



THE CITY OF DAWSON

Box 308 Dawson City, YT Y0B 1G0
PH: 867-993-7400 FAX: 867-993-7434
www.cityofdawson.ca

HERITAGE INCENTIVE PROGRAM INTAKE FORM

APPLICATION DEADLINE: APRIL 15 OF EACH YEAR

BACKGROUND AND OBJECTIVES OF THE PROGRAM

In recognition that many of the City of Dawson's Historic Resources are privately owned, the Heritage Fund was established to assist with restoration, enhancement or renovation of Municipal Historic Sites and sites listed on the Heritage Inventory through the provision of financial assistance. The program is available to private projects.

DEFINITIONS

Historic Resource: a historic site, historic object, or any work or assembly of works of nature or human endeavor listed in the Yukon Historic Sites Inventory

Municipal Historic Site: an area or place, parcel of land, building or structure, or the exterior or interior portion of a building or structure that is by itself, or by reason of containing a historic resource, designated by Council as a Municipal Historic Site.

INCENTIVE TIERS

The program consists of two tiers of incentives:

- Tier I Incentive- Owners or lessees of a Municipal Historic Site are eligible for this tier. This incentive constitutes up to 50% of an eligible project to a maximum of \$10,000.
- Tier II Incentive- Owners or lessees of a non-designated Historic Resource are eligible for this tier. This incentive constitutes up to 50% of an eligible project to a maximum of \$5,000.

Receipt of an incentive through another funding opportunity does not change the eligibility of a project under this program.

ELIGIBILITY CRITERIA

Eligible restoration, enhancement or renovation costs for Tier I and II incentives include the following:

- Repair or replacement of roofs or foundations
- Stabilization and/or installation of additional bracing
- Returning the exterior to its original appearance as per photographic evidence or other research as appropriate
- Alterations that bring a structure into compliance with current bylaws in order to resolve a legal non-conforming status but do not impact the heritage values or character defining elements
- Sealing to weather
- Repair or reproduction of doors and windows
- Painting, where it can be demonstrated as a conservation activity
- Interpretive signage and/or other publicly available interpretive media
- Procurement of materials to undertake any of these projects
- Procurement of skilled labour to undertake any of these projects.

Non eligible projects include the following:

- Projects that have already commenced or are already complete
- Restoration or redevelopment that does not conform with the *Zoning Bylaw*, *Heritage Management Plan*, *Design Guidelines for Historic Dawson*, and the *Standards and Guidelines for the Conservation of Historic Places in Canada*. Exceptions may be made for structures that are legally non-conforming
- Cyclical repair such as cosmetic repainting and landscaping
- Projects on properties that have received funding under this program within the last five (5) calendar years
- Projects on properties with outstanding property tax or compliance infractions with respect to any municipal bylaw.
- Private purchase of land or structures
- Projects where the government is the applicant



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APPLICANT INFORMATION

APPLICANT NAME(S): _____

MAILING ADDRESS: _____ POSTAL CODE: _____

EMAIL: _____ PHONE #: _____

OWNER INFORMATION (IF DIFFERENT FROM APPLICANT)

OWNER NAME(S): _____

MAILING ADDRESS: _____ POSTAL CODE: _____

EMAIL: _____ PHONE #: _____

PROPERTY INFORMATION

CIVIC ADDRESS: _____ VALUE OF DEVELOPMENT: _____

LEGAL DESCRIPTION: LOT(S) _____ BLOCK _____ ESTATE _____ PLAN# _____

MUNICIPAL HISTORIC SITE ID # _____ YUKON HISTORIC SITES ID # _____

PROJECT PROPOSAL (PLEASE ATTACH ADDITIONAL INFORMATION IF REQUIRED)

PROPOSED DEVELOPMENT: Please provide a brief description of the proposed development.

RATIONALE: Please provide rationale for undertaking the project. Please add additional pages if necessary.



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CURRENT STATE: Please describe the current state of the structure/site. Please add additional pages if necessary.

(PHOTOGRAPHS FOR THIS SECTION ARE REQUIRED TO BE ATTACHED AS AN APPENDIX).

HERITAGE VALUE: How will this project advance the goals of the *Heritage Management Plan*? How will the project preserve the heritage value and/or the character defining elements of the site? Please add additional pages if necessary.

BROADER IMPACTS: How will the project extend the life of the site? How will the project provide heritage value to the broader community? Please add additional pages if necessary.



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PROJECT TIMELINE: Please describe the project timeline and anticipated workplan. Please add additional pages if necessary.

PROJECT BUDGET: Please describe the project budget, including information on your ability to finance the project and details on proposed outside funding sources. Please add additional pages if necessary.

ADDITIONAL REQUIREMENTS:

- Detailed drawing showing compliance with the *Zoning Bylaw, Heritage Management Plan, Design Guidelines for Historic Dawson, and Standards and Guidelines for the Conservation of Historic Places in Canada*
- Historic evidence of the site/structure's original use and features, such as historic photos or museum records
- Written approval from the registered owner of the site (if you are not the owner)



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DECLARATION

- I/WE hereby make application for the Heritage Incentive Program under the provisions of the City of Dawson Heritage Bylaw #2019-04 and the Reserve Fund Bylaw #93-32 and in accordance with the plans and supporting information submitted and attached which form part of this application.
- I/WE have reviewed all of the information supplied to the City of Dawson with respect to an application for the Heritage Incentive Program and it is true and accurate to the best of my/our knowledge and belief.
- I/WE understand that the City of Dawson will rely on this information in its evaluation of my/our application and that any decision made by the City of Dawson on inaccurate information may be rescinded at any time.
- I/WE hereby give my/our consent to allow Council or a person appointed by its right to enter the above land and/or building(s) with respect to this application only.

I/WE HAVE CAREFULLY READ THIS DECLARATION BEFORE SIGNING IT.

DATE SIGNED

SIGNATURE OF APPLICANT(S)

DATE SIGNED

SIGNATURE OF OWNER(S)

ASSESSMENT CRITERIA

Applications for a heritage incentive will be assessed against the following criteria:

- Whether the application is for a Tier I or II incentive, with Tier I being the highest weighted incentive
- The degree of deterioration and necessity of restoration
- The financial and technical ability of the applicant to complete the work
- Ability of the applicant to access other funding for the project
- The clarity, accuracy, and credibility of the project proposal
- The degree of benefit to the heritage integrity of the site
- The degree of community benefit

Demonstration of commitment to using design features, materials, and styles that meet the *Design Guidelines for Historic Dawson* and the *Standards and Guidelines for the Conservation of Historic Places in Canada*



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ADDITIONAL INFORMATION

1. Applicants may, upon request to the Development Officer, speak as a delegate to HAC to explain and get feedback on their proposal prior to formal submission of an application for a Heritage Incentive.
2. Council shall, upon the recommendation of HAC, determine by resolution whether an application, or any part thereof, should be:
 - (a) Fully approved;
 - (b) Partially approved;
 - (c) Approved with additional conditions; or
 - (d) Denied.
3. Successful applications will be required to enter into a Contribution Agreement with the City of Dawson, detailing at minimum, the following conditions:
 - (a) The proposed project shall not commence until the proponent has obtained a valid development permit and/or historic resources permit, as applicable.
 - (b) Funds will be released upon the completion of the project based on a site visit conducted by the Development Officer to confirm that the work has been completed to the specifications detailed in the plans submitted;
 - (c) Confirmation that any applicable territorial permits have been approved and closed;
 - (d) The applicant must remain in compliance with all relevant municipal and territorial legislation;
 - (e) The Contribution Agreement may be terminated if, in the opinion of the City of Dawson, the applicant fails to comply with any conditions of the Agreement;
 - (f) Any project-specific conditions as identified by the Development Officer, HAC, or Council.