Borcescu, Senior Heritage Planner, ext. 8191.

Shahrazad Davoudi-Strike, Manager Urban Design and Cultural Services, ext. 8653.



**DESIGNATED HERITAGE PROPERTY  
GRANT PROGRAM**

**GUIDELINES  
2025-2026**

# DESIGNATED HERITAGE PROPERTY GRANT PROGRAM

## Development Planning Department

## Urban Design and Cultural Heritage

### 1.0 Purpose of the Program

The purpose of the Designated Heritage Property Grant Program is to offer financial assistance on a cost sharing basis to owners of properties of cultural heritage significance towards the conservation and restoration of property's heritage attributes.

### 2.0 Definitions

**Act** means the *Ontario Heritage Act*, R.S.O. 1990, c. O.18, as amended from time to time.

**Applicant** means the owner of the property applying for a grant, or their agent, if such agent is authorized in writing by the owner to act as agent for making the application

**Eligible Heritage Property** means real property, including all buildings and structures thereon, located within the City of Vaughan, that has either been Designated under Part IV Section 29 of the *Ontario Heritage Act* (OHA), or is within the boundary of a Heritage Conservation District (HCD) designated under Part V of the OHA and which has been identified as being a 'contributing' property within the HCD.

**Eligible Conservation Work** means that which is described in section 5.1 of this document

**Eligible Property** means that which is described in section 3.0 of this document

**Guidelines** means the City's Designated Heritage Property Grant Program Guidelines, as may be amended from time to time.

**Heritage Attributes** means the principal exterior architectural and aesthetic features, characteristics, context and appearance that contribute to the cultural heritage significance of an eligible property.

**Heritage Vaughan** means the City's municipal heritage advisory committee.

**Manager** means the Manager, Urban Design and Cultural Heritage, part of the Development Planning Department for the City of Vaughan, also including delegates.



## 3.0 Eligibility

### 3.1 Eligibility Requirements

- a. Only **Eligible Heritage Properties**, as defined herein, are eligible for this program.
- b. The **Eligible Heritage Property** must not be in arrears or default of any municipal taxes, local improvements charges or any other monies owed to the City (fees or penalties).
- c. The **Eligible Heritage Property** must not be the subject of a contravention, work order or outstanding municipal requirements, unless the consent of the Deputy City Manager of Community Services is obtained. A contravention includes offences under a municipal by-law, Act or regulation for which enforcement proceedings have been commenced, but not necessarily finalized, that relates specifically to the building or land for which a grant is sought or given.
- d. Existing use of property must be in conformity with applicable zoning by-law regulations and other relevant planning controls.
- e. Projects undertaken between the deadline for applications of the previous year and the current year deadline will be considered eligible for grant assistance, provided that **all** other eligibility requirements of the program are met.

### 3.2 Eligible Applicants

Owners and tenants of an **Eligible Heritage Property** may apply for assistance. Tenants are required to provide documentation of the property owner's consent to the improvements. Written consent may be either in the form of a lease indicating the lessee's authority for property renovation and repair, or written documentation of the property owner's agreement to the proposed alterations.

Heritage resources owned by any level of government are not eligible except in the following cases:

- a. where the property is under long term lease to an individual and the tenant or lessee is the applicant; or
- b. where a non-profit community group has assumed, by long-term lease or legal agreement, responsibility for the building and the non-profit community group is the applicant.

### 3.3 Commercial Façade Improvements

**Eligible Conservation Work** on commercial properties within HCDs is considered eligible under the Designated Heritage Property Grant Program. However, an Applicant is limited to receiving only one heritage related financial assistance grant in a calendar year.

## 4.0 Grant Information

### 4.1 Amount of Grant Assistance

The amount of a grant is calculated as a maximum of fifty percent (50%) of the eligible cost of the **Eligible Conservation Work**, up to a maximum limit of \$8,000 per property as approved by the City.

The owner of the property must pay the remaining fifty percent (50%) of the eligible costs as part of its contribution to the **Eligible Conservation Work**.

The costs of labour, materials and equipment related to the **Eligible Conservation Work** may be considered part of the cost of the **Eligible Conservation Work** provided proof of such costs are verified by invoices. Donated labour and materials are not considered part of the eligible costs or part of the owner's matching contribution.

Two cost estimates for the **Eligible Conservation Work** are to be provided by independent professional/licensed contractors other than the owner. The grant will not necessarily be calculated based upon the lowest estimate but will be based on the most appropriate quote for the proposed work as determined by Cultural Heritage staff, taking into consideration the cost quoted, the scope of work described and the capabilities of the contractor to complete the work. The grant will not address cost increases or over runs.

### 4.2 Frequency of Grant

Subject to approval, an **Eligible Heritage Property** may receive one grant per calendar year. If a grant is provided, the work must be completed and inspected before another grant application may be submitted to the municipality.

First-time applicants will get priority each year and repeat applicants will be considered only if the annual cap is not reached by first-time applicants.

### 4.3 Completion of Work

Grant commitments are valid for one (1) year and expire if the work is not completed within that time period. This timeframe may be extended at the discretion of the **Manager**.

## 5.0 Eligible Projects

### 5.1 Eligible Conservation Work

For the proposed work to be eligible for a grant, it must be **Eligible**

**Conservation Work**, which means the following:

- a. any conservation work which directly and appropriately preserves, restores or enhances specific **Heritage Attributes** and does not detract from or diminish the cultural heritage value of the property or the district including:
  - (i) preservation or conservation of existing exterior architectural elements or features which are significant (i.e. repair of deteriorated original elements such as doors and windows, siding and roofing materials, architectural trims, verandas, historic chimneys, fences and other significant features; repointing and cleaning of masonry only if the materials and methods will not cause harm to the historic masonry);
  - (ii) re-construction of significant exterior architectural elements or features which still exist, but are beyond conservation or repair (including accurate reconstructions of original features using materials, sizes and configurations which match the original);
  - (iii) restoration or re-introduction of significant exterior architectural elements or features which have been lost, but for which the appearance can be clearly determined from archival or documentary sources, or physical evidence that supports the existence of the missing feature (i.e. removal of modern material such as vinyl, PVC, fiberglass and aluminum siding and replacement with original material).
  - (iv) introduction or repair of protective elements to protect original features (i.e. wooden storm windows).
- b. any work necessary to restore the building to structural soundness including the correction of serious structural faults which threaten the building's survival (i.e. introduction of supporting beam, alterations to correct failing foundations), but not routine maintenance;
- c. any work which directly and appropriately preserves, restores or enhances specific **Heritage Attributes** associated with historic cemeteries and their features such as mausolea, dead houses, stone walls, wrought iron gates and fences which are part of the original design, but not specific grave markers, tombs or monuments;
- d. other alterations which the **Manager**, at their sole discretion, determines are important to the cultural heritage significance of the property.

Where an **Eligible Heritage Property** contains non-heritage additions or elements, or the proposed work involves new additions, only the **Heritage Attributes** of the property will be subject to grant assistance.

The final determination of what constitutes **Eligible Conservation Work** is at the discretion of the **Manager**, in consultation with **Heritage Vaughan**, with reference to the Guidelines, and the final decision is made by the Council of the City of Vaughan.

## **5.2 Ineligible Work/Projects**

Ineligible work includes, but is not limited to, the following:

- a. Interior work, unless related to structural issues;
- b. Short term, routine maintenance;
- c. Work on modern additions or work to accommodate modern renovations to a building of cultural heritage value;
- d. Landscaping;
- e. Paving;
- f. Lighting, unless repair or restoration of a Heritage Attribute;
- g. Signs and commemorative plaques;
- h. Eaves-trough, unless considered significant architectural features of the building such as those with decorative elements or those made from long-lasting materials such as copper and lead;
- i. Mechanical systems and insulation;
- j. Skylights;
- k. Poor or defective work;
- l. Non-permanent fixtures.

## **5.3 Eligible Costs**

Eligible costs shall be the cost of materials, equipment and contracted labour to complete eligible conservation, restoration or preservation work, documented by invoices to the satisfaction of the **Manager**. Labour provided by the applicant or tenant of the building will not be an eligible cost.

The grant is paid upon completion of the previously approved work, subject to compliance with these **Guidelines**.

## **5.4 Approval Considerations**

All works must be pre-approved by Cultural Heritage staff, reviewed and recommended by Heritage Vaughan Committee, and must receive a building permit if deemed necessary under the Ontario Building Code. All works completed will be verified by Cultural Heritage staff and kept on record. The City may pre-qualify contractors to undertake the work.

The following considerations will apply when reviewing all applications for grant assistance:

- a. Preference will be given to applications where the integrity of the **Eligible Heritage Property** may be threatened if the proposed conservation work is not undertaken
- b. Preference will be given to applications proposing work visible to the general public;
- c. The project should generally comply with acknowledged heritage conservation principles, policies and guidelines including, but not limited to, a specific Vaughan HCD Plan, policies of the Ontario Ministry of Citizenship and Multiculturalism (or its successor), and the Standards and Guidelines for the Conservation of Historic Places in Canada;
- d. The scope of the work is clear, logical and demonstrates the maximum retention of the historic fabric and **Heritage Attributes**;
- e. Grant assistance can only be obtained for projects which have received municipal approval prior to work being initiated. However, approved projects undertaken between the deadline for applications of the previous year and the current year deadline will be considered eligible for grant assistance, provided that all other eligibility requirements of the program are met;
- f. The grant program should not reward poor stewardship.

## 6.0 Application Details

### 6.1 Application Deadline

Grants are to be awarded on an annual cycle following a request for applications within a deadline established by the **Manager**, and published from time to time on the City's website and in other media, at the discretion of the **Manager**.

### 6.2 Application Requirements

#### a. Application Form

The **Applicant** is required to complete an application form available from the Development Planning Department (Vaughan City Hall) or from the City's website. The **Applicant** is encouraged to engage a professional (architect, engineer or designer) to assist with decisions on alterations and provide the necessary drawings.

#### b. Information to Accompany Application

The application must include all the details necessary for a full

understanding of the proposed work, and shall include:

- (i) A professionally prepared and scaled drawing of the proposed work, including any specific details as may be required by the **Manager**. Depending on the nature and extent of the work, a building permit and the required drawings may be required.
- (ii) Samples of proposed materials or colours, and any product information.
- (iii) the cost estimates required by clause 4.1 hereof.

### **6.3 Application Process**

The Designated Heritage Property Grant Program will be administered by Vaughan's Development Planning Department. The Cultural Heritage Section will co-ordinate the program.

#### ***Step 1. Determine if you are eligible (pre-application consultation)***

Prior to submitting a formal application for financial assistance, it is recommended that the following steps be undertaken:

- c. Determine if the property is eligible to receive funding. Contact the Cultural Heritage Section.
- d. Discuss any restoration or rehabilitation proposal with the Building Department to determine any zoning or other building regulations.
- e. Discuss any restoration or rehabilitation proposal with a Heritage Section staff member
- f. When an application is deemed eligible by Cultural Heritage staff, a review by **Heritage Vaughan** will follow, for recommendation of approval by City Council; a Building Permit may be deemed necessary under the *Ontario Building Code*.
- g. Secure a grant application form from the Development Planning Counter or from the City's website and complete and return it with the necessary documentation.

This pre-application consultation stage should help to avoid ineligible proposals.

#### ***Step 2. Submit your application***

Submit a completed application with all required materials before the deadline date.

#### ***Step 3. Staff Review***

The application will be reviewed by City Staff to ensure that it meets all the eligibility requirements, including confirmation that no municipal requirements are outstanding.

#### ***Step 4. Grant Review Committee***

The review of all grant applications will be undertaken by Cultural Heritage staff. All applications will be presented to **Heritage Vaughan** for its consideration and recommendation. Cultural Heritage staff will report on applications that are recommended for approval to Council, through Committee of the Whole. The submissions will be reviewed against the **Guidelines**, and grants will be recommended for the projects that are most deserving in the opinion of Cultural Heritage staff.

***Step 5. Approval by Council***

All grants will require approval by Council, or Council's delegate Authority.

***Step 6. Notification/ Legal Agreement***

**Applicants** who secure grant approval will be notified and required to enter into a Letter of Understanding with the municipality. This document establishes a formal arrangement between the **Applicant** and the City and outlines the amount of the grant and the project completion date. The Letter of Understanding must be signed and returned to the City.

If an application is unsuccessful, a letter will be sent confirming that a grant will not be issued.

***Step 7. Undertaking the Improvements***

Nothing contained in the grant application procedures or approval relieves the applicant from obtaining all necessary municipal planning and building department approvals. All work must be carried out in accordance with the requirements of the Ontario Building Code and municipal by-laws.

The applicant is required to obtain the consent of the **Manager** for any changes to the project which are proposed during the course of the work.

***Step 8. Issuing the Grant***

Before a grant will be paid by the City, the following must occur:

- (a) the **Eligible Conservation Work** must be completed within one (1) year from the date of approval of the grant by Council or Councils delegate Authority and be completed to the satisfaction of the **Manager**.

In exceptional cases, the timeframe for project completion may be extended. In such cases, a written request, stating the reasons for required for the extension, must be submitted by the applicant for review and approval at the discretion of the **Manager**;

- (b) The **Eligible Conservation Work** must be completely paid for by the owner with documentation to verify such payment (i.e. copies of paid invoices), and the work completed to the satisfaction of the **Manager**;

- (c) the **Manager** must be in receipt of all required documentation as identified in the **Guidelines** (i.e. paid invoices), and any other documentation reasonably required by the **Manager**;
- (d) the completed **Eligible Conservation Work** must reflect the **Eligible Conservation Work** that was approved by Council or as amended by the **Manager**. Heritage Section is responsible for the inspection to ensure that works have been completed as proposed.
- (e) The City reserves the right to withhold the payment of all or a portion of the grant if the work has not been substantially completed in accordance with the approved plans and specifications, or payment documentation, such as invoices, are incomplete, unclear or have not been submitted.
- (f) If the cost of the completed work is less than the original amount upon which the grant was calculated, the grant will be revised to reflect fifty percent (50%) of the new cost.

## **7.0 General Information**

### **7.1 Funding Availability**

Funding for this grant program will be considered on a biennial basis by Vaughan City Council as part of its overall budget process. Individual grants are approved subject to the availability of funding.

### **7.2 Continuation of the Program**

The City, in its sole discretion, may change or discontinue this program at any time.

### **7.3 By-law**

This program has been created by municipal by-law.

### **For further Information, please contact:**

Cultural Heritage Section  
Urban Design and Cultural Heritage  
Development Planning Department  
City of Vaughan  
2141 Major Mackenzie Drive  
Vaughan ON, L6A 1T1  
[CulturalHeritage@vaughan.ca](mailto:CulturalHeritage@vaughan.ca)





## DESIGNATED HERITAGE PROPERTY GRANT PROGRAM

The purpose of this program to encourage the preservation, restoration and enhancement of heritage buildings in the City of Vaughan by providing financial assistance to owners of designated heritage properties for the repair and restoration of existing heritage features and the restoration of missing heritage features. See the Grant Program Guidelines for full details.

<b>PROPERTY INFORMATION</b>				
Municipal Address:	Street No.:	Street Name:		Unit Num.:
Commercial Name (if applicable)				
Designation By-law #:		Heritage Conservation District:		
<b>OWNER and APPLICANT INFORMATION</b>				
Property Owner Information (check one)		Person(s)		Company
Registered Land Owner:	Surname:		First Name:	
Name	(if Company)		Company Officer:	
Address:	Street No.:		Street Name:	Unit Num.:
City:	Province:		Postal Code:	
Telephone:	No. ( )	Fax: ( )	E- Mail:	
<b>Applicant Information (if different than Owner):</b>				
Application Contact:	Surname:		First Name:	
Name	(if Company)		Company Officer:	
Address:	Street No.:		Street Name:	Unit Num.:
City:	Province:		Postal Code:	
Telephone:	No. ( )	Fax: ( )	E- Mail:	
<p>I hereby make the above application for a Designated Heritage Property Grant, declaring all the information contained herein is true and correct, and acknowledging the City of Vaughan will process the application based on the information provided.</p> <p>The personal information on this form is collected under the authority of the Section 39 and 45 of the <i>Ontario Heritage Act</i>, R.S.O. 1990, c.O.18, as amended and the City of Vaughan Designated Heritage Property Grant Program By-law, as amended. The information collected will be used by the City of Vaughan to administer and enforce the Designated Heritage Property Grant Program. Questions about the collection can be directed to Development Planning – Cultural Heritage Section, City of Vaughan, 2141 Major Mackenzie Drive, Vaughan, ON, L6A 1T1, Telephone: 905-832-8585, email: <a href="mailto:CulturalHeritage@vaughan.ca">CulturalHeritage@vaughan.ca</a></p>				
Signature:			Title:	
Printed Name of Signatory:			Date:	

## DESIGNATED HERITAGE PROPERTY GRANT PROGRAM

## OWNER'S AUTHORIZATION

If the applicant is not the owner, the property owner must complete this section. If there is more than one owner, a separate authorization from each individual or corporation is required. Attach an additional page or pages in the same format as this authorization if necessary.

I, \_\_\_\_\_ being the registered owner of the subject lands, hereby authorize *(print name of applicant)* to submit the above application to the City of Vaughan for approval thereof.

Signature:

Date:

Printed Name of Signatory:

Title:

### Description of Work to be Undertaken

- Please provide a detailed, written description of the proposed improvements

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper has a slight shadow on the right side, suggesting it's resting on a surface.

# DESIGNATED HERITAGE PROPERTY GRANT PROGRAM

<b>Additional Information to Accompany Application</b>		
<input type="checkbox"/> A professionally prepared and scaled drawing of the proposed work (i.e. for replication of specific heritage features such as a window or trim-work) to fully illustrate the proposed eligible conservation project, if applicable. <input type="checkbox"/> Samples of proposed materials or paint colours, if applicable. <input type="checkbox"/> Please consult with Cultural Heritage staff prior to submission to determine what type of additional information should be submitted to best support your application		
<b>Cost Estimates</b>		
Please attach <b>two (2)</b> independent contractor estimates for the eligible conservation work.		
Name of Preferred Contractor		
	Amount	\$
Name of Second Contractor		
	Amount	\$
<b>Grant Request</b>		
Cost of Eligible Conservation Work (material, equipment, labour)		\$
Professional Fees		\$
Other		\$
Total Estimate		\$
<b>For Further Information:</b>		
DEVELOPMENT PLANNING DEPARTMENT - CULTURAL HERITAGE SECTION VAUGHAN CITY HALL 2014 Major Mackenzie Drive Vaughan, Ontario, L6A 1T1 Telephone 905-832-8585 <a href="mailto:CulturalHeritage@vaughan.ca">CulturalHeritage@vaughan.ca</a>		
<b>FOR OFFICE USE ONLY</b>		
Date Rec'd :		
Application Information Rec'd	YES	NO
Application Rec'd By:		
Entered into AMANDA by:	Date:	
Application Number:		

## Heritage Incentive Programs in Ontario

**ATTACHMENT 2**

<b>Municipality</b>	<b>Type of Program</b>	<b>Eligibility</b>	<b>Annual Cost</b>
<b>Mississauga</b> Population: 712,000	<b>Heritage Grants</b> – from \$500 to \$10,000 (up to 50% of estimated cost) on work pertaining to heritage attributes and structural work. Competition for grants, dependant on grant funding from municipality.	All designated properties (Part IV and V, except non-contributing buildings in HCD's)	\$75,000
<b>Peterborough</b> Population: 75,000	<b>Heritage Tax Relief</b> – 40% tax rebate for single-unit residential property owners, 20% tax rebate for commercial and multi-unit residential. Easement required.	Designated properties within Schedule J of the City's Official Plan (Downtown Revitalization Area). Designated properties outside Schedule J are considered individually by Council for acceptance into the program. Re-application required after 5 years.	\$110,000 - \$150,000
<b>Hamilton</b> (City only) Population: 330,000	<b>Commercial Heritage Improvement and Restoration Program</b> – provides up to \$20,000 in matching grants for conservation or restoration of heritage elements.  <b>Hamilton Community Heritage Fund</b> – interest free loan program up to \$20,000. 5 year term.	Commercial and industrial zoned designated or easement properties.  Any designated property.	\$130,000 - \$1,000,000
<b>Markham</b> Population: 300,000	<b>Heritage Tax Relief</b> – 30% (minus Regional share of taxes) for all properties. Easement required.	Any Group 1 or 2 designated property (Part IV and V).	\$38,000

## Heritage Incentive Programs in Ontario

	<p><b>Heritage Loan Fund</b> – up to \$15,000 at an interest rate of 5% (or 5% below prime), 5 years to repay, lien against title of the property.</p> <p><b>Commercial Façade Improvement Program</b> – 50/50 matching grant program paid upon completion of work, limit of \$10,000. Easement agreement required.</p> <p><b>Commercial Signage Replacement Program</b> – 50/50 matching grant program paid upon completion of work, limit of \$1,000.</p> <p><b>Residential Heritage Grant Program</b> 50/50 matching grant program paid upon completion of work, limit of \$5,000.</p>	<p>Any designated property owner.</p> <p>Commercial property owners in HCD's.</p> <p>Commercial property owners in HCD's.</p> <p>Residential Part IV or Part V property owners</p>	<p>\$200,000</p> <p>\$50,000 (for Façade program and Signage Programs)</p> <p>\$25,000</p>
<b>Kitchener</b> Population: 205,000	<b>Designated Heritage Property Grant Program</b> – matching funds, 50/50 up to \$3,000. Priority given to properties that require structural work.	All designated properties (Part IV and V)	\$15,000 - \$20,000
<b>Cambridge</b> Population: 125,000	<b>Designated Heritage Property Grant Program</b> – matching funds, 50/50 up to \$5,000.	All designated properties (Part IV and V).	\$30,000
<b>Brampton</b> Population: 500,000	<b>Designated Heritage Property Incentive Grant Program [non-commercial]</b> matching funds, 50/50 up to \$5,000	Designated properties	\$15,000

### Heritage Incentive Programs in Ontario

<b>London</b> Population: 355,000	<b>Heritage Grant Program</b> Municipal contribution of 20% of projects, maximum \$20,000, minimum \$500	Designated properties	\$75,000
<b>Niagara-on-the-Lake</b> Population: 15,000	<b>Heritage Restoration and Improvement Grant Program –</b> Industrial/Commercial properties eligible for \$20,000 or 50% of cost (whichever is less). Residential properties eligible for up to \$5,000 or 50% of cost (whichever is less).	Part IV designated properties.	\$45,000
<b>St. Catharines</b> Population: 132,000	<b>Heritage Grant Program</b> Matching fund 50/50, maximum \$1,000.	Part IV and Part V designated properties	\$18,000

**C 1**

**Communication**

**CW(WS) – October 9, 2024**

**Item No. 2**

## **Vaughan Pilot Designated Heritage Property Grant Program**

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Committee of the Whole Working Session  
October 9, 2024





## Background

For the past year, due to Bill 23 changes to the *Ontario Heritage Act*, which mandated cities to evaluate all buildings on their municipal register and either designate or remove them from the register by January 2025, City of Vaughan Cultural Heritage Team has brought forward 33 individual designations to Council to protect the cultural heritage resources of Vaughan, with 18 completed with designation by-laws. City had **139 properties** on its municipal register.

Recent Bill 200 extended the timeline now to January 2027.





## Background

Maintenance and restoration of heritage buildings is generally more costly than for non-heritage buildings, as it requires hiring heritage experts or craftsmen, and use upgraded quality more durable materials for doors, windows, cladding, and roofing restorations.

Cultural Heritage staff has been investigating current incentives programs in several Ontario municipalities to examine the feasibility of Heritage Grants and other possible heritage incentives.

City of Vaughan is the only municipality among York Region municipalities that does not have any heritage incentive.



## Comparison

Municipality	Type of Program	Eligibility	Annual Cost
<b>Mississauga</b> Population: 712,000	<b>Heritage Grant-</b> – from \$500 to \$10,000, 50% of cost	All designated properties (Part IV and V, except non-contributing buildings in HCD's)	\$75,000
<b>Hamilton</b> Population: 330,000	<b>Commercial Heritage Improvement and Restoration Program</b> – provides up to \$20,000 in matching grants for conservation or restoration of heritage elements.	Commercial and industrial zoned designated or easement properties.	\$130,000
	<b>Hamilton Community Heritage Fund</b> interest free loan program up to \$20,000.	Any designated property.	\$1,000,000
<b>London</b> Population: 355,000	<b>Heritage Grant Program</b> Municipal contribution of 20% of projects, maximum \$20,000, minimum \$500	Designated properties	\$75,000

## Comparison

Municipality	Type of Program	Eligibility	Annual Cost
<b>Markham</b> Population: 300,000	<b>Heritage Tax Relief</b> – 30% (minus Regional share of taxes) for all properties. Easement required.	Any Group 1 or 2 designated property (Part IV and V).	\$38,000
	<b>Heritage Loan Fund</b> – up to \$15,000 at an interest rate of 5% (or 5% below prime), 5 years to repay, lien against title of the property.	Any designated property owner.	\$200,000
	<b>Commercial Façade Improvement Program</b> – 50% of the cost, limit of \$10,000.	Commercial property owners in HCD's.	\$50,000 (for Façade program and Signage Programs)
	<b>Commercial Signage Replacement</b> 50% program limit of \$1,000.	Commercial property owners in HCD's.	
	<b>Residential Heritage Grant</b> Program 50% of the cost, limit of \$5,000.	Residential Part IV or Part V property owners	\$25,000

# The goal of this program is to incentivize maintenance and restoration of heritage properties.

## Program Highlights

**Duration of Program** 2 years

**Budget** Total \$200,000 - \$100,000 per year + Heritage Letters of Credit (LOCs) that City would draw should the heritage obligations are not met. We request that Council direct staff to transfer the money to the fund for the benefit of all designated properties in Vaughan.

**Amount of Assistance** Support to the owner in the form of a grant representing 50% of eligible work, up to a maximum limit of \$8,000 per property.

**Heritage Property Eligibility** Properties must be designated under Parts IV or V of the *Ontario Heritage Act*. In the case of Part V (Heritage Conservation Districts), only properties identified in a district plan as being 'contributing' to the cultural heritage value or interest of the HCD (as identified in the HCD Inventory) are eligible.

## Program Highlights

### Eligible Projects

Work that primarily involves the repair, restoration or re-creation of heritage features or components including, but not limited to cornices, parapets, doors, windows, masonry, siding, woodwork, and verandas.

### Ineligible Projects

The property is subject of a contravention including offences under a municipal by-law, work order or outstanding municipal requirements.

Existing use is not in conformity with applicable zoning bylaw regulations and other relevant planning controls.

The work that is not related to heritage attributes of the property.

### PAC Application

Prior to submitting a formal application staff recommend a pre-application consultation to determine the eligibility, discuss restoration proposal with building department and heritage staff .

Building Permit may be deemed necessary under the *Ontario Building Code*.

## Program Highlights

### Timing and Number of Grants

Grants are to be awarded on an annual cycle following a request for applications with an established deadline.

Only one grant per calendar year per property.

First time applicants will get priority each year and repeat applicants will be considered only if the annual cap is not reached by first time recipients.

### Review Process

Applications are reviewed by City (Heritage Section) staff and Heritage Vaughan Committee, and recommended submissions are forwarded to Council for approval.

## Discussion Points:

1. Is the proposed budget of \$200,000 from Tax Revenue + any potential Heritage Letters of Credit (LOCs) that City would draw, appropriate?
2. Should the City seek contributions to the heritage grant to preserve other designated heritage properties in cases where demolition is unavoidable?
3. Does the approval of each grant application come to Council for approval, or can they be delegated to DCM of Planning and Growth portfolio or to Heritage Vaughan Committee with annual/biennial report to Council?
4. If the demand is high, should the approval be on a first come first serve, or should staff review based on some evaluating criteria to identify priorities?
5. Have we missed anything?