



# Heritage House Grant Program, Policy, and Guidelines

Updated May 2025

## CONTENTS

1. Heritage House Grants Program
2. Heritage House Grant Funding Policy
3. Heritage House Grant Guidelines
  - a. Eligibility
  - b. Grant Funding
  - c. Grant Timing
  - d. Eligible Projects
  - e. Ineligible Projects



## HERITAGE HOUSE GRANT PROGRAM

The Heritage House Grants Programs supports projects that maintain, repair, rehabilitate or restore the character- defining elements of the house. It assists owners with grants for apportion of the costs incurred in appropriate restoration and rehabilitation work. Projects must follow the Standards and Guidelines for the Conservation of Historic Places in Canada, a manual for heritage conservation best practices.

Heritage House Grant availability is contingent upon the Saanich Heritage Foundation (SHF) receiving its annual funding from the Municipality of Saanich. The Heritage House Grant Program is administered by the SHF on the Municipality's behalf.

***Note: The Policy and the Guidelines set out the types of restoration projects eligible for a Heritage Grant. Owners are free to carry out other types of restoration projects at their own expense. Owners may not however, alter the exterior of a building, make a structural change to a building, or construct an addition to a building, without a Heritage Alteration Permit.***

## HERITAGE HOUSE GRANT FUNDING POLICY

1. Funding is available in the form of grants for the restoration and upkeep of heritage **designated** structures.
2. Funding awards are at the discretion of the Saanich Heritage Foundation (SHF) committee.
3. Funding is determined on a case by case basis, with priority given to private individuals.
4. Decisions regarding funding awards are based on priority requirements (i.e. roof and foundation before gutters and paint), condition of heritage structure, and value to the community, long-term viability and visibility factor.
5. Decisions regarding funding awards are subject to available funds.
6. As a grant recipient, photographs of your project may be published as examples of successfully completed restorations.



## HERITAGE HOUSE GRANT GUIDELINES

### Eligibility

As a homeowner of a Designated Heritage house in the Municipality of Saanich, you may be eligible for a grant to assist with the cost of preserving and/or rehabilitating the exterior of your house (or designated interior features) if:

- The house or outbuilding was originally built as a single family or duplex residence;
- The house or outbuilding is owned by:
  - Private Owner
    - Individual(s)
    - Strata Corporation
  - Registered non-profit society or charity
  - Authorized agent of a site, with written permission from the site owner
- The house or outbuilding has received Heritage Designation by the Municipality of Saanich;
- The Heritage Designation plaque is prominently displayed on the exterior of your house or outbuilding.
- The house or outbuilding is covered by adequate Homeowner and General Liability insurance;
- The property taxes are not in arrears;
- The Homeowner is not involved in any ongoing or pending zoning or bylaw infractions; and

### Grant Funding

- Grants will cover up to 40% of eligible project costs to a maximum of \$10,000 per year per designated building.
- Grant funds for any one designated building will normally be limited to a total of \$30,000 over a ten-year period
- The percentage and maximum amount are subject to change depending on the number of applications received and program budget



## Grant Timing

- The deadline for grant applications is **April 30** of each calendar year, and must include a completed application and all supporting documentation.
- There may be a second intake of applications on **September 15**, if additional funds are available (please contact the SHF for confirmation prior to submitting).

## Eligible Projects

Eligible projects may include but are not limited to:

- Structural work, such as foundation repair
- Repair of deteriorated original significant features including windows, doors, masonry
- Roofing (once per 25 years)
- Exterior painting in historically accurate colours/scheme, such as shown in the [Vancouver Heritage Foundation True Colours palette](#) (for homes built 1880s – 1920s) or other appropriate historical paint colours.
- Repair of wood windows
- Installation/replacement of new wood windows where they have previously been lost or no longer can be repaired
- Installation/replacement of wood storm windows
- Reinstating missing character-defining elements, as indicated by documented or photographic evidence. Examples include decorative brackets; ridge cresting; finials; bay window, verandah details

## Ineligible Projects

Projects NOT eligible may include but are not limited to:

- Inappropriate conservation, repair, replacement, or maintenance of original historic materials or features with new materials or construction for example, the unnecessary replacement of original wood windows or the replacement of deteriorated windows with new metal or vinyl windows.
- Work on existing features that are not regarded as having heritage value
- Work deemed routine maintenance such as gutter cleaning, moss removal, repair of broken steps, touch-up painting
- Hazardous materials remediation, unless as a component of a larger, eligible, project



- Work of a non-historic nature such as the introduction of new features (skylights, etc.)
- Work related to energy efficiency (heat pumps, solar panels, insulation, etc.)
- Planning costs, feasibility studies, cost estimates or permit fees
- Interior elements that do not have heritage designation on the Saanich Heritage Register
- Archaeological work, including Archaeological Impact Assessments
- Work that was commenced prior to approval of a grant application
- Work that does not comply with the specific approved grant project scope
- Work not completed within the required timeline (unless an extension request has been granted)
- Work that is not of a standard or authenticity acceptable to SHF
- Additions or new construction