

Heritage Grants Program



Intent of the Heritage Grants Program

Heritage buildings are important but expensive to restore and maintain. This program is intended to recognize the value of heritage in the Kelowna community by providing financial support to property owners of heritage properties in their efforts to conserve Kelowna's heritage.

The City of Kelowna's Heritage Grants Program promotes the conservation of residential, commercial, industrial, institutional and agricultural heritage buildings by assisting owners with grants for a portion of the costs incurred in conservation work.

This program is limited to exterior and building foundation (stabilization) work.

The conservation work should recognize the importance of "Character-defining Elements" as documented in the Heritage Register Record for the property. This Record can be accessed at <http://www.kelowna.ca/iHeritage/Scripts/>

2012 Application Deadline

Application deadlines: March 20th; June 5th; Sept 4th; and Oct 30th. Please note: there is limited funding. Grants applied for later in the year *may* have to wait for the next funding cycle.

For more information, please contact Lorri Dauncey at 250 861-7188, ldauncey.cohs@telus.net

Eligible Heritage Buildings

Any property listed on the Kelowna Heritage Register is eligible for this grants program.

Residential properties listed on the Kelowna Heritage Register and Heritage Designated properties will be given first priority in the granting program.

Grants will not be given for work undertaken prior to a successful grant application.

Municipal property taxes must be fully paid (if applicable).

Grants

Buildings "Designated" heritage are eligible for grants to a maximum of \$10,000/ 3 year period.

Buildings listed on the Kelowna Heritage Register are eligible for grants to a maximum of \$5,000/ 3 year period.

Grants for Exterior Conservation Work including: reroofing; prep & new paint*; window, door, siding and porch conservation, will not exceed 50% of the cost of the work to be done, to a maximum of \$5,000 (Heritage Register) or \$10,000 (Designated)/ 3 year period.

**Heritage paint colour schemes, such as Benjamin Moore's "Historical True Colours for Western Canada" collection, are recommended by this program.*

Grants for Foundation Work will not exceed 50% of the cost of work to be done, to a maximum of \$5,000 (Heritage Register) or \$10,000 (Designated) per 3 years.

Except for special circumstances, original materials are to be used. Compatible adaptation of modern materials will be considered on a case by case basis.

Documentation

For All Applications:

1. All applicants need to include current photographs of the heritage property, and specifically of the area where the work is to be done, in their application.
2. All applicants need to complete the attached application form.
3. At the completion of the work, the grant money will be allocated when the attached "Declaration of Project Completion" form and detailed requirements are submitted.

Grants for Exterior Painting

As well as the required documents for all applications (1, 2 & 3 listed above), applicants applying for a grant for exterior painting of a heritage property need to include in their application:

- Colour scheme and paint colour samples.
- Estimate for cost if work is to be done by the owner (up to 100% for materials only).
- Two estimates if work is to be done by a contractor.

Grants for Reroofing

As well as the required documents for all applications (1, 2 & 3 listed above), applicants applying for a grant for reroofing of a heritage property need to include in their application:

- Proposed colour and roofing material
- Estimates for cost from two contractors
- One year guarantee for labour and materials; a written copy needs to be provided with the "Declaration of Project Completion."

Grants for Exterior & Foundation Work

As well as the required documents for all applications (1, 2 & 3 listed above), applicants applying for a grant for exterior and foundation work of a heritage property need to include in their application:

- Estimates for cost from two contractors
- One year guarantee for labour and materials; a written copy needs to be provided with the "Declaration of Project Completion."

Administration

1. Once an application has been received, it will be screened by the City of Kelowna Heritage Grant Program manager to ensure the application is complete.
2. The application will be reviewed by the City of Kelowna Heritage Grants Committee.
3. When an application is approved or declined by the Committee, the applicant will be advised in writing.
4. Prior to the commencement of work, any required municipal building permits must be applied for. A building permit is not required for exterior painting work or reroofing. A building permit may be required for other exterior conservation work.
5. The successful applicant must have the work completed within one year of the grant being awarded. An applicant can ask for an extension in the case of unforeseen circumstances.
6. Upon the completion of the heritage building conservation project, the following is required by the committee before the grant will be paid out:
 - a) Photographs showing the completed project.
 - b) Submission of all bills showing 'paid in full'. Costs of plans and related expenses may be included.
 - c) The attached "Declaration of Project Completion" form must be submitted to the Committee.
 - d) Site Inspection by Committee member or as required by the City of Kelowna.
 - e) Written warranties as required for reroofing, foundation and exterior restoration work.
7. No application may, in any manner, be considered to form a contractual or other obligation on the part of the Committee.



c/o Central Okanagan
Heritage Society
1060 Cameron Avenue
Kelowna, BC V1Y 8V3
cohst@telus.net

Heritage Grants Program

Application
FORM

HERITAGE BUILDING INFORMATION

I hereby make application for a grant to aid in the conservation of the following heritage building:

Building Name (optional):
Address:

ATTACHMENTS

Check that the following attachments are included with your application:

<input type="checkbox"/> Photographs depicting building prior to commencement of conservation work.
<input type="checkbox"/> Cost Estimate; 2 cost estimates for contractor work is required.
<input type="checkbox"/> Proposed colour scheme and colour samples for any exterior painting and/or re-roofing.

EXPLANATION

Provide a brief explanation of the Proposed Conservation Work.

CONSENT

I, the undersigned being the owner for the above property, hereby consent to this application.

Owner's Name:
Mailing Address:

Phone:
Email:

Signature: _____

Date: _____



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Declaration of Completion

FORM

DECLARATION

I, _____ of _____
do solemnly declare that the following work relating to my application for a grant from the Kelowna Heritage Grants Program, dated _____ has now been completed.

DESCRIPTION

Provide a brief description of work completed.

COST

Total Cost of all Conservation Work done in conjunction with the granted project:

ATTACHMENTS

Check that the following attachments are included with your application:

<input type="checkbox"/> Photographs depicting building at completion of conservation work.
<input type="checkbox"/> All bills and invoices for labour and/or materials marked 'paid in full.'
<input type="checkbox"/> Written warranties from the contractor(s), if applicable.

SITE INSPECTION

Provide details of Committee or City Staff responsible for site inspection.

Name:
Title:

Signature: _____

Date: _____

APPLICANT SIGNATURE

Signature: _____

Date: _____