

## **Heritage Incentive Program Q&A**

### ***What are the highlights of the new incentive program?***

- All eligible projects may have up to 50% of costs covered through ordinary municipal property tax exemptions for up to ten (10) years
- Sites used only for residential purposes may receive a graduated exemption, starting at 100% the first year and declining 10% every subsequent eligible year
- Other sites may receive a 100% exemption for every eligible year
- Minimum \$10,000.00 in eligible project costs per application
- Application must be granted conditional approval before proposed work can be completed
- First installment of property tax exemption will occur after final approval granted (e.g. work completed and passed final inspection)

### ***What do you mean by “ordinary municipal property tax exemption”?***

An exemption will apply only to the portion of your property taxes that are payable to the City of Brandon and determined through assessment of your property. Other charges such as school taxes, development levies and water charges are not included in the calculations of this program.

### ***What are the key differences between the new and old incentive programs?***

- More generous incentives that may be awarded
  - The old program was limited to a maximum of \$5,000.00 over ten (10) years, no matter how costly the approved project
- Tax exemption being applied directly on your property tax bill instead of mailing you a cheque in the fall
- Savings to property owner more substantial from the start of the program period
- Property owner able to recover project costs sooner

### ***Why is there a minimum eligible project cost of \$10,000.00 per application?***

The incentive program is meant to support more significant heritage conservation projects that typically are costlier, and to support the “premium” costs associated with materials and labour to restore heritage character elements compared to using contemporary methods. The minimum threshold also ensures costs to administer an application do not exceed the eligible incentive value.

### ***Can I include more than one heritage conservation project in an application?***

Yes, you can include more than one project on one Municipal Heritage Site in an application. For example, you can apply for an incentive to repoint brickwork and repaint a porch or verandah.

### ***I have a project that does not meet the \$10,000.00 project cost threshold. How can I still apply for the incentive?***

You can include more than one project on one Municipal Heritage Site in an application, as long as the total cost of these projects is at least \$10,000.00.

### ***I have done some work on my Municipal Heritage Site. Can I still apply for the incentive to recover those costs?***

No. You must apply for and obtain conditional approval of the heritage incentive before you can proceed with the proposed work.

**What must I include with my application?**

- Completed City of Brandon municipal heritage incentive application form
- Completed City of Brandon municipal heritage permit application form
- Plans and details showing your proposed work on the Municipal Heritage Site
- Other information as applicable, such as structural or building condition reports and photographs of areas of the building, structure or site affected by the proposed work

**Who approves a heritage incentive application?**

The City of Brandon Planning, Property & Buildings Department is the approving authority.

**What happens to my heritage incentive application after I submit it?**

If the application is complete, Planning, Property & Buildings will review the application to ensure the proposal meets all eligibility criteria. This includes but is not limited to

- No outstanding property taxes or other amounts owed to the City of Brandon
- Municipal Heritage Advisory Committee approving your associated municipal heritage permit application
- Planning, Property & Buildings issuing an associated building permit, where applicable

**My application received conditional approval. What does that mean?**

This means that your heritage incentive application is approved provided you satisfy conditions identified by Planning, Property & Buildings. Typical conditions include completion of your project in accordance with the approved municipal heritage permit and building permit, and a final inspection to verify such completion.

**When will you apply the first heritage incentive installment on my property taxes?**

If you receive final approval to your heritage incentive application before the end of March of a certain year, the first installment should apply on your property taxes of the same year. If you receive final approval to your heritage incentive application after the end of March, the first installment should apply on your property taxes of the following year.

**I received a letter that my heritage incentive was suspended or cancelled. Why is that?**

There are several reasons that we may suspend or cancel your heritage incentive. Reasons for suspension include but are not limited to as follows:

- Work is being done on the property that does not comply with applicable laws, by-law or regulations, such as the Heritage Conservation By-law
- The property no longer meets the eligibility criteria under which your application was first approved

The suspension may be lifted and the installments resumed if the outstanding issues are corrected.

Reasons for cancellation include but are not limited to as follows:

- The outstanding issues that triggered the suspension are not corrected within one (1) year or an alternate timeframe as agreed with Planning, Property & Buildings
- You sold or transferred ownership of your Municipal Heritage site to a new owner

**I have some more questions about the new program. How can I get more information?**

You can contact the Heritage Community Planner at 204-729-2115 or [heritage@brandon.ca](mailto:heritage@brandon.ca).