

Town of Carberry Heritage Grant Program

Guidelines

This grant program is open to Town of Carberry Heritage District* building owners and is managed by the Municipal Heritage Advisory Committee. Projects will be approved based on eligibility and the order in which the applications were received. The projects must be pre-approved prior to work beginning. Building owners are eligible to receive this grant every two calendar years however they may be considered more frequently if there are no other applicants for the current year's budget. Preference will be given to owners who have not yet received funds through our grant program. Applications must be received by the committee by April 30, 2009.

* The Town of Carberry Heritage District is located on Main Street and this area is Zoned "CC" - Downtown Commercial under Part V of Town of Carberry Zoning By-Law No. 1977 and as such any applications through the Heritage Grant will require any repairs/renovations to be compliant with both the "Use" and "Bulk" sections of the By-Law as regards this type of Zoned District. Also although we have sign requirements through the Heritage Guidelines, any sign will also have to meet the requirements of Part V, Section 8(9)(a) of the By-Law.

Project Eligibility

First consideration will be given to street front improvement projects of all natures, followed by overall building structure repairs, and then cosmetic and public area interior repairs. Projects that will be considered are:

- Signage
- Lighting
- Awnings
- Building facade
- Windows
- Doors
- Foundation and structural repairs
- Roof repairs

Please note that all repairs must be done in keeping with our heritage district design guidelines. For details on these guidelines, please contact the EDO at edo@townofcarberry.ca or at 122 Main Street.

All work is to comply with the Manitoba Building and Plumbing Code, and with Town of Carberry Zoning By-Law No. 1977. Where required any permit is to be obtained from the appropriate agency and work is to be performed by qualified personal.

The general policy of the Cypress Planning District as regards maintenance and cosmetic repairs is that neither a Development Permit nor a Building Permit is required. This would cover a wide variety of items including painting; siding; flooring; millwork; cabinets (no plumbing changes); shingles or roof **surface** repairs; any minor non-structural architectural additions; replacement/repair of doors and windows providing the size remains the same and there are no structural changes. In situations where there are structural repairs required or structural alterations proposed, usually a Building Permit will be required

and depending on the scope/complexity of the repair the Development Officer may require an Engineers report and Inspection as part of the permit process. Plumbing Permits will also be required if there is any major alteration to the plumbing system. Please be aware that if there are any electrical changes made, the building owner will be responsible to ensure that appropriate permits are in place.

Grant Value

The value of this grant is 50% of project costs (materials and labour) to a maximum of \$2,000.00 per building application. The committee has a finite dollar amount to give to eligible projects.

The committee recognizes that in many cases, repairs are completed by the owners to save on the cost of the project. Owners may claim their own labour towards the project costs. A detailed record of hours must be submitted on project completion at a standard rate of \$15.00 per hour. The committee will assess the hours claimed based on the type of project and material costs.

Application Process

Owners will be required to complete the attached application form as well as providing the committee with photographs of the current building areas to be improved. Applications must be received by the committee by April 30, 2009.

Completion Process

Owners will also be required to provide the committee with photographs after the completion of the project. These photos will act as record for our files. The committee may also choose to send members for a (follow up) visit during work, or upon completion. Projects must be completed by the project completion date indicated by the committee upon application approval. Building owners may apply to the committee for a deadline extension in the case of unforeseen circumstances related to the project.

Estimated Labour Cost:

Please provide an estimate of labour time involved and the cost associated with such. Please also provide an estimate of the owner's involvement in this project.

Total Estimated Project Cost: _____

Applicant Signature: _____ Date: _____

Signature of Receipt by EDO: _____ Date: _____

Project Approved by Committee:

Yes No Date _____
Committee Member Initials

Project Completion Date: _____