



## Staff Report

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<b>Report To:</b>	<b>Planning and Development Committee</b>		
<b>Date of Meeting:</b>	December 6, 2021	<b>Report Number:</b>	PDS-065-21
<b>Submitted By:</b>	Ryan Windle, Director of Planning and Development Services		
<b>Reviewed By:</b>	Andrew C. Allison, CAO	<b>Resolution#:</b>	
<b>File Number:</b>	PLN 34.2.24	<b>By-law Number:</b>	
<b>Report Subject:</b>	<b>Heritage Incentive Grant Program Annual Report for 2021</b>		

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### Recommendations:

1. That Report PDS-065-21 be received;
2. That the Heritage Incentive Grant Program grants of up to 50% of the costs of eligible works be increased to a maximum of \$4,000 for exterior projects and a maximum of \$2,000 for interior works, for an increased total maximum of \$6,000 per property; and
3. That all interested parties listed in Report PDS-065-21 and any delegations be advised of Council's decision.

## Report Overview

The purpose of this report is to provide an overview of Heritage Incentive Grant (HIG) Program and activity in 2021.

The intent of the HIG Program is to provide owners of properties designated under Parts IV and V of the *Ontario Heritage Act* with financial support to assist with the cost of repairs and restoration of their property's identified heritage features.

## 1. Background

### Ontario Heritage Act

- 1.1 The *Ontario Heritage Act, 2005* (OHA) enables municipalities to designate properties of cultural heritage value or interest and identify specific features to be conserved. The OHA, in conjunction with the provisions of the *Municipal Act, 2001* also provides municipalities the opportunity to implement heritage grant and/or tax relief programs, recognizing heritage properties can be more costly to restore and maintain than newer buildings.
- 1.2 Clarington's Property Standards By-law 2007-070 addresses property standards requirements specific to designated heritage properties, requiring identified heritage features to be maintained, conserved, and protected.
- 1.3 The Heritage Incentive Grant (HIG) Program was established in 2013 to assist the owners of properties designated under Parts IV and V of the OHA with financing the cost of repairs and restoration. The HIG Program is targeted towards maintaining and conserving those heritage attributes identified in each property's designation by-law.

## 2. Heritage Incentive Grant Program

### HIG Program Guidelines and Procedures

- 2.1. The HIG Program provides owners of designated heritage properties with grants of up to 50% of the costs of eligible works to a maximum of \$2,000 for exterior projects, and up to \$1,000 for interior work.
- 2.2. Eligible works generally relate to the maintenance, repair and conservation of heritage attributes identified in the property's designation by-law and may also include reconstruction of existing heritage features that are beyond repair, required structural works, and repair of mortar. Priority is given to applications for works that specifically address the repair and restoration of heritage features listed in the designation by-law.
- 2.3. In the spring of each year, a letter is sent to owners of designated heritage properties advising them of the HIG Program and inviting them to submit a HIG application. HIG applications are required to be submitted by the end of May of each year for processing.

In most cases, a Heritage Permit application is required to be submitted in conjunction with the HIG application in accordance with the OHA requirements for a proposed alteration to a designated heritage property.

- 2.4. Applications are reviewed by the Planning and Development Services Department. In cases where a Heritage Permit is required under the OHA, the proposal is reviewed by the Clarington Heritage Committee and Council. If all eligibility criteria and HIG Program requirements are met, the Director of Planning and Development Services may approve the HIG subject to an approved heritage permit.
- 2.5. All proposed works are required to be undertaken in accordance with an associated Heritage Permit, the Ontario Building Code, and all applicable planning and zoning requirements. Grants are issued upon the completion of the works to the satisfaction of the Municipality and confirmation that property taxes are up to date. Properties that are currently in receipt of other grants or tax incentives from the Municipality are not eligible for the HIG Program.

### **Consideration of Alternatives to Support Designated Heritage Properties**

- 2.6. In September 2021, staff presented a Heritage Tax Incentive [Report FSD-039-21](#) to Council providing information about financial support tools available under the *Municipal Act* and *Ontario Heritage Act* to assist owners of designated heritage properties. The report considered potential alternatives for the current HIG Program, both in its existing and an enhanced form, and the development of a heritage tax rebate program to either complement or replace the HIG Program. Details of each alternative are outlined in the Heritage Tax Incentive Report.
- 2.7. Council received Report FSD-039-21 and directed (Resolution C-295-21) that the status quo and the current Heritage Incentive Grant Program policies be maintained, with no consideration of heritage tax rebates in the 2022 budget.
- 2.8. The HIG Program has been in place since 2013 with little change over time. However, repair costs continue to rise. Had Council approved the alternate recommendation of the Complementary Heritage Property Tax Rebate as outlined in Report FSD-039-21 the amount allocated to assisting heritage property owners would have been \$18,000 per year.
- 2.9. The HIG budget has been \$6,500 per year since the Program's inception. Staff are recommending the maximum dollar values for exterior and interior repairs be increased to \$4,000 and \$2,000 respectively. Along with this increase, funds have been included in the B list of the 2022 budget to increase the budget allocation from \$6,500 to \$18,000. The increased funding for the HIG Program through budget deliberations for 2022 would recognize increasing costs associated with repair and maintenance of designated heritage properties. Additional Program funding would enable the provision of grants to support (i) a greater proportion (up to 50%) of the eligible project costs per property, and (ii) a larger number of designated properties each year.

### 3. 2021 HIG Program Activity

- 3.1. Two applications for HIGs were received in 2021 in response to the letter notifying designated property owners of the Program.
- 3.2. Funding ranging from 30% to 50% of the total eligible project costs was allocated to the two designated properties for works that included:
  - Repair and replacement of roofing and chimney (Tyrone Blacksmith Shop; 2752 Concession Road 7); and
  - Replacement of the front porch steps and railing (67 Ontario Street).



**Figure 1:** Completed works at 2752 Concession Road 7 and 67 Ontario Street

- 3.3. At the time of writing, both 2021 HIG projects have been completed and associated grants have been issued.
- 3.4. The availability of contractors with expertise and experience in heritage construction is an ongoing issue for many designated property owners. As a result, there have been situations where planned projects have been delayed or postponed indefinitely. In order to ensure funding does not continue to be held for projects that are no longer being pursued, conditional grant approvals are issued for a period of six months. Property owners are requested to contact staff to advise if an extension is required to complete the approved works.
- 3.5. Staff typically reduce the percentage of contribution across all project applications to support as many as possible in any given year. It is anticipated that interest in the Program will rebound to the levels seen in prior years once the uncertainties associated with the COVID-19 pandemic begin to subside.

#### **4. Concurrence**

Not Applicable.

#### **5. Conclusion**

- 5.1. The intent of the HIG Program is to provide owners of properties designated under Parts IV and V of the OHA with financial support to assist with the cost of repairs and restoration of their property.
- 5.2. Uptake of the HIG Program has proven successful, as in most years the full budget allocation is committed.
- 5.3. 2021 HIG grants ranging from 30% to 50% of total eligible project costs were allocated to designated property owners in support of their contribution to conserving Clarington's built heritage fabric. To this end, 36 HIG applications have been approved and \$36,650 of grant funding has been issued since the implementation of the HIG Program in 2013.
- 5.4. It is respectfully recommended that this report be received for information and that the value of the grants be increased as outlined in Section 2.9 of this Report.

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Staff Contact: Sarah Allin, Planner II, 905-623-3379 or [sallin@clarington.net](mailto:sallin@clarington.net).

Attachments:

None

The following interested parties will be notified of Council's decision:

Clarington Heritage Committee