

**COMMUNITY HERITAGE FUND – INFO SHEET**

HERITAGE CONSERVATION PLANNING

CITY OF BURLINGTON

**BURLINGTON'S COMMUNITY HERITAGE FUND****OBJECTIVES:**

- To encourage the preservation of buildings with identified cultural heritage value by providing financial assistance for the conservation of these buildings
- To encourage the designation of cultural heritage resources under the *Ontario Heritage Act*

**FORMS OF FINANCIAL ASSISTANCE:**

- The Community Heritage fund is available to owners of properties designated pursuant to the *Ontario Heritage Act* in the form of grants or loans for eligible conservation projects
- **Loans**
  - Loans of up to 50% of the total eligible project costs to a maximum of \$15,000 may be approved subject to specific guidelines
  - No interest on amounts of less than \$5,000
  - Interest will be charged at 1/2 of the Bank Prime Rate on the portion of any loan over \$5,000
  - All loans will be amortized over a maximum of 10 years
  - In the event of the sale of the property, the loan shall become due and payable
  - Upon approval, applicant must enter into a Conservation Agreement with the City, a lien will be registered on property and securities may be required. 50% of the loan will be forwarded to the applicant; the remainder shall be forwarded upon satisfactory completion of the project
  - Required to be approved by Council
- **Grants**
  - Grants of up to 25% of the total eligible project costs to a maximum of \$15,000 may be approved subject to specific guidelines
  - Upon approval, applicant must enter into a Conservation Agreement with the City

**ELIGIBLE PROJECTS:****PROPERTIES DESIGNATED UNDER PART IV OF THE ONTARIO HERITAGE ACT****General**

- Any work which conserves or enhances elements specified in by-law
- Short-term, routine maintenance is not eligible:
  - Includes minor repairs (such as repairing a broken step or a broken window), painting (other than as specified), repair of non-original siding or roofing materials (aluminum siding, asphalt shingles, etc.) or landscaping

## COMMUNITY HERITAGE FUND – INFO SHEET

HERITAGE CONSERVATION PLANNING

CITY OF BURLINGTON

### Exterior

- Conservation of heritage attributes important to the resource's heritage value is eligible. This might include the conservation or restoration of:
  - doors
  - windows
  - verandahs
  - cupolas
  - chimneys
  - bargeboard or other decorative trim
  - any other features important to the overall composition of the structure as specified in the reasons for designation
  - fences and outbuildings if specifically referred to in reasons for designation
- Not Included:
  - work on modern additions
  - sheds or outbuildings not specifically referred to in the reasons for designation
  - modern doors and windows unless replicas of the original in like materials
  - new storm or screen doors and windows
  - chimney repair other than the restoration of a significant chimney
  - repair of eavestrough unless its nature is such that it is significant to the heritage of the structure
- Restoration of heritage attributes where the original form and materials can be clearly determined from documentary evidence. Might cover any of the included elements cited above
- Restoration of store fronts which have been altered or replaced where there is documentary evidence ( historic photographs clearly showing the feature(s) to be restored)
  - Conservation or restoration of original siding and roofing materials might include:
    - 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.)
    - Removal of a modern material (aluminum siding, asphalt shingles, etc.) and replacement with the original material (where original material has been documented)
    - Does not include repairs to or renewal of modern materials
- Cleaning of masonry buildings may be eligible if it is necessary for the building's preservation
  - Under no circumstances will grants be approved for sandblasting

## COMMUNITY HERITAGE FUND – INFO SHEET

HERITAGE CONSERVATION PLANNING

CITY OF BURLINGTON

### Painting

- Limit one loan only per property for exterior painting in documented original colours. After this initial loan, it is expected that maintenance will be the owner's responsibility
- Colours must be documented for the building or be proven to have been a common contemporary colour in the area

### Structure

- Work necessary to restore the building to structural soundness
- Includes the correction of serious structural faults which threaten the building's survival, but does not include routine maintenance
  - Structural work necessitated by modern renovation (e.g. a new supporting beam over the opening for a patio door) is not included

### Interior

- Not eligible except for the conservation of features specifically referred to in the reasons for designation
- Eligible interior features, if specified in the reasons for designation, include:
  - Woodwork, plaster work, wall or ceiling murals, etc.
- New services (electrical, plumbing, heating) and insulation are not eligible

### PROPERTIES DESIGNATED UNDER PART V OF THE ONTARIO HERITAGE ACT

- Improvements to the property as specified in the design guidelines in the district plan
- If the property is identified in the plan as being of specific heritage value, the definition of an eligible project for a property designated under Part IV of the Ontario Heritage Act may apply
- For other properties within the district, an eligible project is defined as any work in accordance with the design guidelines for the property as specified in the district plan
- Routine maintenance is not eligible

## EXPLANATORY NOTES ON PROJECT ELIGIBILITY

### The Conservation or Renewal of Original Roofing and Siding Materials

- Conservation or renewal of original roofing and siding materials deals exclusively with historical materials
  - Wooden shingles, shakes, board roofing, metal roofing made of copper, zinc, tin or terneplate, and roofing of clay tile and slate.
- Community Heritage Fund Program loans and grants are intended to help offset the extra costs associated with the now scarce materials and skills required for the preservation of heritage properties
- Materials such as standard asphalt shingle, built-up roofing and other "modern" readily available roofing types are not eligible

### Storm and Screen Windows

- Repair, conservation or reconstruction of wooden storm or screen windows if the historical evidence of the use of storm windows can be documented.
  - Must be a replica of the original in both style and material.
- Storm windows utilizing materials such as lexan, plexiglass, aluminum, or extruded metal are not eligible

### Painting of the Exterior in Documented Historic Colours

- Limit of one (1) application per property
- colours be chosen on the basis of:
  - paint analysis,
    - a period colour scheme, or
    - local historic paint styles
- Paint analysis is performed through the use of paint chip samples.
  - Involves the utilization of either a microscope or magnifying glass
  - Several chips should be taken from different areas of the house to provide the best results
  - Alternate method: sanding of the paint surface in a circular motion, revealing the layers of paint which can then be examined through a magnifying glass
- Period style publications provide a good reference for the selection of appropriate colours for use in the painting of historic buildings
- The use of historic paint colour schemes which are common to the municipality are acceptable, if for valid reasons the methods above cannot be utilized

### Stained Glass

- Conservation and repair of stained glass

## COMMUNITY HERITAGE FUND – INFO SHEET

HERITAGE CONSERVATION PLANNING

CITY OF BURLINGTON

- Repair of lead or copper comes and wooden frames or the restoration of the stained glass lights
- Ineligible projects include: installation of lexan, plexiglass or other synthetic materials to protect stained glass windows (new storm windows)

### Eavestroughing

- Restoration of gutters and downpipes only where these items are considered to be a significant architectural feature of the building, for example:
  - Gutters and downpipes of now rare but long-lasting materials such as copper and lead
  - Gutters and downpipes which incorporate decorative elements (often found at the "storm heads" or at the metal straps)
  - Gutters which are built into the building cornice
- Modern materials, such as plastic, vinyl, aluminum, and galvanized metal are not eligible for loan consideration

### Stucco

- Restoration of stucco where this is known to have been the historic exterior finish for the structure
- Stucco work must replicate the original or historic rendering for the building in both colour and texture:
  - e.g. a structure originally finished in a "roughcast" texture and yellow colour should be restored to this finish to be eligible

### Bridges

- Conservation and repair of bridges which have been designated.
- Repairs required to restore the structural integrity of the bridge or conservation of its decorative elements are considered eligible project types
- Examples include repairs to:
  - Railings, newel posts, trusses, arches, abutments, or piers executed in the original materials

### Cemeteries

- Restore or conserve significant heritage features of the property
- Eligible work includes:
  - Conservation of grave markers, tombs, mausolea, dead houses, significant stone walls, wrought iron gates and fences which are part of the original design
  - Restoration of elements of the original landscape plan may be eligible if sufficient documentary evidence exists for recreating such features
  - Significant features should be cited in the reasons for designation

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HERITAGE CONSERVATION PLANNING

CITY OF BURLINGTON

- Routine maintenance, such as grass cutting, tree pruning, etc. is not eligible
- The Ministry of Culture must be notified prior to approval of proposal for cemetery restoration

Please do not hesitate to contact Staff if you have any questions regarding the Community Heritage Fund.

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