

CORPORATION OF THE TOWN OF PETROLIA

BY-LAW NUMBER 30 1997

A BY-LAW OF THE CORPORATION OF THE TOWN OF PETROLIA TO ADOPT THE HERITAGE FACADE RESTORATION GRANT GUIDELINES.

WHEREAS the Heritage Committee have approved the Heritage District Facade Restoration Grant Guidelines;

AND WHEREAS Petrolia Town Council has adopted the Strategic Master Plan as a vision of what our Community should be and is available for review at the Petrolia Municipal Offices;

AND WHEREAS the downtown core is rich in character with traditional and authentic detailing. And some of this has been lost through the passage of time and these features must be restored to provide an improved image for the downtown.

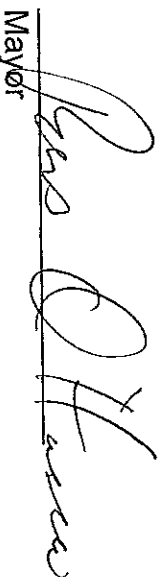
NOW THEREFORE BE IT RESOLVED that if facade improvements are carried out according to the Victoria Theme the character and image of downtown Petrolia will improve. And to assist merchants and property owners with restoration work the Petrolia Heritage Committee has implemented the Heritage District Facade Restoration Grant Program.

NOW THEREFORE the Municipal Council of the Corporation of the Town of Petrolia Hereby Enacts as Follows:

1. That the Mayor and Administrator Clerk be authorized to sign the By-Law approving the Heritage District Facade Restoration Grant Guidelines within the Corporation of the Town of Petrolia.
2. "Schedule A and B shall be considered to form part of this By-Law.
3. That By-Laws #51-1996 and 81-1996 be hereby rescinded.
4. By-Law to come into force and effect upon the final passing thereof.

By-Law Read a First, Second and Third Time and Finally

Passed this 14th day of April 1997.

  
Mayor

  
Administrator Clerk

## SCHEDULE 'A'

### HERITAGE DISTRICT FACADE RESTORATION GRANT GUIDELINES

#### Eligible Properties

The Heritage District encompasses buildings on the north side of Petrolia Line from Centre Street east to Tank Street and from King Street east to Oil Street on the south side of the Petrolia Line. Any commercial and/or industrial buildings within this Heritage District are eligible to apply for a Facade Restoration Grant.

#### Eligible Projects

Work that conserves and restores the historic facade of a building is eligible for grant assistance. The main intent of this work is to ensure the integrity of the facade and to conserve its heritage value. Eligible work falls into three general categories:

- 1) conservation/repair of existing building elements.  
This would include repair of deteriorated original elements such as doors and windows, siding and other significant features on the building facade.
- 2) reconstruction of architectural features which still exist, but which are beyond conservation or repair.
- 3) restoration of architectural features which have been lost, but where the appearance can be clearly determined from documentary sources.

More specifically, eligible projects may include the repair, reconstruction or restoration of significant features such as:

- doors, windows
- historically significant siding
- veranda
- shop fronts
- cupolas, towers
- barge board or other decorative trim
- exterior paint colours as specified in the Master Plan
- any other features important to the overall composition of the structure

Among projects which grant assistance is not available;

- work on modern additions
- modern doors and windows, unless appropriate replicas of the original are used
- double glazing of original historic windows
- modern eavestroughing or rainwater leaders
- the insulation of historic buildings
- interior work
- short term maintenance
- landscaping
- parging

Explanatory Notes

Repair, Repointing and Cleaning of Masonry  
Masonry work is eligible only if the materials and methods used will not cause harm to the historic masonry.

In repair and repointing work, relatively soft lime mortars MUST be used. All cement content must be white cement, to avoid introducing harmful salts. Repointed areas are to match the historic mortar in colour, texture, joint width and profile. Old, defective mortars are to be cut out using hand tools only, except that power saws or discs may be used for partial cutting out of hard cement mortars, to a maximum of half the joint width.

Masonry work using non-reversible materials such as epoxies is not eligible. Application of water repellent coatings is not eligible.

Cleaning of a masonry building may be eligible if it is necessary for the buildings preservation, and if it is carried out using suitable materials, methods and pressures. Under no circumstances will grants be paid for sandblasting.

If there is a doubt about the specific type of masonry work, applicants should contact the Heritage Committee.

Award of a Grant

Grants will be available for up to ~~75%~~<sup>50%</sup> of material costs and up to 50% of labour costs.

Grants are given in recognition of the higher costs inherent in the preservation of heritage buildings when good conservation practices are followed. Grant aided work must, therefore, be carried out to high standards.

The required type of work will be determined before the work begins, and will be defined in the project drawings and specifications which are reviewed and approved by the Heritage Committee. Grant assistance will not be provided for work which does not comply with the approved drawings and specifications.

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It is the hope of the Heritage Committee that building owners who receive grant money will designate their historic building.

If you are interested in designation the Heritage Committee now covers any costs involved in the process and a Heritage Committee member would be available to assist you with the necessary paperwork.

Thank you for your participation in the Heritage District Facade Restoration Program.

## SCHEDULE B

### PETROLIA HERITAGE COMMITTEE FACADE IMPROVEMENT PROGRAM

#### Grant Application Policy

I (We) the undersigned, agree to participation in the Facade Improvement Program of Petrolia in accordance with the policies of the Heritage Committee as set out below:

1. Develop and submit a draft project plan Referral to the Strategic Master Plan is strongly recommended.
2. No work is to commence until at least two estimates have been submitted to the Committee for review and approval.
3. I (We) are responsible for full (100%) payment for renovation work including all labour and material costs, taxes etc.
4. Payments from the Heritage Committee are to be in the form of reimbursements only and will not exceed ~~75%~~ 50% of material costs and 50% of labour. Invoices submitted directly to the committee will not be accepted.
5. Reimbursement for any cost overruns will not be entertained, unless written documentation can be provided to a) justify the reason for the overrun, b) explain why the need for additional capital was not foreseen in the original estimate and c) the Heritage Committee approves funds available.
6. Grant awards will be solely at the discretion of the Heritage Committee.
7. Work must be guaranteed and completed by approved contractors.
8. Grant awards will include applicable taxes.
9. Submit final plan with estimates for approval to the Municipal Offices in Victoria Hall.
10. It is the Policy of Heritage Committee that Facade Restoration will be based on a complete project and not be on a piece to piece fashion.
11. That all facade work completed in the Heritage District require a Heritage District Permit approved by the Town of Petrolia with the Petrolia Heritage Committee consideration.

### PETROLIA HERITAGE COMMITTEE FACADE IMPROVEMENT PROGRAM

It is the mandate of the Heritage Committee to assist business owners to restore the building facades of downtown Petrolia in harmony with the Victorian Oil Heritage theme. Comprehensive aesthetic guidelines for renovation work may be found in the Strategic Master Plan as adopted by the Town of Petrolia in 1994. Those building owners who are considering applying for grant assistance are urged to consult the Plan (copies of which are available at the Town Hall) in formulating their proposals.

## APPLICATION PROCEDURE

1. Develop a tentative working plan
2. Submit a draft of the plan to the Heritage Committee for preliminary consultation and approval.
3. Obtain two comprehensive estimates with details of guarantees, material specifications, time frame for the project, etc.
4. Submit final plan with estimates for approval to the Municipal Offices in Victoria Hall.

For further information call: