Name

A Community Heritage Grants Fund Program is established and known as the “District of North Vancouver Community Heritage Grants Fund Agreement”.

Purpose

The purpose of the Community Heritage Grants Fund Program is to promote heritage conservation by providing financial assistance for property maintenance and improvements to the owners of heritage properties listed on the District of North Vancouver Heritage Inventory (1993), Modern Inventory (the Modern Architecture of North Vancouver 1930-1965) (1997), Heritage Registry or to owners who provide a Statement of Significance (SOS) from a Registered Heritage Professional which identifies that the property has heritage character and value.

It is the intention of the District to award income from the Fund annually. Applicants will be selected by an adjudication committee comprised of members of the District of North Vancouver Community Heritage Advisory Committee and the North Shore Heritage Preservation Society.

Delegated Authority

Authority to execute the Community Heritage Grant Fund Agreement is delegated to the Mayor and Municipal Clerk of the District of North Vancouver.

Deadline

The annual deadline for grant applications is March 31.

Eligibility

Property owners are eligible to apply to the District of North Vancouver Community Heritage Grants Program for a grant provided that:

- The building is listed in the District of North Vancouver Heritage Inventory (1993), Modern Inventory (The Modern Architecture of North Vancouver 1930-1965) (1997), Heritage Registry, or has a Statement of Significance from a Registered Heritage Professional.
which identifies that the property has heritage character and value

- Property taxes are fully paid
- The building is in conformance with all applicable bylaws
- The conservation and restoration work will be in compliance with all permits, as required

Each application for a grant shall be assessed on its own merits. The Program is under no obligation to approve a grant for any building listed in the District of North Vancouver Heritage Inventory (1993), Modern Inventory (The Modern Architecture of North Vancouver 1930-1965) (1997), or Heritage Registry.

**Project Details**

Priority will be given to exterior maintenance and exterior restoration projects

Priority will be given to heritage buildings which are privately owned

It is expected that original materials will be retained whenever possible. Alternatively, modern equivalents of historic materials will also be considered. Adaptation of modern materials in sympathy with the existing construction will be considered on a case-by-case basis.

**Grants**

The maximum grant available to any applicant per year is $500.

**Priority will be given to properties on the District’s Heritage Inventory, Modern Inventory or Heritage Registry that are designated as heritage property or subject to a Heritage Revitalization Agreement.**

**Grant Application Process**

Applicants may submit a grant application to the Community Heritage Advisory Committee. The application will include the necessary details to explain and identify existing conditions and the proposed work including:

- Application form
- Description of work (including colour schemes and material specifications) and estimated time frame
- Current title search
- ‘Before’ photographs, and when the work is complete, ‘after’ photographs of the maintenance and improvement
- Historical photo, if available
• Foundation, building, elevation and floor plans, as required
• Detailed written estimate of costs

Grant applications will be reviewed and funding decisions will be made by an adjudication committee comprised of the Community Heritage Advisory Committee and the North Shore Preservation Society.

**Conditions**

Work must be completed:

- Within one year after grant approval, or
- Within one year prior to grant approval.

Upon written request, the time limit for completion may be extended.

If, during the course of the project, the owner fails to adhere to the list of approved work, meet appropriate codes, comply with bylaws, secure required permits or pass municipal inspections, the grant approval may be rescinded in whole or in part.

**Disbursement**

Grant funds will be disbursed to the owner of the property only after:

a) Project completion; and,

b) Submission of the following to the District of North Vancouver Planning Department:

- Photographs detailing the completed work; and,
- Itemized paid invoices for eligible work

**Amended**

September 17, 2018 Regular Council