

NO: 7

COUNCIL DATE: \#\ " -k' .

FINANCE COMMITTEE

TO: Mayor & Council DATE: October 16, 2014

FROM: General Manager, Parks, Recreation and Culture FILE: 1850-01
General Manager, Finance and Technology

SUBJECT: Community Enhancement Partnership (CEP) Program – 7 Days Seafood and Groceries Facade Enhancement Grant Application – Funding Request

RECOMMENDATION

The Parks, Recreation & Culture Department and the Finance & Technology Department, recommend that the Finance Committee recommend that Council approve a grant under the CEP Program of up to \$3,000 to the owner of 7 Days Seafood and Groceries.

BACKGROUND

In January 2010 Council adopted the Community Enhancement Partnership (CEP) Program, which is intended to provide financial support for projects focussed on community engagement and neighbourhood beautification. Under the CEP Program, residents and community groups may apply to the City for a grant under either of two separate categories: Small Project Grants and Celebration and Activity Grants. In 2013, a third category called Facade Enhancement Grants was adopted by Council. The Facade Enhancement grants enable small businesses or commercial property owners to apply for funding to renovate or improve their building facades. These grants provide an incentive to conduct building improvements that make streets a more interesting and appealing environment, and attract people and businesses to the area.

The Facade Enhancement Grant Guidelines are attached as **Appendix I**. Currently, the Facade Grant is being funded from unallocated CEP grant money.

The community has been notified of this Facade program through Business Improvement Association member mail-outs, the City's website and at community association meetings. A Grant Selections Committee has been established with representatives from various Departments and is responsible for assessing grant applications that are received under the Program.

The following sections of this report provide a description and evaluation of an application for a Facade Enhancement grant under the CEP Program that was recently received by the City.

DISCUSSION

7 Days Seafood and Groceries

The owner of 7 Days Seafood and Groceries, located at 10711 King George Boulevard, has applied for a Facade Enhancement Grant for up to \$3,000 to support a building facade renovation project. Background information on this request is attached as *Appendix II* to this report. This project includes the repair and painting of the entire exterior front wall of the building. The work will include replacing the store front doors and windows facing King George Boulevard as well as repairing the awning, repainting the building façade and adding accent wood siding around the windows.

The applicant has been in contact with the Planning and Development Department and an initial review of the project has been undertaken.

The total project cost is \$11,500 plus GST. Based on a review of the project against the Facade Enhancement Grant criteria, a grant of up to \$3,000 to the owner of 7 Days Seafood and Groceries is considered reasonable, subject to the following conditions:

- All building permits and approvals are obtained by the owner from the City's Planning and Development Department before work begins;
- Exterior paint colours to be reviewed with the Beautification Planner before proceeding;
- The submission of receipts for window replacement and painting; and
- The submission to the City of photographs that act to document the progress and outcomes of the project.

Funding

Appendix III provides information on the status of funding related to the Facade Enhancement Program based on an assumption that Council will approve the recommendations of this report.

SUSTAINABILITY CONSIDERATIONS

The CEP Program supports the goals of the City's Sustainability Charter by encouraging social connections, volunteerism, community ownership and citizen engagement, in accordance with the Sustainability Charter Goals SC 6, 7, 8 and 13.

CONCLUSION

Based on the above discussion, it is recommended that the Finance Committee recommend that Council approve a grant under the (CEP) Facade Enhancement Program of up to \$3,000 to the owner of 7 Days Seafood and Groceries.

Laurie Cavan
General Manager
Parks, Recreation and Culture

Vivienne Wilke, CGA
General Manager
Finance and Technology

Appendix I: CEP Program Overview and Guidelines
Appendix II: Background information on the building facade improvements
Appendix III: Status of Community Enhancement Partnership Program Funding

APPENDIX I - CEP Program Overview and Guidelines

Community Enhancement Partnership Program (CEPP) Program Overview and Guidelines Facade Enhancement Grant

The City of Surrey's Facade Enhancement Program encourages commercial property owners to invest in their buildings through façade renovations. Property owners are urged to renovate, building façades through grants, matching up to 30% of the eligible costs to a maximum of \$3,000. Through the Facade Enhancement Program, property owners will help to improve the streetscape of the local community, attracting residents, businesses and customers to the area.

PROGRAM GOALS

The program addresses the following objectives:

1. Make city streets a more inviting and interesting place to walk and shop;
2. Build civic pride within the local business community;
3. Contribute to the quality of life of residents, workers and visitors in Surrey; and
4. Promote the marketability of local business areas

GRANT ALLOCATION

The program can provide grants of up to 30% of the cost of eligible improvements, to a maximum of \$3,000 per building. Any fees required for City permits can be included in addition to the grant. Program participants are eligible for reimbursement upon the completion of their approved project. Applications will be reviewed on an ongoing basis. Applicants are encouraged to apply at any time.

Council approval for the Facade Enhancement Grant must be given prior to any work being performed. Grants will not be awarded to Facade Enhancement projects that are under construction or completed.

Facade and storefront Enhancement proposals will be:

- Reviewed on a case by case basis
- Subject to approval by the Project Review Committee
- Subject to a legal agreement between the property owner and the City of Surrey
- Subject to the availability of funding

Eligible Applicants

- The applicant must be a property owner. If the applicant is the business owner/tenant, the applicant must have the approval of the property owner in writing
- Applicant must be current on all property tax obligations
- Business owners must have a valid Surrey Business License

DESIGN GUIDELINES

Facade renovations must involve the general upgrading of a building's external appearance focusing on the following guidelines:

- Contribute to the pedestrian environment by improving the aesthetic impact of the facade by adding visual interest to the streetscape;
- Provide year-round impact and permanent impact;
- Be completed in ways that are compatible with the original design of the structure;
- Contribute to the building's character; and
- Encourage other restoration or redevelopment within the downtown area.

Eligible Enhancements

Facade is defined as the portion of a building that faces the public right-of-way and is fronted by a sidewalk or similar pedestrian-oriented pathway. Facade enhancements restore or redesign existing storefronts. Renovations should improve the interface between the public right-of-way and commercial spaces, and enhance the overall streetscape.

All facade Enhancements should be compatible with applicable zoning codes, satisfy permit requirements, and conform to any other regulatory restrictions.

Eligible facade Enhancements include:

- Restoration of exterior finishes and/or repainting of exterior facades;
- Repair and/or replacement of frontage windows and doors;
- Exterior lighting;
- Repair and/or replacement of signs and other fixtures;
- Installation and/or repair of awnings;
- Addition of patio areas and/or permanent landscaping elements; and
- Removal of barriers to access for people with disabilities and mobility challenges.
- Repair or restoration of facade masonry, brickwork, or wood
- Enhancement & removal of safety grilles

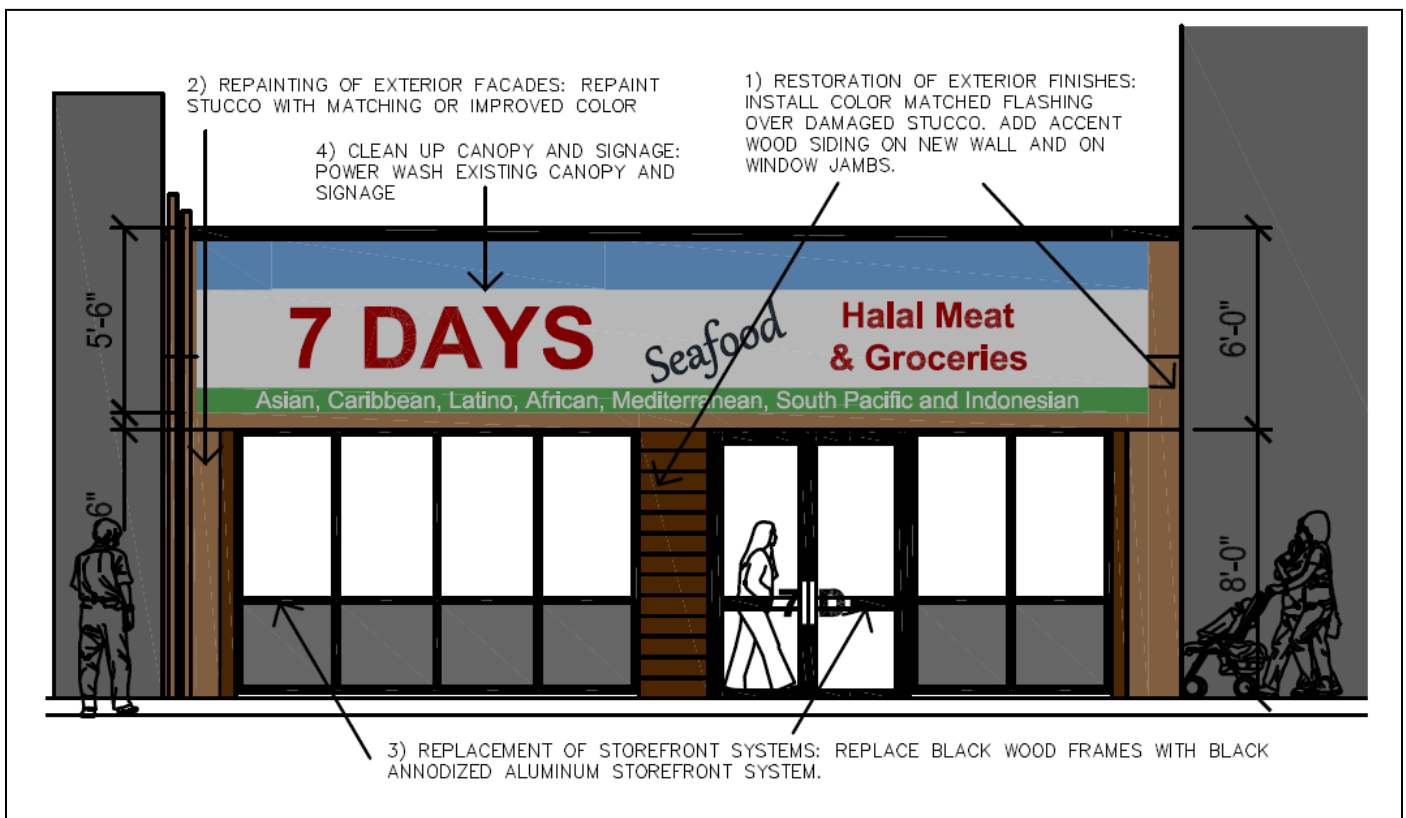
REIMBURSEMENT

- Funded projects must be completed within one year of Council approval, unless otherwise authorized by City staff. If the project is not completed by the deadline, the City's obligation to reimburse the owner or tenant for the project is terminated and funds will be reallocated for other grant applicants.
- Applicants must provide proof of payment (receipts, paid invoices, etc.) for all eligible enhancements within 30 days of project completion. Reimbursement for approved facade renovations is subject to final inspection. Project costs are subject to audit by the City of Surrey.

APPENDIX II – Background Information



Existing East Facade – entire east façade wall facing King George Boulevard will be upgraded.



Proposed East Facade – upgrade to windows, double door added.

APPENDIX III - Status of Community Enhancement Partnership Program Funding



**2014 FINANCIAL PLAN
COMMUNITY ENHANCEMENT PARTNERSHIP PROGRAM**

| Description | Amount | Allocation to Date | Remaining |
|--|--------------|-----------------------|--------------|
| Carried Forward from Previous Years | | \$ 38,037.42 | |
| Grants awarded in 2012 | | | |
| 24. Surrey Appreciates ME (SAME) Group | \$ 3,000.00 | | |
| 25. Friends of Semiahmoo Bay Society, Little Campbell Watershed Society | \$ 3,000.00 | | |
| 26. Bolivar Heights Community Association and James Ardiel Elementary School | \$ 527.60 | | |
| 27. LA Matheson Secondary School | \$ 3,000.00 | | |
| 28. Community Clean Landscapes- Cedar Hills Elementary | \$ 800.00 | | |
| 29. East Panorama Community Celebration | \$ 500.00 | | |
| 30. Royal Heights Fall Fest | \$ 1,000.00 | | |
| Grants awarded in 2013 | | | |
| 31. West Panorama Ratepayers | \$ 3,000.00 | | |
| 32. Fun Fun Playground Project | \$ 1,000.00 | | |
| 33. Hall's Prairie Earth Day Project | \$ 1,000.00 | | |
| 34. Hillcrest Elementary Boulevard Landscape | \$ 2,860.00 | | |
| 35. Alexandra Neighbourhood House Community Garden | \$ 3,000.00 | | |
| 36. Blockwatch 3-230 Chimney Hill | \$ 300.00 | | |
| 37. Port Kells Farmer's Market | \$ 2,000.00 | | |
| 38. Middleglenn Place Block Clean-up and Celebration | \$ 795.00 | | |
| 39. Panorama Neighbourhood Association | \$ 1,000.00 | | |
| 40. Surrey Urban Mission | \$ 1,000.00 | | |
| 41. Sources- Food For Thought | \$ 3,000.00 | | |
| 42. FCA Swank Storyboard | \$ 3,000.00 | | |
| Grants awarded in 2014 (to date) | | | |
| 43. West Panorama Ratepayers Delta View | \$ 3,000.00 | | |
| 44. Friends of the Grove | \$ 1,000.00 | | |
| 45. Keys Health- Street Sweepers Social Club | \$ 3,000.00 | | |
| 46. Whalley's Corner Community Festival | \$ 1,000.00 | | |
| 47. Fleetwood 84th Ave Café StreetFEST | \$ 1,000.00 | | |
| 48. FAÇADE- 10729 King George Blvd- Yang Family | \$ 1,260.00 | | |
| 49. East Panorama street clean up | \$ 300.00 | | |
| 50. Panorama Neighbourhood Association | \$ 1,000.00 | | |
| 51. Streetrich HipHop Society | \$ 1,000.00 | | |
| 52. Spirit Garden Trellises | \$ 3,000.00 | | |
| 53. 101A Ave Block Party | \$ 400.00 | | |
| 54. FAÇADE- 10768 King George Blvd Flamingo Hotel | \$ 2,615.00 | | |
| 55. 124th and 68th Ave boulevard planting | \$ 500.00 | | |
| 56. FAÇADE- 7 Days Grocery (proposed) | \$ 3,000.00 | | |
| Total allocations : | \$ 55,857.60 | \$ 93,895.02 | \$ 60,554.98 |