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Heritage Grant Application - Point-Based Evaluation Form

Property Address:
Contact Name:
Application Date:
Application Type: <input type="checkbox"/> Building Facade <input type="checkbox"/> Signage Only <input type="checkbox"/> Combined Application
Approved <input type="checkbox"/> Not Approved <input type="checkbox"/>
Grant Amount Approved
File Number:
Evaluators:
Date of Review:

BUILDING FACADE EVALUATION (Total: 100 Points)

Complete this section for facade improvement applications

1. Heritage Authenticity (40 Points) *This section evaluates how well the proposed improvements align with the historical character and architectural integrity of the building and district.*

1.1. Design Consistency with Historical Period (15 points) *Assesses whether the proposed design reflects the original architectural style and period-appropriate elements*

- ☐ Excellent: Design fully reflects original/period architecture (13-15 points)
- ☐ Good: Design mostly consistent with historical character (10-12 points)
- ☐ Fair: Some heritage design elements present (7-9 points)
- ☐ Poor: Limited heritage design consideration (0-6 points)

1.2. Materials Appropriateness (15 points) *Evaluates the selection of materials based on historical accuracy and compatibility with heritage buildings*

- ☐ Excellent: All materials are period-appropriate/traditional (13-15 points)
- ☐ Good: Most materials are heritage-compatible (10-12 points)
- ☐ Fair: Some appropriate materials used (7-9 points)
- ☐ Poor: Few or no appropriate materials (0-6 points)

1.3. Architectural Details & Features (10 points) *Reviews the attention to decorative elements, proportions, and architectural features that define the building's character*

- ☐ Excellent: Restores/enhances original architectural details (9-10 points)
- ☐ Good: Maintains existing heritage features (7-8 points)
- ☐ Fair: Some attention to architectural details (5-6 points)
- ☐ Poor: Little consideration for heritage details (0-4 points)

Heritage Authenticity Subtotal: ____ / 40

2. **Material Quality and Durability (30 Points)** *This section assesses the long-term value and sustainability of the proposed materials and construction methods.*

2.1. **Material Specifications (15 points)** *Evaluates the quality, durability, and appropriateness of specified materials for heritage building restoration*

- ☐ Excellent: High-quality, long-lasting materials specified (13-15 points)
- ☐ Good: Quality materials with good longevity (10-12 points)
- ☐ Fair: Adequate material quality (7-9 points)
- ☐ Poor: Low-quality or inappropriate materials (0-6 points)

2.2. **Construction Methods (10 points)** *Reviews the proposed installation techniques and craftsmanship standards for heritage-appropriate construction*

- ☐ Excellent: Professional installation methods specified (9-10 points)
- ☐ Good: Appropriate construction techniques (7-8 points)
- ☐ Fair: Basic construction methods (5-6 points)
- ☐ Poor: Inadequate construction planning (0-4 points)

2.3. **Maintenance Considerations (5 points)** *Assesses the long-term care requirements and sustainability of the proposed improvements*

- ☐ Excellent: Low-maintenance, sustainable approach (5 points)
- ☐ Good: Reasonable maintenance requirements (3-4 points)
- ☐ Fair: Moderate maintenance needs (2 points)
- ☐ Poor: High maintenance or unclear plan (0-1 points)

Material Quality Subtotal: ____ / 30

3. **Streetscape Visibility and Impact (20 Points)** *This section measures the public benefit and visual impact of the proposed improvements on the heritage district.*

3.1. Public Visibility (10 points) *Evaluates how visible and accessible the improvements are to the general public and heritage district visitors*

- ☐ Excellent: Highly visible from main streets/public areas (9-10 points)
- ☐ Good: Good visibility from public areas (7-8 points)
- ☐ Fair: Moderate public visibility (5-6 points)
- ☐ Poor: Limited or no public visibility (0-4 points)

3.2. Contribution to District Character (10 points) *Assesses how the improvements will enhance or complement the overall heritage district's visual cohesion and character*

- ☐ Excellent: Significantly enhances heritage district character (9-10 points)
- ☐ Good: Positive contribution to streetscape (7-8 points)
- ☐ Fair: Neutral impact on district character (5-6 points)
- ☐ Poor: Minimal or negative impact (0-4 points)

Streetscape Impact Subtotal: ____ / 20

4. Compliance with Local Bylaws (10 Points) *This section ensures all proposed work meets legal requirements and municipal standards.*

4.1. Building Code Compliance (5 points)

Reviews adherence to current building codes, safety standards, and structural requirements

- ☐ Excellent: Full compliance demonstrated (5 points)
- ☐ Good: Compliance likely with minor adjustments (3-4 points)
- ☐ Fair: Some compliance issues to resolve (2 points)
- ☐ Poor: Significant compliance concerns (0-1 points)

4.2. Zoning and Heritage Bylaw Compliance (5 points)

Evaluates conformity with municipal zoning regulations and heritage district bylaws

- ☐ Excellent: Full bylaw compliance (5 points)
- ☐ Good: Compliance with minor considerations (3-4 points)
- ☐ Fair: Some bylaw issues to address (2 points)
- ☐ Poor: Major bylaw conflicts (0-1 points)

Compliance Subtotal: ____ / 10

SIGNAGE EVALUATION (Total: 100 Points)

Complete this section for signage improvement applications

1. Heritage Design Appropriateness (35 Points) *This section evaluates how well the proposed signage complements the heritage character of the building and district.*

1.1. Historical Design Compatibility (15 points) *Assesses whether the sign design, style, and proportions are appropriate for the building's historical period and architectural style*

- ☐ Excellent: Sign design perfectly matches historical period and building character (13-15 points)
- ☐ Good: Sign design is highly compatible with heritage context (10-12 points)
- ☐ Fair: Sign design shows some heritage consideration (7-9 points)
- ☐ Poor: Sign design inappropriate for heritage setting (0-6 points)

1.2. Typography and Graphics (10 points) *Evaluates the appropriateness of fonts, lettering styles, logos, and graphic elements for heritage context*

- ☐ Excellent: Typography and graphics are period-appropriate and high quality (9-10 points)
- ☐ Good: Typography mostly appropriate with good visual quality (7-8 points)
- ☐ Fair: Acceptable typography with some heritage consideration (5-6 points)
- ☐ Poor: Inappropriate or poor-quality typography/graphics (0-4 points)

1.3. Scale and Proportions (10 points) *Reviews whether the sign size and proportions are appropriate for the building facade and heritage district standards*

- ☐ Excellent: Perfect scale and proportion for building and district (9-10 points)
- ☐ Good: Well-proportioned sign appropriate for context (7-8 points)
- ☐ Fair: Acceptable proportions with minor concerns (5-6 points)
- ☐ Poor: Poor proportions or inappropriate scale (0-4 points)

Heritage Design Appropriateness Subtotal: ____ / 35

2. Materials and Construction Quality (25 Points) *This section assesses the durability, craftsmanship, and appropriateness of signage materials and construction methods.*

2.1. Material Selection (15 points) *Evaluates the choice of materials for heritage appropriateness, weather resistance, and visual quality*

- ☐ Excellent: Premium heritage-appropriate materials (wood, metal, hand-painted) (13-15 points)
- ☐ Good: Quality materials suitable for heritage context (10-12 points)
- ☐ Fair: Adequate materials with some heritage consideration (7-9 points)
- ☐ Poor: Inappropriate or low-quality materials (0-6 points)

2.2. Construction and Installation Method (10 points) *Reviews the proposed mounting, fabrication, and installation techniques for quality and building preservation*

- ☐ Excellent: Professional fabrication with building-sensitive installation (9-10 points)
- ☐ Good: Quality construction with appropriate installation (7-8 points)
- ☐ Fair: Adequate construction and installation methods (5-6 points)
- ☐ Poor: Poor construction planning or potentially damaging installation (0-4 points)

Materials and Construction Subtotal: ____ / 25

3. Visibility and Business Impact (25 Points) *This section measures the effectiveness of the signage for business purposes while maintaining heritage character.*

3.1. Legibility and Visibility (15 points) *Assesses how clearly the sign can be read by pedestrians and vehicles while maintaining heritage appropriateness*

- ☐ Excellent: Highly legible from appropriate distances with heritage-appropriate visibility (13-15 points)
- ☐ Good: Good legibility with minor visibility considerations (10-12 points)
- ☐ Fair: Adequate legibility with some visibility limitations (7-9 points)
- ☐ Poor: Poor legibility or visibility issues (0-6 points)

3.2. Business Function and Effectiveness (10 points) *Evaluates whether the sign effectively serves its business purpose while respecting heritage guidelines*

- ☐ Excellent: Sign effectively serves business needs within heritage parameters (9-10 points)
- ☐ Good: Good business function with heritage consideration (7-8 points)
- ☐ Fair: Adequate business function (5-6 points)
- ☐ Poor: Poor business effectiveness or heritage conflicts (0-4 points)

Visibility and Business Impact Subtotal: ____ / 25

4. Bylaw and Code Compliance (15 Points) *This section ensures the proposed signage meets all legal and regulatory requirements.*

4.1. Sign Bylaw Compliance (8 points) *Reviews conformity with municipal sign bylaws including size restrictions, placement rules, and permit requirements*

- ☐ Excellent: Full compliance with all sign bylaws (8 points)
- ☐ Good: Compliance with minor permit considerations (6-7 points)
- ☐ Fair: Some bylaw issues requiring resolution (4-5 points)
- ☐ Poor: Significant bylaw violations (0-3 points)

4.2. Heritage District Guidelines (7 points) *Evaluates adherence to specific heritage district signage guidelines and design standards*

- ☐ Excellent: Exceeds heritage district signage standards (7 points)
- ☐ Good: Meets heritage district guidelines (5-6 points)

- [] Fair: Mostly compliant with heritage guidelines (3-4 points)
- [] Poor: Does not meet heritage district standards (0-2 points)
-

Signage Compliance Subtotal: ____ / 15

Final Scoring

Building Facade Applications

Category	Points Awarded	Maximum Points
1. Heritage Authenticity	_____	40
2. Material Quality & Durability	_____	30
3. Streetscape Visibility & Impact	_____	20
4. Compliance with Local Bylaws	_____	10

Category	Points Awarded	Maximum Points
FACADE TOTAL SCORE	_____	100

Signage Applications

Category	Points Awarded	Maximum Points
1. Heritage Design Appropriateness	_____	35
2. Materials and Construction Quality	_____	25
3. Visibility and Business Impact	_____	25
4. Bylaw and Code Compliance	_____	15
SIGNAGE TOTAL SCORE	_____	100

Approval Thresholds

- **Approved (80-100 points):** Application meets high standards across all criteria
- **Conditionally Approved (65-79 points):** Application approved pending minor modifications
- **Requires Revision (50-64 points):** Application needs significant improvements before approval
- **Not Approved (0-49 points):** Application does not meet minimum grant standards

Additional Comments

Strengths:

Areas for Improvement:

Conditions of Approval (if applicable):

Recommendations

Building Facade Recommendation

☐ Approve ☐ Conditionally Approve ☐ Requires Revision ☐ Not Approved

Evaluator Signature: _____ Date: _____

Evaluator Signature: _____ Date: _____

Evaluator Signature: _____ Date: _____

Signage Recommendation

☐ Approve ☐ Conditionally Approve ☐ Requires Revision ☐ Not Approved

Evaluator Signature: _____ Date: _____

Evaluator Signature: _____ Date: _____

Evaluator Signature: _____ Date: _____