



Town of Aurora

Heritage Grant Program

2025

DRAFT



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About the Heritage Grant Program

The Heritage Grant Program offers financial support to designated heritage property owners for the conservation or restoration of their property.

Designated properties include those designated individually under Part IV or as part of a district under Part V of the *Ontario Heritage Act*. You can check the status of your property by consulting the Town's Heritage Register, available [here](#).

The Heritage Grant Program incentivizes designated heritage property owners to sustain and protect Aurora's cultural heritage assets for the long-term. By offering assistance for conservation works for heritage properties across the Town, the Heritage Grant Program ensures that individual efforts in preserving our shared heritage are recognized and supported.





Grant Details

The grant will be awarded to eligible projects that restore and enhance the heritage features and characteristics of an eligible property.

To qualify for the Heritage Grant Program, properties must be:

- Located within the boundaries of the Town of Aurora
- Designated under Part IV (individually) of the *Ontario Heritage Act*, **or**
- Designated under Part V (Heritage Conservation District) of the *Ontario Heritage Act*

Typically, grant applications will be considered concurrently to a **Heritage Permit Application** for physical work being done to a heritage property. Staff will also assist applications in determining eligibility through the application process.

A Heritage Grant Application that is applied for concurrently with a Heritage Permit Application will require the approval of the Heritage Permit Application and work is to be done and inspected to ensure alignment with the approved drawings and appropriate craftsmanship.

The Heritage Permit process ensures that proposed work is appropriate for heritage conservation, meaning that the reasons for which the property was designated are not diminished, and its integrity is upheld.



Eligible Projects

Work that is Eligible for a Grant includes but is not necessarily limited to:

- Work that enhances the façade of the heritage property, which is a main priority of this program;
- Work that restores documented heritage attributes that have been lost;
- Work that preserves, restores, re-uses/ salvages or enhances specific heritage/ architectural attributes;
- Work necessary to restore structural soundness, as appropriate;
- Brick restoration and masonry upkeep;
- Original window or door repair;
- The preparation of technical studies, including but not limited to heritage impact assessments, conservation plans or historical and photo documentation
- Special cases as determined by staff, the Heritage Advisory Committee, and Council, such as the removal of graffiti. In these specific cases a Heritage Permit Application may not be required.

Ineligible Projects

Ineligible projects that are not covered by the Heritage Grant Program include:

- Routine building maintenance
- Non-heritage building work, such as the replacement of shingles or lighting
- Interior work (unless interior elements are specifically defined as heritage attributes in the property designation by-law)
- New windows that replace repairable original windows
- Landscaping and related maintenance (unless landscape features are defined as heritage attributes in the property by-law).

Staff and the Town's Heritage Advisory Committee will review all applications, and priority is intended to be given to works that involve façade improvements and contribute positively to the public realm. Council retains ultimate authority on the eligibility of works and the approval of any grant funding.



Grant Funding Structure

The level of funding awarded to a project is determined at the sole discretion of Council, after review and recommendation by staff and the Heritage Advisory Committee.

As detailed under the “**Application Process**” section, all applications and works are required to provide at **least two quotes** for review and obtain successful Heritage Permit Application approval where required.

Approved applications undertaking works **below the grant amount** will see **the full costs of the project covered**, and the remaining difference will be retained back to the grant funding pool. If the project costs exceed the grant level amount, the applicant will receive the full grant amount and be responsible for covering the remaining difference between project costs and grant amount.





Grants are to be provided once the project is completed and done to a standard deemed sufficient by Town staff and the Heritage Advisory Committee. Upon completion of the work, staff and the Heritage Advisory Committee will inspect as required. Work done in a poor or defective manner or contrary to the conditions of a heritage permit and grant approval will not be funded.

Currently, the Heritage Grant Program has the following funding categories. The appropriate category will be determined as part of the review process of the grant application. There is a **yearly overall cap of grant funding available set at \$30,000.**

01

Major Works

Up to \$10,000

Comprehensive façade restorations and enhancements.

Structural improvements.

Comprehensive repairs of significant major original architectural elements such as masonry or porches.

02

Moderate Works

Up to \$5,000

Repair of original windows or doors.

Reconstruction of lost architectural features.

Repair of other individual architectural elements, such as trim.

03

Minor Works

Up to \$1,000

Graffiti removal.

Technical studies or historic documentation.

Upkeep of heritage-specific features, at the discretion of the review process.



Eligible Applicants

The owner or the lessee of a designated heritage property may apply for the grant.

In the case that the applicant is the leasing tenant, they must provide documentation of the property owner's consent to the proposed work. The documentation may be a written document of the property owner's agreement to the proposed work or an agreement within the lease indicating that the tenant has the authority to undertake repairs and or renovations.

Grant funding will not be provided for any property owner that is in arrears or default on any municipal taxes and the existing use of the property must be in accordance with applicable Zoning By-law regulations and other relevant planning controls.

Funding for eligible applications will be awarded on a **first-come-first-served basis**, and the Town in their sole discretion reserves the right to set a cap on the number of grants awarded, and which applications are prioritized.

Property owners of multiple properties are eligible to apply for **only one grant each year**. Individual properties may only receive **one grant every five years**. In exceptional circumstances, Council, in consultation with the Heritage Advisory Committee, can choose to award additional grant opportunities.



Application Process and Information

Individuals seeking to apply for the Heritage Grant Program are encouraged to consult with Planning staff early in the process.

Pre-consultation is available to anyone who wants to discuss the proposed work before submitting a Heritage Permit Application Form and/or a Heritage Grant Program Application Form. The pre-consultation will help determine eligibility, avoid delays, and determine if a Heritage Permit is necessary.

The application for the Heritage Grant Program is typically received in tandem with the Heritage Permit Application to alter a designated property. To be considered for the Heritage Grant Program, the applicant **must submit at least two cost estimates** along with a completed Heritage Grant Program application form (see attached).

Throughout the Heritage Permit review process, Town staff, the Heritage Advisory Committee, and Council will carefully consider the applicability and eligibility of the Heritage Grant Program opportunity, with a priority being given to works that improve façades and elements visible from the public realm. Ultimate approval authority remains with the Town.

The Heritage Grant Program is not applicable to retroactive projects.

APPLICATION PROCESS FLOWCHART



01

Pre-consultation and Gathering Materials

Consult with the Town staff to determine eligibility for the Heritage Grant Program and whether the proposed work requires a Heritage Permit. Following that, complete and gather all necessary materials for your proposed work.



02

Submit Application

Submit the completed applications (Heritage Permit and Grant).



03

Heritage Advisory Committee

Attend the Heritage Advisory Committee meeting for a review of your application.



04

Council Meeting

Attend the Council meeting for approval of your Heritage Permit and/or Grant application.



05

Building Permit Application

Apply for the necessary building permits to conduct the proposed work.



06

Complete Project and Inspection

Complete the project and schedule an inspection to ensure adherence to the submitted proposal and that it meets the standard of quality expected.



07

Recieve Grant

Grant will be released upon approval of the inspection.

The requirements of a Heritage Permit Application to be reviewed alongside the Heritage Grant Application may include:

- Site Plans;
- Drawing/Sketches;
- Elevations;
- Architectural or Engineering Plans;
- Heritage Impact Assessment; and
- Photographs (Historic and/or Recent).

In addition to the Heritage Permit application materials, the Heritage Grant Program requires the following:

- At least two (2) cost estimates for the proposed work are to be provided by independent professional/licensed contractors other than the owner.

Figure one: Application process



Additional Conditions for Approval

In addition to meeting the eligibility requirements, grant approval also rests on the following conditions:

- A Heritage Permit being applied for as required and approved.
- All required planning and building code approvals being granted as required.
- The work commences after applying for the grant and receiving approval from Council as well as approval for any related building permits or planning approvals. All work will be subject to final inspection by staff and the Heritage Advisory Committee as required, prior to receiving any grant funding.

The improvements must comply with the estimates provided at the time of the application. Town staff may visit and inspect the site to ensure the work has been completed in conformity with the grant approval conditions and provided drawings.

Special Cases

In the case of the proposed project not requiring a Heritage Permit, applicants may still be eligible to apply for the Heritage Grant Program. Examples include minor works or the removal of graffiti. Applicants are encouraged to pre-consult with staff to review the proposed work and required application process. Even without a Heritage Permit Application, approval of grant funding still requires the review and approval of the Heritage Advisory Committee and Council.



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Heritage Grant Program 2025

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