

Main Street Business Improvement Association Façade Improvement Program 2018

Purpose

The Façade Improvement Program aims to help build civic pride among the local business community and promote the overall marketability of the Conception Bay South Business Improvement Area. The Program will provide matching funding, up to a maximum of \$2,000, towards the completion of exterior enhancements of a business structure or grounds that aims to improve the overall appearance of the property, thus enhancing the appeal of Conception Bay South's downtown core.

Who Is Eligible?

Commercial businesses that are located within the designated Main Street Business Improvement Area are eligible for program funding; to determine if your property qualifies please contact the Main Street Business Improvement Association. Furthermore, business owners must not be in arrears on payment of BIA Levy.

Eligible Work May Include:

- Design consultant fees;
- Restoration, repair, and enhancements to a structure;
- Signage that is uniquely designed to integrate into building architecture;
- Repair or replacement of storefront windows and doors;
- Exterior lighting;
- Installation and design of awnings and signs;
- Removal of materials that cover architectural details;
- New architectural or property details;
- Landscaping or other property improvements.

Financial Assistance

Applications will be accepted until July 2; additional applications may be solicited at a later date pending funding availability.

Applications may be dropped off in person to the Conception Bay South Town Hall (11 Remembrance Square) or emailed to bia@mainstreetcbs.ca.

Upon review, a Letter of Agreement will be issued detailing terms of conditions and the amount of funding approved. Payment of claims will be contingent upon the completion of proposed work, the submission of a detailed Claim Form (provided with Letter of Agreement), and submission of copies of all invoices and cancelled cheques to the Evaluation Committee.

All required permits must be obtained from the Town of Conception Bay South prior to the commencement of any work supported through the Façade Improvement Program; proof of all applicable permits must be included with submitted claims.

Applications must be received and reviewed by the Façade Improvement Program Evaluation Committee before construction begins; grants will not be awarded to façade improvement projects that are under construction or completed.

Time Frame

Applications will be accepted until July 2, 2018; funded projects must be completed by November 30, 2018.

Evaluation Committee

The Evaluation Committee will review applications based upon the project's overall benefits to Main Street and its impact on increased aesthetic appeal and property value. Projects that are recommended for approval by the Committee will be submitted to the Board of Management for final approval. Unsuccessful applications may be re-submitted the following calendar year.

Submissions

Applications must include the following materials, if applicable, for consideration by the Evaluation Committee. Applicants that do not include applicable information will not be considered.

Please provide the following materials that can be reproduced for distribution to the Committee as applicable:

- a) Current photo(s) of the proposed project site (copies can be emailed to bia@mainstreetcbs.ca);
- b) Rendering or sketch of proposed improvements;
- c) Architectural plans, including dimensions/measurements;
- d) Color and materials samples for paint, awning, signs, etc.;
- e) Sign plans;
- f) Awning design;
- g) Historical significance designation;
- h) A Business Tax Statement from the Town of Conception Bay South with a zero balance (or confirmation of equal payment plan) for the BIA Levy for the current calendar year. For more information or to obtain this statement, please call 834-6500 ext. 201.

Estimated Costs and Timing

Please provide copies of vendor bids/estimates or other documentation of cost estimates for all proposed façade work.

Water clean exterior	\$ _____
Exterior preparations and paint	\$ _____
Window replacements/repair	\$ _____
Door replacement/foyer repairs	\$ _____
Exterior lighting	\$ _____
Façade restoration/rehabilitation	\$ _____
Architectural/design fees	\$ _____
Landscape/hardscape improvements	\$ _____
Building permit/planning fees	\$ _____
Other proposed improvements (specify)	\$ _____
Signage	\$ _____
Awnings	\$ _____

Subtotal	\$ _____
TOTAL ESTIMATED COST	\$ _____

Estimated Date of Completion _____

More Information

For more information, please contact the Main Street Business Improvement Association at 834-6500 ext. 703 or email bia@mainstreetcbs.ca.

Disclaimer

Neither the Main Street Business Improvement Association Board of Management nor the Façade Improvement Program Evaluation Committee, nor its affiliates, shall be responsible for the planning, design, or construction of improvements to property that is owned by the applicant. No warranties or guarantees are expressed or implied by the description of, application for, or participation in the Façade Improvement Program. The applicant is advised to consult with licensed architects, engineers, or building contractors before proceeding with final plans or construction.

Signatures

Signed: _____
Property Owner(s) Signature(s)

Signed: _____
Applicant(s) Signature(s)