

Town of Aurora

Heritage Grant Program

2025

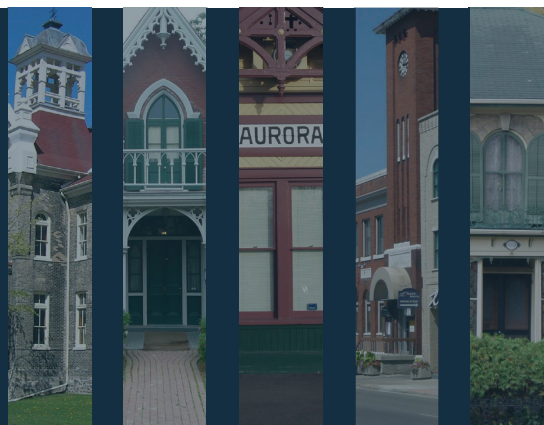


Table of Contents

About the Grant 2
Grant Details 3
Eligible Projects 4
Ineligible Projects 4
Funding Structure 5
Eligible Applicants 7
Application Process and Information 8
Special Cases 10
Additional Conditions for Grant Approval 10



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, **and**
- 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 preserves, restores, re-uses/salvages or 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 feature, 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.

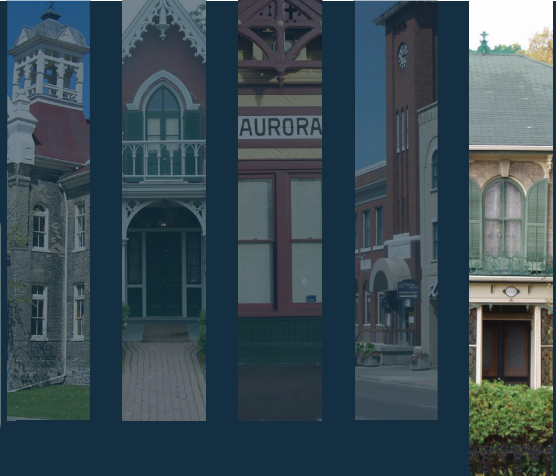
Pre-consultation is available to anyone who wants to discuss the proposed work before submitting a Heritage Permit Application Form and/or a Heritage Grant Program Application Form. The pre-consultation will help determine eligibility, avoid delays, and determine if a Heritage Permit is necessary.

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.

Successful applicants will be required to enter into an agreement with the Town with respect to funding and will be subject to the terms of the Heritage Grant Program.

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.



Heritage Grant Program 2025

Mayor Tom Mrakas

Councillor Ron Weese
Councillor Rachel Gilliland
Councillor Wendy Gaertner
Councillor Michael Thompson
Councillor John Gallo
Councillor Harold Kim

The Town of Aurora Heritage Advisory Committee: Bob McRoberts, John Green, David Heard, Cynthia Bettio, Kevin Hughes, Rocco Morsillo

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Town of Aurora
Planning and Development Services

Heritage Grant Program Application Form

The Heritage Grant Program offers financial support to owners of cultural heritage properties, designated under Part IV or Part V of the *Ontario Heritage Act*, in their efforts for the conservation or restoration of a property's heritage specific attributes. The Program incentivizes designated heritage property owners to sustain and protect Aurora's cultural heritage assets for the long-term. For full details, please view the Heritage Grant Program Guidelines.

Successful applicants will be required to enter into an agreement with the Town with respect to funding and will be subject to the terms of the Heritage Grant Program. Release of the funding is subject to the completion of the proposed work to the satisfaction of the Town.

Applicant Information				
<i>Under this section, please include the information about the applicant.</i>				
Applicant Name				
Address				
Municipality		Province/Territory		Postal Code
Email				
Phone				
Are you the Property Owner?	Yes	<input type="radio"/>	No	<input type="radio"/>
If you are not the property owner, please indicate the property owner information below:				
Name of Property Owner				
Address				
Municipality		Province/Territory		Postal Code
Email				
Phone				
Heritage Property Information				
<i>Under this section, please provide information on the heritage property in which the Grant will be applicable to.</i>				
Address				
Municipality		Province/Territory		Postal Code
Property Main Use	Residential	<input type="radio"/>		
	Commercial	<input type="radio"/>		



Town of Aurora
 Planning and Development Services

Heritage Grant Program Application Form

Designation	Part IV <input type="radio"/>
	Part V <input type="radio"/>

Cost and Conservation Project

Under this section, please provide information on the work or project that will be done to the heritage property. Along with a description, please provide cost estimates provided by contractors that may be completing the work.

Description of Project			
Cost Estimates <i>(you do not need to provide two different contractors if not possible)</i>	Contractor name		Estimate
	Contractor name		Estimate
Type of Work	Major <input type="radio"/>	Moderate <input type="radio"/>	Minor <input type="radio"/>

Signature

Signature of Applicant <i>(if you are both the applicant and property owner, please sign the property owner section)</i>	
Signature of Property Owner	
Date	

Personal information on this application form is collected under the authority of section 107 of the *Municipal Act, 2001 S.O. 2001, C.25* and *Ontario Heritage Act, 2005, s39*. The Town of Aurora will use the information for the evaluation and to determine the eligibility for the Aurora Heritage Grant Program. Questions about this collection can be directed to the Policy Planning and Heritage Division, 100 John West Way, Aurora, ON, L4G 0R3 or by telephone at 905-726-4700.



Town of Aurora
 Planning and Development Services
**Heritage Grant Program Application
 Checklist**

This checklist is provided to assist the applicant in completing the Heritage Grant Program application with minimal delay due to inadequate information.

For applicants that are applying both to the Heritage Permit and the Grant, please note that the Heritage Permit Application must be submitted in such a way that it provides a clear indication of the nature of the proposed work in detail. It must also be accompanied by visual representations which demonstrate any proposed work.

Heritage Grant Program Application Checklist		
<input type="radio"/> Included	<input type="radio"/> Not Included	Site Plan(s)
<input type="radio"/> Included	<input type="radio"/> Not Included	Drawings(s)/sketches(s)
<input type="radio"/> Included	<input type="radio"/> Not Included	Contractor/engineer elevation(s)
<input type="radio"/> Included	<input type="radio"/> Not Included	Historic/current photograph(s)
<input type="radio"/> Included	<input type="radio"/> Not Included	Contractors cost estimates
<input type="radio"/> Included	<input type="radio"/> Not Included	Consent from property owner
<input type="radio"/> Included	<input type="radio"/> Not Included	Heritage Permit Application Form
<input type="radio"/> Included	Heritage Grant Program Application Form	
<input type="radio"/> Included	Description of the proposed work	
Additional Information		
<i>If certain application materials are not included, please feel free to use the space below to provide information on why the item was omitted.</i>		