



Centre Wellington

Level One Facade, Building, and Property Improvement Grant/Loan Information Guide

Purpose:

The Level One Facade, Building, and Property Improvement Grant/Loan Program offers grants and/or loans for the following improvements to buildings and properties:

- Façade improvements;
- Signage improvements;
- Landscape improvements (including improvements to parking areas); and
- Building repairs and restoration.

The purpose of the program is to assist with the financing of improvements to private properties/buildings that would otherwise be considered cost prohibitive by a property owner/tenant. The program will promote improvement of the physical condition and visual aesthetic of properties/buildings in the 'Urban Centre'.

The Township will benefit from the improvements to private buildings and properties, designed in a way that is consistent with the community's image and design goals.

Availability:

The Facade, Building, and Property Improvement Grant/Loan Program is offered as a Level One ('Improve 1') incentive program.

The program is available to owners of properties (and tenants with written authorization from owners) within the Township's designated 'Urban Centre' that meet the general eligibility criteria.

Funding is available for a limited number of projects subject to annual budget on a yearly basis. Applications will be processed on a first come, first served basis.

The Level One Facade, Building, and Property Improvement Grant/Loan Program may not be combined with any other Township Financial Program available through the CIP.

Details:

The Township will provide up to 50% of the cost of approved building and property improvement projects by providing an interest free loan and/or grant to a maximum Township contribution of \$10,000. If both loans and grants are provided, they will be equally apportioned, meaning the maximum Township contribution for the façade improvement would be a \$5,000 interest free loan and a \$5,000 grant.

At the sole discretion of the Township, a maximum Township contribution of \$12,000 may be provided if the building has more than one street address and/or storefront;

- The building has more than one wall that is visible from a public street or public space, or fronts onto a laneway or parking lot, or
- the Grand River; and/or
- Original/heritage features are being restored.

Eligibility:

Building and property improvements to existing commercial, industrial, or mixed-use buildings may be eligible for the Level One Façade, Building, and Property Improvement Grant/Loan Program.

The following types of **façade improvements** may be eligible:

- a) Restoration/replacement of existing brickwork/ cladding, or installation of new brickwork/ cladding;
- b) Restoration or replacement of cornices, eaves, and parapets;
- c) Restoration or replacement of windows, doors and awnings;
- d) Restoration or replacement of exterior lighting;
- e) Exterior painting;
- f) Chemical or other façade cleaning;
- g) Redesign of storefront or entrance modifications, including provisions to improve accessibility for the disabled; and
- h) Such other similar improvements and repairs that may be necessary to improve the appearance of a building façade exterior as may be approved by the Community Improvement Implementation Committee and Township Council.

Exterior improvements to the main façade of buildings are eligible for the program. Where a side and/or rear wall is visible from a public street or public space, or fronts onto a laneway or parking lot, or the Grand River, improvements to these walls will also be eligible.

Signage improvements to the main storefront sign of buildings are eligible. Where a side and/or rear wall sign is visible from a public street or public space, or fronts onto a laneway or parking lot, improvements to these signs are also eligible.

The following types of **property improvements** may be eligible:

- a) Addition of landscaping features (plants/green space, including sod, trees, vegetation, etc.);
- b) Addition of permanent landscaping elements such as fencing, benches, planters, and lighting;
- c) Addition of new parking/existing parking area upgrades;
- d) Improvements to rear building entrances and rear parking areas;
- e) Addition of walkways; and
- f) Such other similar improvements and repairs that may be necessary to improve a property as may be approved by the Community Improvement Implementation Committee and Township Council.

The following types of **building improvements** may be eligible:

Structural repairs;

- Interior restoration and design;
- Repair/replacement/installation of building infrastructure, such as roofing, windows, and doors;
- Repair/replacement/installation of plumbing, electrical, HVAC, and fire protection systems;
- Weatherproofing;
- Improvements to accessibility for people with disabilities; and
- Any other improvements that may bring a building up to code, or address health, safety, or risk management issues.

General Eligibility Requirements

In addition to the eligibility requirements identified, the following general eligibility criteria must be met:

- a) All proposed projects must help achieve the goals and objectives for community improvement as identified in Section 3.2 of this Plan;
- b) The total of the grants and rebates provided to an applicant shall not exceed the eligible cost of the community improvement project with respect to those lands and buildings;
- c) Property owners are eligible for financial incentives. In some cases, tenants to whom the owner has provided written consent for the application may also be eligible;
- d) Applications must be submitted in accordance with requirements for financial incentive applications provided in Section 4.6;

- e) Applications must be submitted to the Township and approved prior to commencing any community improvement works;
- f) Financial Incentives will not be applied retroactively to works started prior to approval of the applications by Council or its delegate;
- g) No incentives will be issued for eligible works under this program which have received grants under any other Township incentive program for the same works;
- h) The decision of the Township regarding the total amount of eligible costs and the calculation of the actual total redevelopment Grant and annual Grant payments is final;
- i) No incentives will be issued for any type of development, redevelopment, or remediation of 'Greenfield properties' (i.e., properties located outside of the 'Built Boundary', as identified on Schedule A-1 of the Township Official Plan);
- j) Applications for Level One ('Improve 1') incentives must be for properties located within any of the following areas of the Township's 'Urban Centre', unless otherwise stipulated in the Program Specific Eligibility Criteria:
 - i) The Downtown areas of Fergus and Elora-Salem (lands designated 'Central Business District' by Schedule A-1 of the Township of Centre Wellington Official Plan, as amended);
 - ii) Existing Industrial Areas (lands designated 'Industrial' by Schedule A-1 of the Township of Centre Wellington Official Plan, as amended);
 - iii) Highway Commercial Areas (lands designated 'Highway Commercial' by Schedule A-1 of the Township of Centre Wellington Official Plan, as amended);
 - iv) Residential Transition Areas (lands designated 'Residential Transition Area' by Schedule A-1 of the Township of Centre Wellington Official Plan, as amended); and
 - v) Mixed-Use Areas (lands designated 'Mixed-Use' by Schedule A-1 of the Township of Centre Wellington Official Plan, as amended).
- l) A landowner or tenant may apply for one financial incentive per application, provided that the incentive program has been put into effect by the Township at the time of application;
- m) A landowner or tenant may not be approved for multiple financial incentive applications, unless otherwise stipulated in the Program-specific eligibility criteria;
- n) The property owner must have no outstanding property tax arrears, or any other Township accounts receivable on the subject property at the time of application;

o) Outstanding work orders (building, fire, zoning, etc.) must be satisfied prior to funding approval;

p) Where required, in accordance with the Financial Incentive Program descriptions in Section 4.6, owner(s)/tenants must match the Township's financial contribution;

q) Proposed projects must be in accordance with all applicable County, Township and Conservation Authority policies, by-laws, provisions, standards, and guidelines (unless an application for an Official Plan Amendment or Zoning By-law Amendment is associated with the proposal); The proposed exterior design of buildings, including signage, must be consistent with any applicable **Urban Design Guidelines**, including those prepared as part of the 'improve Centre Wellington' process;

s) Projects must be completed in accordance with applicable planning approvals and required permits; and

t) Completed projects must be consistent with the original project description provided by the applicant, supporting materials, and any applicable program agreement, to the satisfaction of the Township.

Payment:

Grants/loans will be provided on a one-time-basis upon successful completion of the approved project, to the satisfaction of the Township.

The loan will be reflected on the tax roll and will be registered and discharged by the Township in accordance with S. 32(2) of the Planning Act. The loan will be interest free with a maximum amortization period of 5 years. The loan is fully open and may be repaid in full at any time prior to the end of the term, without penalty.

Repayments of the loan will be calculated on a maximum 5-year amortization period commencing on the first anniversary of the approval of the Financial Assistance Agreement between the Township and the owner(s) and annually on the anniversary date thereafter until paid in full.

The obligation to repay the loan will be registered on the title of the subject property and transferred to successors in title. Repayment will become the responsibility of new owners.