



City of Whitehorse

Heritage Restoration Incentive: Application Form

Please read the *Heritage Restoration Incentive Policy* (Resolution 2013-10-08) online at www.whitehorse.ca/heritage and discuss your application with the Planning Services Department prior to submitting. Completed applications can be mailed to City Hall at 2121 Second Avenue, Y1A 1C2. The deadline is **April 1st, at 4:30 p.m.** of each year.

1.0 Location

a) Site name:
b) Site address/location:
c) Name of owner:
d) Mailing address of owner:
e) Phone number of owner:
f) Name of applicant (if applying on behalf of owner):
g) Mailing address of applicant:
h) Phone number of applicant:

2.0 History

a) Summarize the historical significance of site:

3.0 Proposal

3.1 Project Summary

a) Provide a brief description of work to be done (continue on separate sheets if required):

b) Start date:
c) Completion date:
d) Rationale for project:

3.2 Project Goals

a) List the short and long term goals of the project:
b) Describe the heritage benefits expected to be achieved:
c) Describe how achievement of goals will be measured:

3.3 Importance of Project

a) Local/global context:
b) Explain how project will extend the life of the site:

3.4 Integrity and Respect

a) Describe how the historic integrity of the site will be respected:

4.0 Documentation

a) Please check to indicate that the following documentation is attached:

- Appendix A – Listing all elements of the site with a detailed cost breakdown for each element
- Written authorization from owner to carry out project
- Certificate of status (required if applicant is an organization)
- Historic documentation
- Applicable building permits
- Letters of recommendation (optional)
- Contractor estimates
- Plans and specifications

5.0 Understanding

I, the undersigned, being the owner, certify that:

1. I have read and understood the City of Whitehorse Heritage Restoration Incentive Policy
2. The above and any appended information is accurate to the best of my knowledge
3. Reasonable public access to the site will not be denied or restricted
4. The taxes on the above property are not in arrears
5. This document does not constitute a contractual obligation on the City of Whitehorse
6. An Accountability Statement will be submitted to the Planning Services Department by **March 1st** of the following calendar year
7. A contribution agreement will be signed prior to the receipt of funds
8. I understand that the City of Whitehorse may request additional information as deemed necessary

Owner's Signature:

Date:

Applicant's Signature:

Date: