SUBJECT: Commercial Heritage Improvement and Restoration Program (CHIRP) 2006 Grant Applications (Wards 2, 11 and 12) (PED06360)

RECOMMENDATION:

(a) That a conditional grant agreement be issued within the terms of the Commercial Heritage Improvement and Restoration Program (CHIRP) for five restoration projects identified in Appendix ‘A’ to Report PED06360.

(b) That the applicants be notified that their property taxes must be paid in full prior to any grant monies being advanced for completed work and that no grant funds will be paid out until the condition is met and, if the property taxes are not paid in full within one year of the date of the Letter of Understanding entered into between the City of Hamilton and the applicant, that the grant offer will be considered void and withdrawn.

(c) That the grant portion for the five projects, in the total amount of $95,582.00, be funded from Community Heritage (CHIRP) Reserve 102047.

(d) That the Director of Development and Real Estate be authorized and directed to approve increases/decreases to the individual grant amounts approved as long as the overall grant portion for each individual grant does not exceed $20,000 and said grant is in accordance with all program requirements.

(e) That the Director of Development and Real Estate be authorized to approve a maximum extension period of ninety days to the applicants for the completion of the work, over and above the one year period that the applicants are given, which commences the date Council approves the grant.
(f) That staff be authorized and directed to prepare and execute a Letter of Understanding with the applicants, with such Letter of Understanding being in a form satisfactory to the City Solicitor.

(g) That the former Town of Ancaster By-law 90-1 designating the Ancaster Old Mill property (CHIRP2006-003) at 548 Old Dundas Road under the Ontario Heritage Act be amended to clarify the existing heritage attributes, as outlined in Appendix ‘B’ to Report PED06360.

(h) That the City Solicitor be directed to take appropriate action to amend the designation of 548 Old Dundas Road, Ancaster, under Part IV of the Ontario Heritage Act, in accordance with the written notice of the proposed amendment in Appendix ‘C’ to Report PED06360.

Lee Ann Coveyduck
General Manager
Planning and Economic Development Department

EXECUTIVE SUMMARY:

Heritage and Urban Design staff issued a Request for Applications (RFA) in March 2006 for projects qualifying for Commercial Heritage Improvement and Restoration Program (CHIRP) matching grants. The RFA offered a residual allocation of $106,584.47 from 2005. Five grant applications were received in response, totalling $95,582.00. The five applications have been evaluated by City staff and are recommended in this report for matching grant approval.

BACKGROUND:

The Commercial Heritage Improvement and Restoration Program (CHIRP) was originally initiated in 2001, but only fully funded in 2004. Council approved the terms of CHIRP on September 29, 2004 (Appendix ‘D’ to Report PED06360). The program provides financial assistance in the form of matching grants to a maximum of $20,000.00 per application for the conservation of commercial and industrial properties designated under Parts IV or V of the Ontario Heritage Act, or for properties with heritage conservation easements.

Council approved an allocation of $60,000 to this program in 2004, of which $12,934.16 was awarded following submissions of projects from property owners. In anticipation of increased program participation, $120,000 was approved in 2005, with an estimated total of $60,480.87 awarded following submissions from property owners. This results in a current total available amount of $106,584.47. Allocations were not made for 2006.
Projects that have previously been approved for funding are as follows:

<table>
<thead>
<tr>
<th>Program</th>
<th>Location</th>
<th>Status</th>
<th>Grant Amount</th>
<th>Work</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHIRP2004-001</td>
<td>1034 Garner Road West (Phillip Shaver House)</td>
<td>Completed</td>
<td>$12,934.16†</td>
<td>Roof</td>
</tr>
<tr>
<td>CHIRP2005-001</td>
<td>548 Old Dundas Road (Ancaster Old Mill)</td>
<td>Completed</td>
<td>$20,000.00</td>
<td>Roof</td>
</tr>
<tr>
<td>CHIRP2005-002</td>
<td>1034 Garner Road West (Phillip Shaver House)</td>
<td>In progress</td>
<td>$16,281.12</td>
<td>Exterior woodwork</td>
</tr>
<tr>
<td>CHIRP2005-003</td>
<td>35 King Street East</td>
<td>Completed</td>
<td>$20,000.00</td>
<td>Roof</td>
</tr>
<tr>
<td>CHIRP2005-004</td>
<td>276 King Street West</td>
<td>In progress</td>
<td>$  4,199.75</td>
<td>Roof</td>
</tr>
</tbody>
</table>

† – $211.86 more than the original grant approval for $12,722.30 due to minor cost increases. Recommendation (c) of Report PED05083 authorized the Director of Development and Real Estate to approve such changes to the approved grant amount.

Notification of the ongoing program was mailed out to all owners of commercial and/or industrial properties designated under Parts IV and V of the Ontario Heritage Act and/or properties with heritage easements. The call for CHIRP 2006 applications was made in March 2006 to meet any construction work deadlines to be completed by the end of this year’s building season. The fund balance is currently at $106,584.47.

**ANALYSIS/RATIONALE:**

Cultural Heritage Planning staff and Building and Licensing staff have reviewed all five 2006 applications. All applications satisfy the program requirements and guidelines. The locations of the five properties are identified in Appendix ‘E’ to Report PED06360.

**Projects Currently Recommended for Funding Commitment**

<table>
<thead>
<tr>
<th>Property</th>
<th>Funding Requested</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHIRP2006-001</td>
<td>$15,582.00</td>
</tr>
<tr>
<td>CHIRP2006-002</td>
<td>$20,000.00</td>
</tr>
<tr>
<td>CHIRP2006-003</td>
<td>$20,000.00</td>
</tr>
<tr>
<td>CHIRP2006-004</td>
<td>$20,000.00</td>
</tr>
<tr>
<td>CHIRP2006-005</td>
<td>$20,000.00</td>
</tr>
<tr>
<td><strong>Total City Funding</strong></td>
<td><strong>$95,582.00</strong></td>
</tr>
<tr>
<td><strong>Total Estimated Construction Costs</strong></td>
<td><strong>$840,084.00</strong></td>
</tr>
</tbody>
</table>

As is anticipated with such projects, each proposal is unique, a result of their specific heritage and business contexts. In discussions with the applicants, the projects are scheduled to proceed in the fall of 2006 and are described in detail as follows:
CHIRP2006-001
199 Glover Road (Glover House), Stoney Creek (Ward 11)

The building under consideration is a one-and-a-half-storey, Picturesque-style building of Gothic Revival origin, constructed in 1888. The roof is side-gable, with a cross-gable and single window over the central entry. The 3-bay front (north) façade has a verandah across its width with detailed decorative wood railings, turned columns and treillage below the porch roof. The building gables feature foliated, chain-link bargeboards, with finials at each of the three peaks. The designated building is built of red limestone, and is attached at the east-end to the much-expanded institutional complex. Additional features identified as the designated property’s heritage attributes are the windows, front door, and decorative fretwork frieze.

This former farmhouse is used as a long-term care facility (Stoney Creek Lifecare Centre) and the owner has applied under the terms of CHIRP to undertake repair, restoration and repainting of woodwork on the exterior of the building, including the chain link bargeboards on the north, east and west gables, and the entire front porch. The requisite two quotes were obtained and the CHIRP matching-funds grant calculation is based on 50% of the lowest viable bid, including applicable taxes. The quote was for $29,400.00, plus $1,764.00 GST, for a total of $31,164.00. The CHIRP grant permissible for this application is $15,582.00.

The proposed restoration and repair work is in keeping with conserving the building fabric, and staff recommends approval of this CHIRP application.

CHIRP2006-002
46 Forest Avenue (Frederick J. Rastrick House), Hamilton (Ward 2)

The building under consideration is a two-storey, Renaissance-style building with some Classical Revival detailing, constructed by noted local architect Frederick J. Rastrick in the late 1840’s to early 1850’s as his family’s residence. The building has a hipped-roof with slate shingles, cut-stone chimneys on the four corners, and one dormer each on the east and west (left and right) roof-lines. The building is built of limestone with an ashlar front façade having three matching bays on the ground and second floors. The easternmost ground floor bay is the main entrance, with sidelights and transom. All windows have six-over-six fenestration and are shuttered, although these originals have since been fixed in place.

This former residence is used as a legal office. The owner has applied to undertake repairs to the slate roof, including replacement of up to 50 slates; stripping, repairs and repainting of the soffits, fascia and eaves; and repair and refurbishing of two dormers. If the dormer windows need to be replaced, this work will require a Heritage Permit. The requisite two quotes were obtained and the CHIRP matching-funds grant calculation is based on 50% of the lowest viable bid, including applicable taxes. The quote was for $42,000.00, plus $2,520.00 GST, for a total of $44,520.00. The CHIRP grant permissible for this application is $20,000.00.
The proposed restoration and repair work is in keeping with conserving the building fabric, and staff recommends approval of this CHIRP application.

CHIRP2006-003  
548 Old Dundas Road (Ancaster Old Mill), Ancaster (Ward 12)

The existing reasons for designation of the Ancaster Old Mill include the text “From the south, the mill reveals an attractive and almost cozy two-storey facade facing a courtyard created by the former Miller's house and stables which stand opposite and facing the mill.”

While thereby identified in the overall reasons for designation, no material details are provided on the original Miller's house and stables. The one-and-one-half storey cut-stone building is built in a fashion similar to that of the mill. It is a vernacular structure with a side-gable, cedar-shingle roof, stone chimneys at each end, and three small dormers at the eaves. The ground floor front (north) façade has six bays. The entry door is contained within the easternmost bay, while the remaining bays contain windows of varying widths with cut stone sills.

This former residence is used as an office for the Ancaster Old Mill restaurant on the same property, which was the recipient of CHIRP 2005 funding for $20,000.00. The owner has applied to undertake shingling of the office roof with cedar shingles. The requisite two quotes were obtained, and the CHIRP matching-funds grant calculation is based on 50% of the lowest viable bid, including applicable taxes. The quote was for $39,500.00, plus $2,370.00 GST, for a total of $41,870.00. The CHIRP grant permissible for this application is $20,000.00.

The proposed repair work is deemed necessary to conserve the building fabric. Staff recommends approval of this CHIRP application for the funding of a cedar-shingle roof, with the condition that the designation By-law for the property be amended to provide a list of the heritage attributes for the Miller's House and Stables on the property, as distinct from the Mill. Such amendments are authorized through Section 30.1(2)(a) of the Ontario Heritage Act, “to clarify or correct the statement explaining the property’s cultural heritage value or the description of the property’s heritage attributes.” The amendments to the heritage attributes of the designation By-law are given in recommendation b) to this report. The applicant has applied for and concurs with this requirement.

CHIRP2006-004  
47 James Street South (Landed Banking and Loan Building), Hamilton (Ward 2)

This three-storey building, built in 1908 as the Landed Banking and Loan Company Building, is an excellent example of Classical Revival architecture designed by the prominent, local architect Charles Mills. Sited at the northeast corner of Main and James Streets and serving as a bank building for close to 80 years, the building is a landmark in downtown Hamilton. The building is designed with monolithic Indiana limestone columns and pilasters, terracotta window spandrels, entablature and cornice, and large expanses of fenestration.
The owner has applied to undertake the repointing of the lower range of the limestone columns and pilasters. The columns and pilasters are cited in the Reasons for Designation and are a major defining element on the building. Previous repointing undertaken with incorrect materials and techniques has caused damage to the columns (cracking and spalling of the limestone).

For the repair, the best conservation approach is to carefully remove the failed and previously repaired mortar with hand tools. The joints are to then be repointed using appropriate mortar (mixture of cement, lime and sand approved by Heritage staff). The repointing will be undertaken by skilled and experienced trades people and will be done prior to the end of October (at which time temperatures are generally prohibitive to successful mortar repairs). The new mortar joints will be physically and visually compatible in colour, texture, width and joint profile with the existing mortar joints above the area of proposed repairs. A test panel will be approved by City staff prior to proceeding. The small patches of stone loss on the columns will be left as is since the piecing-in of masonry is rarely successful.

This former bank building is used as office space and was the recipient of the former City of Hamilton Core Heritage 2000 funding for $21,000.00. The owner has applied to undertake repointing of the lower range of the limestone columns and pilasters. The requisite two quotes were obtained, and the CHIRP matching-funds grant calculation is based on 50% of the lowest viable bid, including applicable taxes. The quote was for $47,500.00, plus $2,850.00 GST, for a total of $50,350.00. The CHIRP grant permissible for this application is $20,000.00.

The proposed repair work is deemed necessary to conserve the building fabric and staff recommends approval of this CHIRP application for the funding of repointing of the masonry.

CHIRP2006-005
68 King Street East (Victoria Hall), Hamilton (Ward 2)

This four-storey, commercial building, constructed in 1887-88, is an exceptional example of High Victorian architecture with a rare applied metal façade. It is a prominent landmark that faces Gore Park. The building is composed of a shopfront at street level (the original has long since been removed) and upper floor fenestration delineated by the elaborate metal decoration, designed to imitate highly ornate stone carving. A prominent, overhanging cornice defines the roof line above the arched windows.

The owner has applied under the terms of CHIRP to undertake the repair and/or replacement of the windows on floors two, three and four. The original wood window frames are in varying states of disrepair and the plate glass windows need to be upgraded to thermal pane windows. Following detailed investigation and analysis it will be determined which window frames can be stripped, repaired and replaced, and which window frames will have to be replicated with matching wood frames. The replacement will be subject to a Heritage Permit application. The replacement/repair is also subject to approval by Parks Canada. This agency is responsible for the Commercial Heritage
Properties Incentive Fund, a Federal Government grant program to which the owner is applying.

The replacement/repair is also subject to approval by Parks Canada. This agency is responsible for the Commercial Heritage Properties Incentive Fund, a Federal Government grant program to which the owner is applying. CHIRP permits third-party funding (see Appendix 'D' to Report PED06360). The City's contribution is reduced in proportion to the number of parties: from 50% to 33% when an additional funding agency is included, to a maximum of $20,000.00.

This commercial building is to be used for main-floor retail and upper floor office space. The owner has applied to undertake refurbishing and/or replacement of front façade windows. The requisite two quotes were obtained, and the CHIRP matching-funds grant calculation for applications involving third-party funding is based on 33% of the lowest viable bid, including applicable taxes. The quote was for $67,000.00, plus $4,020.00 GST, for a total of $71,020.00. The CHIRP grant permissible for this application is $20,000.00.

The proposed restoration work is deemed necessary to conserve the building fabric and staff recommends approval of this CHIRP application for the repair/replacement of the windows.

**ALTERNATIVES FOR CONSIDERATION:**

These CHIRP grant applications can either be approved or denied. Denial of these applications is not recommended since the applications meet the criteria and budget of the program and satisfy the triple-bottom line. The approval of funding will encourage the owners of the designated properties to undertake the restorations and repairs necessary for the long-term protection of these heritage resources.

**FINANCIAL/STAFFING/LEGAL IMPLICATIONS:**

Financial – Council approved an allocation of $60,000 in 2004 for the first year of CHIRP, and $120,000 for the second year of CHIRP. Expenditures to date in the program total $73,415.03, for a current balance of $106,584.47. Approval of the five 2006 CHIRP applications totalling $95,582.00 will result in a balance of $11,002.47 in the residual CHIRP budget. This effectively represents the end of the current CHIRP program budget. A capital submission for 2007 will seek to continue this program. Finance and Administration staff has been circulated to comment and concur with the recommendations.

Staffing – Staff is required to monitor the projects and approve work prior to issuance of the grant monies.

Legal – On approval of these CHIRP applications, the applicants will enter into contractual agreements with the City, as per the terms of the CHIRP
guidelines. Letters of Understanding between the City of Hamilton and the applicants are to be executed.

The City Solicitor is directed to issue a written notice of the proposed amendment to the property owner.

**POLICIES AFFECTING PROPOSAL:**

For application CHIRP2006-001, *Sub-section E.5. – Historic and Architectural Resources* of the former City of Stoney Creek Official Plan has the objective to preserve, enhance and/or rehabilitate, where feasible, those resources of historic and architectural merit (5.1.1). The Official Plan for the former Region of Hamilton-Wentworth was committed to the preservation, maintenance and protection of significant heritage resources (9.2), promotion of heritage through tourism development (9.7), and establishing sources of funding for entrepreneurs and established businesses (B.4.1.1).

For application CHIRP2006-003, *Section 2.5. – Heritage Conservation* of the former Town of Ancaster Official Plan encourages the conservation of property deemed to be of heritage value (2.5.2.iii). The Official Plan for the former Region of Hamilton-Wentworth was committed to the preservation, maintenance and protection of significant heritage resources (9.2), promotion of heritage through tourism development (9.7), and establishing sources of funding for entrepreneurs and established businesses (B.4.1.1).

For applications CHIRP2006-002, CHIRP2006-004 and CHIRP2006-005, *Section C.6 – Heritage Resources* of the former City of Hamilton Official Plan encourages the preservation, maintenance, reconstruction, restoration and management of property considered to have historic, architectural or aesthetic value (6.1). The Official Plan for the former Region of Hamilton-Wentworth was committed to the preservation, maintenance and protection of significant heritage resources (9.2), promotion of heritage through tourism development (9.7), and establishing sources of funding for entrepreneurs and established businesses (B.4.1.1).

**RELEVANT CONSULTATION:**

Under Section 33 of the *Ontario Heritage Act*, a permit is required for the alteration of any building or structure affecting the Reasons for Designation, and only the Council of the municipality may issue such permits. On review of the proposals by staff, it is noted that three of these projects (CHIRP2006-001, 003, and 004) do not require a Heritage Permit. Projects CHIRP2006-002 and CHIRP2006-005 will require Heritage Permits if they entail replacement of windows.

Staff of the Building and Licensing Division has reviewed these CHIRP applications, conducted site visits, and are in continual consultation with the property owners on the proposed projects. Staff concurs with the recommendations.
Pursuant to subsection 28(1) and 33(4) of the Ontario Heritage Act, the City of Hamilton LACAC (Municipal Heritage Committee) advises and assists Council on matters relating to Part IV and Part V of the Ontario Heritage Act. At its meeting of August 24, 2006, the City of Hamilton MHC considered these applications, together with a staff report, and the staff recommendations (a) through (j) were considered and recommended for approval by the Committee to Council.

**CITY STRATEGIC COMMITMENT:**

By evaluating the “Triple Bottom Line”, (community, environment, economic implications) we can make choices that create value across all three bottom lines, moving us closer to our vision for a sustainable community, and Provincial interests.

**Community Well-Being is enhanced.**  ☑ Yes  ☐ No
Arts, culture, archaeological and cultural heritage are supported and enhanced.
Conservation of existing built heritage infrastructure is being supported.

**Environmental Well-Being is enhanced.**  ☑ Yes  ☐ No
Consumption of all natural resources is reduced.

**Economic Well-Being is enhanced.**  ☑ Yes  ☐ No
Investment in Hamilton is enhanced and supported.

Does the option you are recommending create value across all three bottom lines?  ☑ Yes  ☐ No
Benefit to local small businesses, use of local contractors supports the socioeconomic and environment of the City.

Do the options you are recommending make Hamilton a City of choice for high performance public servants?  ☑ Yes  ☐ No
The City generation of, and business participation in, this grant program demonstrates that Hamilton is an innovative organization leveraging resources in new ways to partner for success.

:JM/SV

Attachs. (5)
<table>
<thead>
<tr>
<th>File #</th>
<th>Address</th>
<th>Total Estimated Construction Costs</th>
<th>Requested Amount</th>
<th>Description of Improvements</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHIRP2006-001</td>
<td>199 Glover Road (Glover House), Stoney Creek</td>
<td>$31,164.00</td>
<td>$15,582.00</td>
<td>Restoration of woodwork</td>
</tr>
<tr>
<td>CHIRP2006-002</td>
<td>46 Forest Avenue (Rastrick House), Hamilton</td>
<td>$44,520.00</td>
<td>$20,000.00</td>
<td>Roof, soffits, fascia and dormer repairs</td>
</tr>
<tr>
<td>CHIRP2006-003</td>
<td>548 Old Dundas Road (the Old Mill), Ancaster</td>
<td>$41,870.00</td>
<td>$20,000.00</td>
<td>Re-roofing</td>
</tr>
<tr>
<td>CHIRP2006-004</td>
<td>47 James Street South (Landed Banking and Loan), Hamilton</td>
<td>$50,350.00</td>
<td>$20,000.00</td>
<td>Re-pointing stone façade</td>
</tr>
<tr>
<td>CHIRP2006-005</td>
<td>68 King Street East (Victoria Hall), Hamilton</td>
<td>$672,180.00</td>
<td>$20,000.00</td>
<td>Refurbishing windows</td>
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<tr>
<td>TOTAL</td>
<td></td>
<td>$840,084.00</td>
<td>$95,582.00</td>
<td></td>
</tr>
</tbody>
</table>
Without restricting the generality of the foregoing the reasons for this Council designating the described premises include the intention that the following features of the property should be preserved:

For the Ancaster Old Mill building:
(a) gable roof;
(b) projecting eaves and verges;
(c) gabled dormers;
(d) double-hung windows and frames;
(e) wooden slipsills and stone lintels;
(f) stone chimneys;
(g) overhanging porch; and
(h) north, south and west stone masonry walls.

For the Miller’s House and Stables:
(i) gable roof;
(j) projecting eaves and verges;
(k) dormers;
(l) fenestration;
(m) wooden slipsills and stone lintels;
(n) stone chimneys;
(o) north and west façade entry doors;
(p) east façade bay; and
(q) north, south, east and west stone masonry walls, but

Council has no intention that any alteration, maintenance, repair, replacement or improvement of elements of the premises requires the prior written consent of this Council unless such affect the reasons for designation as described in paragraphs (a) to (q) herein.
CITY OF HAMILTON

NOTICE OF INTENTION TO AMEND DESIGNATION BY-LAW 90-1

548 Old Dundas Road, former Town of Ancaster

IN THE MATTER OF THE ONTARIO HERITAGE ACT and the property in the City of Hamilton known municipally as 548 Old Dundas Road.

NOTICE IS HEREBY GIVEN that the City of Hamilton intends to amend the existing designation of this property as a property of cultural heritage value. The amendment clarifies the designation by providing details of the heritage attributes for the Miller’s House and Stables.

Amended Description of Heritage Attributes

Without restricting the generality of the foregoing the reasons for this Council designating the described premises include the intention that the following features of the property should be preserved:

For the Ancaster Old Mill building:
   (a) gable roof;
   (b) projecting eaves and verges;
   (c) gabled dormers;
   (d) double-hung windows and frames;
   (e) wooden slipsills and stone lintels;
   (f) stone chimneys;
   (g) overhanging porch; and
   (h) north, south and west stone masonry walls.

For the Miller’s House and Stables:
   (i) gable roof;
   (j) projecting eaves and verges;
   (k) dormers;
   (l) fenestration;
   (m) wooden slipsills and stone lintels;
   (n) stone chimneys;
   (o) north and west façade entry doors;
   (p) east façade bay; and
   (q) north, south, east and west stone masonry walls, but

Council has no intention that any alteration, maintenance, repair, replacement or improvement of elements of the premises requires the prior written consent
of this Council unless such affect the reasons for designation as described in paragraphs (a) to (q) herein.

The property owner may, within 30 days after the date of receipt of this Notice, serve written notice of his or her objection to the proposed designation together with a statement for the objection and all relevant facts.

Dated at Hamilton, this day of , 2006.

K. Christenson
City Clerk
Hamilton, Ontario
Commercial Heritage Improvement and Restoration Program (CHIRP)

Program Description:

The Commercial Heritage Improvement and Restoration Program (CHIRP) is intended to provide financial assistance in the form of grant-aid for commercial and industrial property owners within the City of Hamilton. The program provides financial assistance for owners of commercial or industrial property designated under Parts IV or V of the *Ontario Heritage Act* or those properties that have a heritage conservation easement registered on title.

The program aims to protect and improve the appearance of designated commercial and industrial properties throughout the City by providing funds for the conservation and restoration of important heritage features. This program seeks to encourage investments in long-lasting conservation initiatives and physical improvements to the heritage fabric of designated commercial and industrial heritage properties. It is understood that commercial activities, especially in traditional “Main Street” settings and industrial buildings in “brown fields” still have the potential to contribute to the economic and physical vitality of the City of Hamilton as well as improving community amenity, commerce and tourism opportunities.

Program Terms:

- Commercial and industrial property owners are eligible for the grant program on an annual basis.
- Eligible properties are to be identified by deed, and by municipal address to identify multiple and separate commercial units with ground floor street frontages.
- Eligible properties must be assessed for municipal tax purposes as commercial or industrial.
- Residential properties are not eligible.
- Commercial and industrial uses must be in conformity with relevant policy documents of the City and the provisions of the Zoning Bylaw.
- Eligibility requirements for the program relating to the work to be funded will be specifically identified by the City. Two (2) separate estimates for eligible work are to be provided by a licensed contractor other than the owner. The owner may present estimates but is required to have at least two (2) prepared by contractors. The City’s grant aid will be based upon the lowest estimate submitted. Cost increases or over runs may be considered by the City but shall not exceed the maximum grant award of $20,000.
- “Before” and “After” pictures are required as part of the application and processing of the final grant disbursement.
Grants and other sources of funding:

- The grant will be paid on a matching basis (50% Applicant’s funds/50% City funds) up to a maximum of $20,000 for eligible work under the Program.
- Where other government (Federal or Provincial) and/or non-profit organization sources of funding are anticipated these must be declared as part of the grant application and the City’s assistance will be reduced as appropriate (e.g., 33% Applicant’s funds/33% City funds/33% Federal funds)
- Properties receiving grants through the Commercial Property Improvement Grant program are not eligible for the CHIRP grants.
- Grants are to be awarded on an annual cycle following a request for applications with a deadline to be established by the City.

Application timeframes:

- Applications are to be reviewed by the City of Hamilton LACAC (Municipal Heritage Committee) in conjunction with any required heritage permit applications under the Ontario Heritage Act.
- City staff, e.g., a Building Inspector and Cultural Heritage Planner, will perform initial inspections and site visits of the heritage property intended to be conserved and/or restored, and subsequent final inspection to assure compliance with the original award of the grant and any permits pursuant to the Ontario Heritage Act.
- Proposed work is to be completed within one (1) calendar year of the date of the Council award of a grant to be eligible for payment.
- Work completed must comply with estimates, and work proposed and identified within the application.

Fees:

- An application fee of $250 dollars is to accompany the application.
- The fee is non-refundable for applications recommended for funding.
- Unsuccessful applications may receive a $200 refund for applications.

Eligibility Requirements

- The applicant must be the property owner.
- Funding will not be applied retroactively to any work undertaken prior to grant approval.
- Applicants with property taxes in arrears at the time of application will not be processed.
- Applicants with property taxes in arrears at the completion of eligible work will not be funded until such time that the property taxes are fully paid.
- Proposed work cannot commence prior to application approval and pre-inspection by a City Building Inspector and a Cultural Heritage Planner.
• Existing uses must be in conformity with the applicable Zoning By-law regulations, and other relevant planning controls.

Eligible conservation work

• Any work that conserves or enhances elements specified in the Reasons for Designation accompanying the designating by-law under the Ontario Heritage Act.
• The conservation of significant architectural features is eligible. This may include the conservation or restoration of: doors, windows, verandahs, cupolas, chimneys, bargeboard or other decorative trim, parapets, cornices, hood mouldings and any other features important to the overall composition of the structure as specified in the Reasons for Designation.
• The conservation of fences and outbuildings if specifically referred to in Reasons for Designation.
• The conservation or renewal of original siding and roofing materials including repair and replacement where necessary of wood clapboard or board-and-batten, repair and repointing of masonry buildings, stucco repair, repair or replacement of original roofing materials (slate, wood shingles, tile, etc.). Eligible work also includes removal of a modern material (synthetic siding, asphalt shingles, etc.) and replacement with documented original materials.
• The reconstruction of former and significant architectural features for which the appearance can be clearly determined from documentary sources (photographs, drawings, etc.) is eligible.
• The reconstruction of shop fronts which have been altered or replaced. The documentation should be in the form of historic photographs or drawings clearly showing the feature(s) to be reconstructed. Eligible work will be guided by the following reference material: Ontario Ministry of Culture’s Architectural Conservation Note #8 The Conservation and Maintenance of Storefronts and Preservation Brief No. 11, Rehabilitating Historic Storefronts, Technical Preservation Services, National Park Service.
• Cleaning of masonry buildings may be eligible if it is necessary for the building’s preservation. Under no circumstances will grants be paid for any form of abrasive cleaning, (e.g., sandblasting or sodablasting) or high-pressure water cleaning.
• Any property may receive one (1) grant only for exterior painting in documented original colours. After this initial grant, it is expected that maintenance will be the owner’s responsibility. Colours must be documented for the individual building or be proved to have been a common contemporary colour in the area.
• Painting of unpainted masonry is not eligible.
• Work necessary to restore the building to structural soundness is eligible, e.g., the correction of serious structural faults that threaten the building’s survival. This does not include structural work to accommodate modern
renovations (e.g. a new supporting beam over the opening for a patio door) or routine maintenance.

- Interior work is only eligible if specifically referred to in the *Reasons for Designation*. Eligible interior features, if specified in the *Reasons for Designation*, include woodwork, plasterwork, wall or ceiling murals, etc.
- New services (electrical, plumbing, heating, air-conditioning) and insulation are not eligible.

**Ineligible works:**

The following works, including repair, maintenance, reconstruction or improvements to the following are non-eligible for grant-assistance:

- Short-term, routine maintenance. This includes minor repairs (such as repairing a broken step or a broken window), painting (other than as specified above), repair of non-original siding or roofing materials (aluminum siding, asphalt shingles, etc.).
- Landscaping.
- Work on modern additions.
- Work on sheds or outbuildings not specifically referred to in the *Reasons for Designation*.
- Installation of modern doors and windows unless replicas of the original.
- Installation of new storm or screen doors and windows.
- Chimney repairs other than restoration of a significant chimney.
- Repair of eavestrough unless its nature is such that it is significant to the heritage of the structure.
- Repairs to or renewal of modern materials.
- Painting previously unpainted masonry.
CHIRP 2006-001
199 Glover Road (Glover House), Stoney Creek, Ward 11
CHIRP 2006-002
46 Forest Avenue (Frederick J. Rastrick House), Hamilton, Ward 2
CHIRP2006-004
47 James Street South (Landed Bank and Loan Building), Hamilton, Ward 2
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CHIRP 2006-005
68 King Street East (Victoria Hall), Hamilton, Ward 2