

Building Improvement/Structural Grant Program Guidelines

Grant Details

The purpose of the Structural Grant Program is to offer incentives to commercial property owners that propose significant improvement projects that substantially renovate, restore, improve and update a prominent building or structure or key vacant property. A maximum of \$20,000 will be awarded in grants annually through this program, the funding can be given to one or multiple applicants. The Township will match cash contributions up to \$20,000 per property. Intake dates will be quarterly and all applications in that intake will be evaluated based on a scoring matrix.

2020 Application Deadlines:

March 31st 2020 4PM

June 30th 2020 4PM

September 30th 2020 4PM

December 23rd 2020 4PM

Usage of Funds

Eligible improvements would include:

1. addressing structural and life safety issues to create usable and efficient floor space;
2. improve property standards or preserve architectural significance; or
3. remediate brownfield site.

Eligible Items

Structural Improvements such as improvements to:

- Footings
- Foundation
- Floor Joists
- Ceiling Joists
- Rafters/Trusses
- Walls
- Main Beams

Life Safety Improvements such as improvements to:

- Exit signage
- Emergency lighting
- Fire/CO2 Alarms
- Extinguishers
- Firewall Separation
- Fire Doors
- Sprinklers
- Siamese Connection
- Removal of hazardous material; such as, asbestos

Other renovations/ improvements could be eligible if they meet the objectives of the program.

Eligibility Criteria

- Applicants to the Building Improvement/Structural Grant must be the registered owner or any person to whom such an owner or tenant has assigned the rights for the subject property;
- Applicants must be a commercial property owner within a CIP designated area.
- One application per property will be accepted.
- All applicants must successfully apply for a building permit through the Township of Huron-Kinloss.
- All projects will be inspected before construction begins and after construction has been completed.
- All applicants must successfully apply for an occupancy permit prior to the space being used for commercial purposes.
- All projects MUST be occupiable by the project deadline. Projects should include all improvements that will deem the property ready-to-use for commercial purposes by the completion date.

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Usable and Efficient Floor Space improvements:

- Increase ceiling height
- Architectural restoration/retention
- Accessible washroom
- Renovate commercial space

Brownfield remediation

- Phase 1
- Phase 2
- Site Specific risk assessment
- Record of site condition
- Monitoring program

Energy Efficiency

- New furnace/cooling technology
- Low flow fixtures
- Graywater recycling
- Solar technology
- Alternative energy
- Rainwater harvesting

Applications to this program are available at the Township's municipal office at 21 Queen Street, Ripley or online at www.huronkinloss.com

519-395-3735



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Eligibility Criteria (continued)

- ❑ The property owner will be eligible to receive the vacancy rebate program for the duration of the improvement project and for 6 months after the project is completed. Extensions to the vacancy rebate program will be considered for property owners that can provide evidence of active renter recruitment strategies.
- ❑ Township staff will review property tax records. Property owners who are in arrears of property taxes, local improvement charges or any other municipal accounts receivable on the subject property are not eligible to receive the grant;
- ❑ Projects should not have commenced prior to the awarding of the requested grant. Applicants that have commenced work prior to obtaining approval for the requested grant acknowledge that their project may be deemed ineligible for funding.
- ❑ Projects must be completed within a 1 year window of application approval. Extensions are not granted unless prior approval has been received. If money is not spent it will be deemed an incomplete project and you will need to reapply next year.
- ❑ Applicants must provide a minimum 50% cash contribution towards the total cost of the project for which they are applying for a grant.
- ❑ Taxes are the full responsibility of the applicants.
- ❑ Eligible Project costs must be actual cash outlay to third parties acting at arms' length and which can be documented through original invoices or proofs of payment.
- ❑ Township contributions will be issued only after the project is completed and approved;
- ❑ This program can be applied for in conjunction with other Downtown Improvement Programs.

Review Criteria

The Downtown Improvement Grant Committee at the Township will review applications against the following criteria:

- date/timing of the application
- balance of funding available and any previous applications made at the time of application
- project's potential to provide long term economic benefit to the Township
- evidence of the applicant's ability to fulfill responsibilities related to the project installation and maintenance
- project's "fit" with the objectives of the Downtown Improvement Program

Application Process

Applicants must complete an application in order to be given grant consideration. Incomplete applications cannot be accepted. If approved, funds will be allocated following completion of project and proof of eligible expenditures. If project is construction of a new green building that meets LEED certification standards, proof of certification is required.

Applications require the following:

- Property owner name
- Contact information
- Detailed project description
- Attach building permit and any sketches or pictures of proposed project
- The proposed timeline for the work (start date, completion date)
- Quote(s) of the project cost
- Proposed project costs (taxes not included)
- Grant request

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