

**CORPORATION OF THE MUNICIPALITY OF PORT HOPE
HERITAGE GRANT APPLICATION**

**FOR PROPERTIES WITHIN A HERITAGE CONSERVATION DISTRICT DESIGNATED
UNDER PART V OF THE ONTARIO HERITAGE ACT
OR
COMMERCIAL PROPERTIES DESIGNATED UNDER PART IV OF THE ONTARIO
HERITAGE ACT**

PURSUANT TO MUNICIPALITY OF PORT HOPE BY-LAW NO. 31/2005

For Internal Use Only: File No. _____ Date Received: _____

(Applications are to be submitted by February 28 of any calendar year to the Clerk's Office, 56 Queen Street, PO Box 117, Port Hope ON L1A 3V9)

Note: Only 1 heritage grant application will be reviewed per address per year.

1. Name of Owner/s _____
Mailing Address _____

Telephone No. _____ E-mail: _____
Address of Property _____

2. Have you received a grant for this property within the last ten years pursuant to By-law No. 31/2005? Yes: _____ No: _____
If yes, date: _____ Amount: \$ _____

Note: For the purposes of a Heritage Grant, "Property" means land, buildings or structures which are located within a Heritage Conservation District designated under Part V of the Act or any designated commercial properties which have been individually designated under Part IV of the Act.

3. Is the property located within a Heritage Conservation District Designated under Part V of the Ontario Heritage Act?
Yes: _____ No: _____
OR
Is the property a Commercial Property Designated under Part IV of the Ontario Heritage Act?
Yes: _____ No: _____ If Yes, By-law No.: _____

4. Estimated construction start date: _____
Estimated completion date: _____

Note: The Owner must apply to the Committee on an annual basis for an extension of any project not completed within the year (December 31) of making the Grant Application. Extensions may be authorized annually for up to 3 years from the date of making the Grant Application. Grant approval is rescinded for any project not completed within the 3 year period.

5. Heritage Approval Application received on: _____
Note: a copy of the approved stamped Heritage Approval Application with supporting information must be attached to this application.

6. Is a Building Permit required? Yes: _____ No: _____

Has a Building Permit been issued? Yes: _____ No: _____

Note: if a Building Permit is required, a copy of the Building Permit must be attached to this application.

7. Provide a brief description of the project:

8. Total estimated eligible cost of project: \$_____

Note: Approved projects are eligible for a grant of up to 50% of the project cost, to a maximum of \$20,000. Grants are initially based on the estimates, but the actual payment amount will equal 50% of the actual project cost or the approved grant whichever is less.

Note: quotations for the project must be attached to this application.

I/We hereby make application for Heritage Grant and acknowledge that I/We have received a copy of By-law No. 31/2005 and have read the terms and provisions therein.

Signature/s of Owner/s

Date

For Internal Use Only

Approved amount of Grant \$ _____ Date Approved _____

Items not included in approved grant _____

Signature of Chair: _____ Date _____

Date Paid Receipts submitted _____

Date of inspection to confirm work completed: _____

Signature of Inspector: _____ Date _____

Processing by Finance Dept
Documentation checked _____ Authorized by _____

Date of Payment _____ Amount _____ Cheque # _____

Consent to use photographs

The undersigned applicant(s), on behalf of the owners of the subject property, hereby authorize and consent to the Municipality of Port Hope and its Agents, using photographs of the subject property taken before, and/or after, the proposed work is authorized and completed, in consideration of the Corporation of the Municipality of Port Hope reviewing this application.

Dated at Port Hope this _____ day of _____, 20

Signature of Applicant