



Report to: Development Services Committee

Report Date: May 5, 2015

SUBJECT:	Commercial Façade Improvement Grant Program for Heritage Districts 2015
PREPARED BY:	Peter Wokral, Heritage Conservation Planner ext. 7955
REVIEWED BY:	Regan Hutcheson, Manager Heritage Planning ext. 2080

RECOMMENDATION:

- 1) THAT the report entitled “Commercial Façade Improvement Grant Program for Heritage Districts 2015”, dated May 5, 2015, be received;
- 2) AND THAT the identified applications for the Commercial Façade Improvement Grant Program be approved, provided that the applicants comply with the eligibility requirements of the program;
- 3) AND THAT 154 Main St. Unionville receive \$5,579.38 of grant assistance from the Commercial Façade Improvement Grant Program;
- 4) AND THAT Council authorizes the Mayor and Clerk to enter into a Façade Easement Agreement with the owner(s) of 154 Main St. Unionville (required for grant assistance over \$5,000.00);
- 5) AND THAT Council consider the property at 9899 Markham Road as an eligible commercial property for the 2015 Commercial Façade Improvement Grant Program;
- 6) AND THAT 9899 Hwy 48 receive \$7,288.50 (25% of the value of the completed work) of grant assistance from the Commercial Façade Improvement Grant Program subject to obtaining a heritage permit for the completed works;
- 7) AND THAT the grants be funded from the Heritage Façade Improvement Program Account 620-101-5699-15021 which has a budget of \$33,200.00 and that the remaining funds of \$20,332.12 be transferred to the 2015 Designated Heritage Property Grant Project Fund, Account 620-101-5699-15018 to fund grant requests exceeding the \$30,000.00 allocation for the 2015 Designated Heritage Property Grant program;
- 8) AND THAT the eligibility requirements of the Commercial Façade Improvement /Signage Replacement Grant program be revised to consider heritage properties designated under Part IV of the Ontario Heritage Act, in commercial use, outside of the City’s Heritage Conservation Districts boundaries, eligible for grant assistance, provided that all other eligibility requirements of the program are met;
- 9) AND THAT staff be authorized and directed to do all things necessary to give effect to this resolution.

PURPOSE:

The purpose of the report is to recommend the approval of grant assistance for certain commercial façade improvements, and to recommend that unused funds from this program be transferred to the 2015 Designated Heritage Property Grant Program, and finally to amend the eligibility requirements of the program.

BACKGROUND:

Council approved the creation of the Commercial Façade Improvement Grant Program and the Commercial Signage Replacement Grant Program for commercial properties located in the City's heritage conservation districts on June 8, 2004.

The purpose of the programs

The purpose of the Commercial Façade Improvement Grant program is to assist in the exterior improvement of privately owned buildings in commercial use located within the City's heritage districts. The financial assistance is available to encourage the restoration and improvement of commercial building facades in the heritage districts/ main street areas. Both heritage and non-heritage buildings in commercial use are encouraged to apply to the program.

Eligibility requirements for grant assistance

Commercial properties located in the City's heritage districts are eligible for façade improvement grants. Owners and tenants of commercial property can apply for assistance. The subject property must not be in default of any municipal taxes, local improvements or any other monies payable to the City (fees or penalties). Also, the property must not be the subject of a by-law contravention, work order or outstanding municipal requirements. Approved work completed since the 2014 deadline for applications to the program, may also be considered eligible for grant assistance.

Types of improvements eligible for assistance

Eligible facade improvements on **heritage properties** may include:

- Repair or restoration of original features (cornices, parapets, eaves, other architectural features).
- Repair, restoration or replacement of windows and doors.
- Cleaning and repair of masonry.
- Removal of non-original siding or facing
- Installation of new signage in accordance with the Special Sign District policies of the City's Sign By-law.

Eligible façade improvements on **non-heritage properties** may include:

- Renovation of existing commercial storefronts in accordance with standard principles of traditional storefront design (fascia board for signage above storefront, appropriate display windows, removal of incompatible alterations, etc.).
- Improvements to the principal facades of incompatible buildings being sympathetic and compatible with the historic character of the area and the policies of the heritage conservation district plan.

- Re-cladding in more traditional materials complementary to the district character.

Amount of grant assistance

The maximum façade grant is \$10,000 for non-heritage properties and \$15,000 for heritage properties. The assistance is in the form of a 50/50 matching grant that is paid upon completion of approved work. An applicant can receive one grant per calendar year. As a condition of any grant of \$5,000 or more, the property owner is required to enter into a façade easement agreement, in perpetuity, with the municipality.

Grant Agreement/Letter of Understanding

Applicants who secure grant approval are also required to enter into a Grant Agreement/Letter of Understanding with the municipality. This Agreement establishes a formal arrangement between the applicant and the City, and outlines the amount of the grant, the work to be done and the project completion date.

OPTIONS/ DISCUSSION:

The review of grant applications is undertaken by Heritage Section Staff and Heritage Markham, Council's heritage advisory committee. Two applications were received by the March 20, 2015 deadline. (See Appendix A for a summary of each requested grant). The following criteria were considered when reviewing the applications for assistance:

- The project must comply with the policies and guidelines of the area's heritage district plan;
- Preference is given to applications proposing work on heritage properties;
- On heritage properties, conservation and restoration of original architectural features will occur to the extent possible;
- Projects must obtain municipal approval to qualify;
- The assistance should not reward poor property stewardship;
- Substantive improvements rather than short-term cosmetic patch-ups should be given priority.

The grant application for 154 Main St. N. Unionville is recommended for approval

Grant assistance of \$5,579.38 is recommended for the portion of the building in commercial use to restore the window sills, front door and shutters as well as painting the exterior in historic colours, subject to the applicant obtaining a Heritage Permit for the proposed work, entering into Façade Easement Agreement with the City, (required for grant assistance exceeding \$5,000.00) and a review by City departments determines that there are no outstanding issues related to the property.

The grant application for 9899 Markham Road is recommended for approval

In 2014, the owner of 9899 Markham Road spent \$29,154.00 to restore and re-point the historic masonry walls of this building after commercial grants for the 2014 year had already been approved. The work was completed without obtaining approval by the City and a second quote from a licensed contractor was not obtained or provided to City Staff.

Having the work approved by the City, and the provision of a competitive quote for the work are important eligibility requirements of the program. Despite this, the work would most likely have been approved by City Staff. Consequently Heritage Staff and Heritage Markham have recommended grant assistance of \$7,288.50 (25% of the cost of the completed work, as opposed to 50%) subject to obtaining a Heritage Permit for the completed work, and provided a review by City departments determines that there are no outstanding issues related to the property. The property is already subject to a façade easement agreement with the City.

Because the property is located outside of the City's Heritage Conservation Districts/ traditional Main Street areas, it technically does not meet the eligibility requirements of the program.

Changes to the eligibility requirements of the program are recommended

Heritage Staff and Heritage Markham recommend that the eligibility requirements of the program be amended to consider heritage properties designated under Part IV of the Ontario Heritage Act, in commercial use, as eligible for grant assistance, provided they meet all other eligibility requirements of the program. An example of this type of property is 9899 Markham Road. This amendment is reasonable since the owners of heritage properties in commercial use, designated under Part IV of the Ontario Heritage Act, are generally subject to the same heritage policies and guidelines, as heritage properties in the City's Heritage Conservation Districts, designated under Part V of the Ontario Heritage Act. Previously Council similarly resolved that heritage properties in commercial use, designated under Part IV of the Ontario Heritage Act, be subject to the policies of Section 10.0 (Special Sign Districts) of the City's Sign By-law, implemented to foster compatible signage for heritage districts.

FINANCIAL CONSIDERATIONS AND TEMPLATE:

The total sum of the grant assistance recommended for the Commercial Façade Improvement/Signage Replacement Grant program for 2015 is \$12,867.88. These applications will be funded through the Heritage Façade/Signage Replacement Project Account 620-101-5699-15021 which has a budget of \$33,000.00. Unused funds of \$20,332.12 are recommended to be transferred to the 2015 Designated Heritage Property Grant Project Fund, Account 620-101-5699-15018 to fund grant requests exceeding the \$30,000.00 allocation for the 2015 Designated Heritage Property Grant program.

HUMAN RESOURCES CONSIDERATIONS

"Not Applicable"

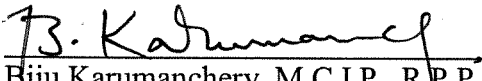
ALIGNMENT WITH STRATEGIC PRIORITIES:

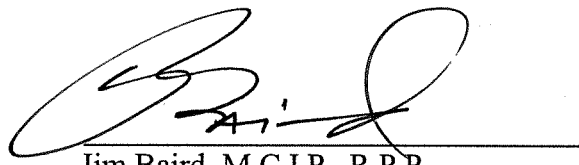
Assisting with the costs of restoring and improving commercial properties individually designated under the Ontario Heritage Act and commercial properties in Heritage Conservation Districts and replacing inappropriate legal non-conforming signage, promotes private investment, increases property values, and property tax revenue while strengthening a sense of community and civic pride.

BUSINESS UNITS CONSULTED AND AFFECTED:

The applications were forwarded to Heritage Markham for review on April 8, 2015. Heritage Markham supports the recommendations of this report. The Finance Department has also reviewed this report.

RECOMMENDED BY:


Biju Karumanchery, M.C.I.P., R.P.P.
Director of Planning & Urban Design


Jim Baird, M.C.I.P., R.P.P.
Commissioner of Development Services

ATTACHMENTS:

Appendix 'A'

Appendix 'B'

Summary of Applications and Photographs
Heritage Markham Extract April 8, 2015

Summary of 2015 Commercial Façade Improvement Grant Requests

154 Main St. Unionville

Status: Class 'A' heritage building (Unionville Heritage Conservation District)



Proposed Work	Quote 1	Quote 2
<ul style="list-style-type: none">• Restoration of window sills, shutters and front doors;• Scraping, sanding, priming and painting of exterior wood walls	Fresh Coat Painting and General Contracting	Independence Builders and Consultants
Total Cost	\$11,158.75	\$13,786.00

Staff Comment: The proposed work meets the eligibility requirements of the program. Staff recommends grant funding up to a maximum of \$5,579.38 provided all eligibility requirements of the program have been met including entering into a Heritage Conservation Easement Agreement.

9899 Highway 48, Markham

Status: Part IV designated building also subject to a Heritage Conservation Easement Agreement.



Completed Work	Quote 1	Quote 2
<ul style="list-style-type: none">• Restoration of exterior masonry walls including some replacement and re-pointing.•	Werek Enterprises Inc.	None
Total Cost	\$29,154.00	

Staff Comment: Applicant did not meet key requirements of the program such as obtaining approval for the work, and providing a second competitive quote. However, the work and grant funding appears to have been approvable had the applicant followed the correct process. Therefore staff recommends that the applicant be provided with \$7,288.50 of grant assistance (25% of the value of the completed work) provided that staff inspects the property, and finds the work to be satisfactory and the applicant submits a heritage permit for the work.

APPENDIX B

HERITAGE MARKHAM EXTRACT

DATE: April 13, 2015
TO: R. Hutcheson, Manager of Heritage Planning
P. Wokral, Heritage Planner

EXTRACT CONTAINING ITEM #11 OF THE FOURTH HERITAGE MARKHAM
COMMITTEE MEETING HELD ON APRIL 8, 2015.

- 11. Financial Assistance,
154 Main Street, Unionville,
9899 Markham Road,
2015 Commercial Façade Improvement Grant Applications (16.11)**
Extracts: R. Hutcheson, Manager of Heritage Planning
P. Wokral, Heritage Planner

The Heritage Planner described the Commercial Façade Improvement Grant Program. The Committee discussed the applications and eligibility.

Heritage Markham Recommends:

That Heritage Markham supports a matching grant of up to \$5,579.38 for improvements to the commercial portion of 154 Main St. Unionville; and,

That Heritage Markham supports the property owner of 154 Main St. Unionville entering into a heritage conservation easement agreement with the City for any grant assistance exceeding \$5,000.00; and,

That Heritage Markham requests that Council consider the property at 9899 Markham Road as an eligible commercial property for the Commercial Façade Improvement Grant Program; and,

That Heritage Markham supports a grant of up to \$7,288.50 (25% of the value of the completed work) for the restoration of the exterior masonry walls of 9899 Markham Road Markham subject to receiving an application for a Heritage Permit for the work undertaken and a satisfactory inspection of the work by Heritage Section staff; and,

That Heritage Markham has no objection to transferring \$18,000.00 from the Commercial Façade Improvement Grant program to the Designated Heritage Property Grant Program to meet the 2015 funding requests; and further,

That the eligibility criteria be amended to consider individually designated heritage properties in commercial use in addition to commercial properties located in the Heritage Districts.

CARRIED