



P.O. Box 70
 18 Manitou Crescent W
 Amherstview, Ontario
 K7N 1S3

Application for the Designated Property Grant Program

Application No: _____

To be completed by applicant and returned to the Loyalist Township Heritage Committee

Note: In order to be eligible for this grant, properties must be designated under The Ontario Heritage Act.

1. Applicant Information

Name _____ Telephone (include area code) _____

Mailing Address _____

Province/State _____

Postal Code/ZIP Code _____

2. Owner of Property Same as applicant. If not please complete the section below.

Name _____ Telephone (include area code) _____

Mailing Address _____

Province/State _____

Postal Code/ZIP Code _____

3. Property for which application is being made

Civic Address _____

Lot Description (Lot, Concession & R-Plan) _____

Roll Number _____

4. Use of structure (eg. Residential, Multi-Residential, Commercial)

5. Under which part of The Ontario Heritage Act is the property designated?

Part IV _____ (Individual Designation) Part V _____ (Heritage District)

6. Are there any other Heritage Designations or Easements located on this site? If yes, please specify (eg. Ontario Heritage Foundation Easements)

7. It is a requirement for applicants to either already have a Heritage Plaque installed on their property or be willing to apply for one in order to receive funds from the grant.

Do you already have a plaque? Yes ___ No___

If "No" do you agree to apply to have a plaque installed on your property? Yes___ No ___

8. Have you previously received a Designated Property Grant for this property?

Yes ___ No ___ (If "Yes", give date and amount) Date_____ Amount _____

9. Project Information

Total Cost of Project (in dollars) \$

Total Grant Request (in dollars) \$

10. Provide a description of the project proposal and cost breakdown. Include details such as materials to be used, sizes, mortar mixes, etc. Enclose all drawings, photos and/or other material necessary for a complete understanding of the proposed work (use additional sheets as required). Please include any available historic photographs.

Description:

Multiple horizontal lines for writing the project description.

12. General Requirements

Alterations of and/or demolition to buildings and structures designated under the Ontario Heritage Act require the approval of Municipal Council. Council considers the recommendation of the Loyalist Township Heritage Committee.

The intent of Heritage Committee is to conserve buildings within Heritage Conservation Districts or Designated Heritage Buildings in their original form. Designation, however, does not prohibit alterations. Designation provides a process to ensure that the changes respect the heritage value of what exists and do not alter the property in such a way as to diminish the reasons for designation.

Alterations to structures designated under Part IV and Part V of the Ontario Heritage Act should meet the following criteria:

- a) **Conservation:** Maintenance and on-going repair should be a primary goal to assure the integrity of the exterior skin from moisture penetration, air infiltration, frost action and infestation.
- b) **Proportion:** Original proportions of the structure should be conserved or replicated, where missing, to original specifications.
- c) **Style:** Alterations to existing buildings should respect the original style of structure. Owners should contact Loyalist Township Heritage Committee or an Architect to ascertain the period and style of a structure when uncertain.
- d) **Balance:** Existing openings should be conserved to maintain the original balance of solids and voids on the building facade.
- e) **Roof:** Original roof form, materials and details should be conserved or replicated if missing. When replaced by later materials, the materials should be compatible with the building style.
- f) **Materials:** Original building fabric should be conserved. It is preferable that building materials, typical of the original period or of the design be used in renovation. Materials used on additions should be sympathetic in colour, texture, scale and detail but can be contemporary, representing the period of the addition.
- g) **Massing:** Additions should not adversely alter the apparent mass of the structure as viewed by the public domain. It is therefore preferable that existing building heights and building setback be maintained.
- h) **Windows:** Original windows should be conserved, where missing or altered, windows should be rebuilt to replicate, original design, materials and proportion.
- i) **Facades and Storefronts:** Original facades and storefronts should be conserved. New storefronts should either be a historical replication or of a sympathetic contemporary design.
- j) **Architectural Details:** Architectural details, particularly decorative details are frequently missing due to lack of maintenance over time. The style of many buildings of the nineteenth century were dependent upon decorative details to provide character. The decorative elements were integral to the style. Repair and replication of these details is encouraged for renovations to historic buildings.

13. List other sources and amounts of funding requested for project

Federal	Amount \$
Provincial	\$
Municipal (other than Heritage Grant)	\$

I certify that to the best of my knowledge the information provided in this application for a Designated Property Grant is accurate and complete.

Applicants Signature _____

Date _____

For Municipal Use Only

Municipality _____

Application received by _____

Date _____

To be completed by The Loyalist Township Heritage Committee

Date of referral to The Loyalist Township Heritage Committee _____

Project _____ Accepted (conditions) _____

_____ Not Accepted (reasons) _____

Loyalist Township Heritage Committee Chairperson _____

Date _____

Minutes Attached (YES) (NO)

Municipal Council Decision

Council Meeting Date _____

Project _____ Accepted (conditions) _____

_____ Not Accepted (reasons) _____

Minutes Attached (YES) (NO)

Date _____