



Town of Ingersoll Downtown Façade Improvement Program

Program Criteria: Ingersoll believes that our historic downtown is a valuable resource worth preserving. The purpose of the Façade Improvement Program is to improve the retail marketplace and to encourage the preservation and rehabilitation of historically significant structures in the downtown core of Ingersoll.

- Program is a combination of interest free loan and grant
- Cost of façade improvements are eligible to 50 % of approved expenditures to a maximum of \$3000.00 per project
- Cost of signage improvements is eligible to 50% of approved expenditures to a maximum of \$500.00 per project
- The loans are to be repaid in four equal annual payments, unless alternate arrangements are made that are acceptable to the committee
- If the first three annual payments are made on time and without default then the fourth payment will be recognized as a grant and forgiven
- If any payments are not made as agreed, then at the discretion of the committee all amounts outstanding will become due and payable

Program Guidelines: Applicants who wish to apply will out an application that will be reviewed by the Downtown Revitalization Committee who will base their decision on established design themes and colour pallets. Once approved by the Committee the applicant will be reimbursed when copies of paid invoices are presented to the Committee.

- All applicants must complete an application form and provide all requested information to be considered, including two written quotations from licensed contractors
- A property must be located within the legal boundaries of the Ingersoll BIA to be eligible
- Front, rear and side facades if visible from adjoining streets are eligible
- An owner or tenant with multiple buildings can apply for more than one building, but there has to be one application per building and each application has to stand on its own merit
- Building owners or tenants are eligible. If a tenant applies for assistance, he/she must provide written proof that the building owner has authorized the proposed improvements
- Building façade improvements, awnings and signs are eligible; however, applications for signs must be submitted separately
- Properties must be structurally sound, roof intact and meet basic public safety and construction codes
- Work has to be carried out according to standard construction and safety practices
- Proposed improvements must comply with all applicable building and zoning codes
- All required permits must be obtained prior to the start of any construction
- All out of pocket closing costs and fees will be responsibility of applicant

Application Process: Each applicant who applies will be subject to the following process:

1. Applicant will file a written application with the Downtown Revitalization Committee indicating:

- a. Type of improvements to be undertaken; and
 - b. Reason(s) for undertaking the improvements
2. The Downtown Revitalization Committee will meet with the applicant to determine if the following application criteria are met:
 - a. The design plan for improvements preserved or improves the historical architecture of the building;
 - b. The colour to be used coincide with recommended pallets or a colour pallet that complements approved colours and is acceptable to the Committee;
 - c. The method, timing, and phasing of the improvements fall within the accepted timeframe of the project; and
 - d. All applications include a picture of the façade to be worked on and two written quotes from licensed contractors including estimated timeline for work to be undertaken
3. After an application has been received and meeting with applicant completed, the Committee will review the merits of each application on the basis of:
 - a. The scope of the project and its fit with the overall objectives of the façade/signage program and;
 - b. Committee's satisfaction that the project meets and will follow the program criteria
4. After approval of the application, successful applicants will have to complete all work according to the following requirements;
 - a. Work to be carried out according to standard construction and safety practices;
 - b. All work to be completed within a one year period; and
 - c. Submit to a final inspection by the Committee to ensure that the project has been completed according to the approved design plan
5. If approved and after completion of work and inspection by the Committee, the applicant will be reimbursed on faced improvements at a rate of 50% of approved costs to a maximum of \$3,000.00 and on signage at a rate of 50% of approval costs to a maximum of \$500.00. All reimbursement will be made upon receipt of paid invoices.

For more information, please contact:

Ingersoll BIA

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