



**DOWNTOWN
MAPLE RIDGE**

Business Improvement Association

Ours to Share!



Maple Ridge

FAÇADE IMPROVEMENT GRANT FUNDING OPPORTUNITY

*This program offers grants of up to 50% of the cost of eligible improvements, up to a maximum of **\$10,000** per building. Corner properties, facing 2 streets, could be eligible for **\$20,000** maximum.*

FOR BUILDING FAÇADES LOCATED WITHIN THE DOWNTOWN MAPLE RIDGE BUSINESS IMPROVEMENT ASSOCIATION (DMRBIA) CATCHMENT AREA

MAPLE RIDGE, BRITISH COLUMBIA

THE **FAÇADE IMPROVEMENT PROGRAM (FIP)**, A COLLABORATION BETWEEN THE DOWNTOWN MAPLE RIDGE BUSINESS IMPROVEMENT ASSOCIATION (DMRBIA) AND THE CITY OF MAPLE RIDGE, PROVIDES GRANTS TO PROPERTY AND BUSINESS OWNERS IN DOWNTOWN MAPLE RIDGE TO RENOVATE, RESTORE OR REDESIGN THEIR COMMERCIAL BUILDING FAÇADES AND STOREFRONTS LOCATED IN DOWNTOWN MAPLE RIDGE.

The purpose of this program is to encourage and support owners as they invest in building upgrades that create a more vibrant and inviting downtown core, attracting people and businesses to the area.

This initiative may contribute to:

- Promoting the marketability of retail and commercial businesses;
- Attracting new business investments;
- Adding property value;
- Capturing the interest of the filming industry;
- Helping building owners to attract and retain tenants;
- Contributing to the quality of life of residents, workers and visitors to Maple Ridge;
- Building civic pride among the business community and the citizens of Maple Ridge.

What can you do TODAY? Some simple things like **decluttering your storefront and surrounding areas** or **washing your windows** won't cost you a dime. Many buildings, awnings and storefronts are actually in good shape and simply need a little TLC like a quick **power wash**, or some **touch up paint**. Add a **planter box** or two to create a welcoming entrance that says you are open for business!

Flip the page to see how other businesses have utilized this grant along with a few ideas and design inspiration too!

Visit our website at [**downtownmapleridge.ca**](http://downtownmapleridge.ca) (**Programs / Beautification & Revitalization**) for more information.

Guide and application form are available for download.

Please call the office with any questions you may have, 604-467-2420, we would be delighted to inform you of the possibilities and opportunities available.

Be sure to apply before the April 1st, 2025 deadline.

GET INSPIRED & BE CREATIVE - WE CAN'T WAIT TO SEE YOUR IDEAS!



Fort Langley



Chilliwack

Talk to your neighbours, there may be opportunity to work together and propose a creative design aesthetic and uniform vision.



New Awning
2024 FIP

224th Maple Ridge



Considering a seasonal patio? We may be able to help with that!



Paint & Signage
2023 FIP

Windows

Planters
& Fencing

Before

After

McIntosh Maple Ridge



Facade Lift,
3D Teacup
2013 FIP

224th Maple Ridge



Find unique and creative ideas that fit your business & stand out!



FAÇADE IMPROVEMENT PROGRAM INFORMATION, GUIDE & APPLICATION

FOR BUILDING FAÇADES LOCATED WITHIN THE DOWNTOWN MAPLE RIDGE BUSINESS IMPROVEMENT ASSOCIATION (DMRBIA) CATCHMENT AREA

MAPLE RIDGE, BRITISH COLUMBIA

GRANT FUNDING OPPORTUNITY

*This program can provide grants of up to 50% of the cost of eligible improvements, up to a maximum of **\$10,000** per building. Corner properties, facing 2 streets, could be eligible for **\$20,000** maximum.*

HISTORY

Initiated in 2008, this program is the result of a desire by the Downtown Maple Ridge Business Improvement Association (DMRBIA), the City of Maple Ridge, and the Downtown Maple Ridge business community to revitalize the downtown core of Maple Ridge.

The **FAÇADE IMPROVEMENT PROGRAM (FIP)**, a collaboration between the Downtown Maple Ridge Business Improvement Association (DMRBIA) and the City of Maple Ridge, provides grants to property and business owners in Downtown Maple Ridge to renovate, restore or redesign their commercial building façades and storefronts located in Downtown Maple Ridge.

The purpose of this program is to encourage and support owners as they invest in building upgrades that create a more vibrant and inviting downtown core, attracting people and businesses to the area.

This initiative may contribute to:

- Promoting the marketability of retail and commercial businesses;
- Attracting new business investments;
- Adding property value;
- Capturing the interest of filming industry;
- Helping building owners to attract and retain tenants;
- Contributing to the quality of life of residents, workers and visitors to Maple Ridge;
- Building civic pride among the business community and the citizens of Maple Ridge.

What can you do TODAY? Some simple things like **decluttering your storefront and surrounding areas** or **washing your windows** won't cost you a dime. Many buildings, awnings and storefronts are actually in good shape and simply need a little TLC like a quick **power wash**, or some **touch up paint**. Add a **planter box** or two to create a welcoming entrance that says you are open for business!

We encourage you to review the information provided here and take advantage of this opportunity.

Please call the office with any questions you may have, 604-467-2420, we would be delighted to inform you of the possibilities and opportunities available.

Be sure to apply before the April 1st, 2025 deadline.

Visit our website at downtownmapleridge.ca (Programs / Beautification & Revitalization) for more information. Guide and application form are available for download.

ELIGIBLE PROPERTIES: Existing buildings located within the Downtown Maple Ridge Business Improvement Association (DMRBIA) catchment area in Maple Ridge, British Columbia.

ELIGIBLE APPLICANTS

To be eligible to apply:

- You must be the property owner or the business owner. If the applicant is the business owner, the property owner must approve of the application in writing and confirm that all improvements are to be paid for by the applicant;
- All City of Maple Ridge property taxes pertaining to the property are fully paid and current;
- You must start your improvement project **after the application is approved**; and
- * You have not received a previous grant under this program for the subject property in the prior 10 years. *
Note: Both property owner and business owner are eligible to apply for a grant for the subject property once every 10 years as long as the improvements are paid for by the applicant.

GRANT AMOUNTS: This program can provide grants of up to 50% of the cost of eligible improvements, up to a maximum of \$10,000 per building. Corner properties, facing 2 streets, could be eligible for \$20,000 maximum.

ELIGIBLE FAÇADE IMPROVEMENTS: Projects are required to reflect principles of good design. For this purpose, applicants should review and address the criteria outlined in this Program Guide (see 'General Guidelines' on page and 'Design Guidelines' paged). Building façade and storefront features eligible to be renovated, restored, or redesigned with grant dollars include:

Exterior: Architectural, Decorative, Lighting, Surfaces	Doors and Doorway Openings
Façade Cleaning and Painting	Moldings/Trim/Cornices
Entrance & Alleyways	Patio Areas (including sidewalk café/parklet)
Design, Architectural, Engineering fees	Landscaping Elements (permanent) as part of improvement

SIGNAGE: Applications for signage only (exterior business signs, awnings etc.) have limited funding and approval. Signage requests should be included in an overall update with other improvements. Vinyl "stick on" signage and temporary signage is not eligible.

GRANT APPLICATION, APPROVAL, AND REIMBURSEMENT PROCESS: All project proposals are subject to a comprehensive review of façade and storefront, must meet high quality standards, and must reflect spirit and intent of the Façade Improvement Program Guidelines.

Generally, the application, approval, and reimbursement process is as follows:

- 1) Contact the DMRBIA to determine if your building is in the DMRBIA area;
- 2) Contact the DMRBIA to discuss your proposed project;
- 3) Submit a completed Application to the DMRBIA before the annual deadline, include "before" pictures;
- 4) Project Review Committee reviews the application. Part of the review process could include obtaining approval of the proposed project by the City;
- 5) Applicant will be advised in writing if the Application has been approved, refused or approved with conditions. All Applications will be reviewed on a timely basis;
- 6) If approved, a pre-construction site inspection is conducted by the Project Review Committee and "before" pictures will be taken, if not included with the application;
- 7) A Performance Agreement is entered into between the successful applicant and the DMRBIA, which will include a description of the project and work to be completed including all relevant attachments included with the Application (including drawings), total cost of the project, anticipated completion date of the project (completion must be **before** annual FIP deadline/ after Dec. 31 of application year, grant expires!), and any conditions;
- 8) Project construction begins;

- 9) Upon project completion, the applicant must provide the following to the DMRBIA for reimbursement:
 - a. A Certificate of Completion signed by the applicant and/or contractor or architect indicating that the work described within the Performance Agreement has been fully completed and paid in full + “after” pictures;
 - b) Copies of all bills pertaining to the project and proof of payment (copies of credit card receipts or cancelled cheques); and
 - c) Proof that the improvements have passed final inspection (where required) and meet all CMR requirements including zoning, building and safety codes (where required);
- 10) Project is inspected by the Project Review Committee to ensure completion of the terms of the Performance Agreement;
- 11) Applicant is issued a cheque according to the terms of the Performance Agreement, to the maximum of 50% of the actual improvement costs (**not including taxes**).

Permits may be required where applicable. The City of Maple Ridge encourages anyone interested in updates to reach out to the City’s building counter. They are available for assistance in streamlining and clarifying needs and processes.

City of Maple Ridge, 11995 Haney Place

Building Department - General Inquiries Tel: 604-467-7311 Email: buildingenquiries@mapleridge.ca	Building Department Permit Applications Email: permitapplications@mapleridge.ca
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Information can also be obtained via the [Building Permits & Inspections](#) page. Changes may likely require a sign, and/or building permit.

As you are formulating your plans please refer to the [Maple Ridge Town Centre Development Permit Area Guidelines](#).

*** Submitting an application does not guarantee a grant nor specific/requested grant mount.**

GENERAL GUIDELINES

Introduction: The Façade Improvement Program is primarily concerned with the physical appearance of the buildings within the DMRBIA area and their relationship to the streetscape. Façades and storefronts of retail and commercial buildings need to be considered as part of an integrated streetscape. The character and design of the building along with the businesses contained within attract shoppers both for the goods and services they provide and for the experience of walking around an interesting and lively urban space.

Much can be achieved by thinking about what constitutes good building design when carrying out an exterior renovation project. A few general design principles pursued through this program include:

- Creating façades and storefronts that add interest, activity and comfort to the street environment; and
- Strengthening the architectural integrity and design unity of individual façades; and
- Emphasizing compatibility in design, materials and colours to make adjacent buildings read as a unit.

Purpose: The Guidelines form the starting point of any application filed under this program.

The challenge under this program is to improve the character and physical appearance of buildings while allowing building owners and business owners to assert their identity and economic viability.

To this end the Guidelines are intended to:

- Set quality standards for the types of improvements that will improve the buildings;
- Coordinate individual projects with surrounding buildings and other projects to create a positive, welcoming image and a quality pedestrian environment;
- Serve as the basis for discussion with the DMRBIA in the development of the application; and
- Act as a guide to the review of the application by the Project Review Committee.

DESIGN GUIDELINES

1) OVERALL BUILDING ARCHITECTURE CONNECTION BETWEEN THE STREET AND THE BUILDING

The starting point in creating a unified block face and in organizing the diversity of architectural styles and details on a given street and on a given building is an understanding of the building façade's design framework. The framework is made up of two major elements - the street level storefront and the upper façade. The **Street Level Storefront** is defined by the upper façade's piers and the sign frieze or fascia that separates the storefront's display windows from the upper architecture. This lower portion of the façade provides visual and physical access to the business located within and is the area in which the individuality and identity of that business can best be expressed. The main purpose of the storefront is to display goods and to project the image of the business therein. Storefronts also permit window shopping and can contribute to the shopping experience on key street oriented retail streets. Collectively, storefronts combine to project the image of the street and, in the case of key streets, the downtown and region itself.

The **Upper Façade** is that part of the building extending to the roof line. The Upper Façade consists of the cornice and the fascia that cap the building front, the building's upper stories, the windows that give articulation and interest to the upper architecture, and the piers that extend to ground level and visually support the façade and frame the storefront.

Within this framework there are a range of architectural components such as: Windows | Doorways | Roofline / Upper Façade. Storefront architectural features like fascia, cornices and pilasters (or piers)

* **SIGNAGE:** Applications for signage only (exterior business signs, awnings etc.) have limited funding and approval. Signage requests should be included in an overall update with other improvements. Vinyl "stick on" signage and temporary signage is not eligible.

The design of these various architectural components may be repeated or absent on surrounding buildings. Coordinating façade improvements with neighbouring structures helps to complement the design of the storefront, creating diversity and interest a street level and unity in building lines.

Design elements such as colour and texture may also be incorporated and can add interest, complexity and diversity to the building façade.

At a minimum, buildings require general cleaning, repairs and occasional improvements of the façade to enhance the positive design features.

2) INCORPORATION OF MAPLE RIDGE TOWN CENTRE DEVELOPMENT PERMIT AREA GUIDELINES

As far as possible, projects should take into consideration the building façade guidelines for awnings, signs, lighting, building materials, green building design, building colours and general form and character, as set out in the [Maple Ridge Town Centre Development Permit Area Guidelines](#) (a copy of which can be obtained from the City Planning Department).

3) GROUND COVERING MATERIAL: Minimum grade separation between the sidewalk and the built frontage should be provided. Any ground covering materials used in private forecourt space should be durable, non-slippery, and wheelchair, scooter and walker accessible. The finishes of the forecourt (private ground level entry area underfoot) can include creative materials, color, texture and overall design pattern that complement treatments to the public walk.

4) CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN: The principles of Crime Prevention through Environmental Design (CPTED) should, where possible, be incorporated into the design/renovation of the buildings. *Free CPTED assessment of your property by Community Safety Officers (M.R Bylaw Dept) available on request.* **If your Façade Improvement is more Safety & Security focused, PLEASE refer to our [LOCTED \(Lock Out Crime Through Environmental Design\) Grant Program.](#)**

5) LIGHTING ON THE BUILDING: The building entrances and façades should be lit to provide for pedestrian safety and security as well as to accentuate the building architectural features. Pedestrians scale lighting can also be incorporated into the building façade. Previously existing fixtures and electrical equipment should be removed. Exterior light fixtures to improve safety & security around the building are eligible.

6) SIGNAGE: Ground floor businesses will have individual business identification signs. Signs should comply with the City bylaws.

SIGNAGE: Applications for signage only (exterior business signs, awnings etc.) have limited funding and approval.

Signage requests should be included in an overall update with other improvements.

Vinyl “stick on” signage and temporary signage is not eligible.

7) QUALITY FINISHES INTEGRATED DESIGN & CORNER TREATMENT: The renovated façade of the building should be well integrated, interesting, and architecturally in unison with the style for the whole building. The corners of the building facing two streets should address both streets and should be well detailed for any pedestrian activity. Important building corners should avoid placement of staircases or other non-active functions like storage, mechanical or electrical rooms as those make the corner a dead space.

FAÇADE GRANT CRITERIA

- 1) Applicant must be a registered owner of a property within the DMRBIA Area or a business owner within the DMRBIA Area. If the applicant is a business owner, the property owner must approve of the application in writing and confirm that all improvements are to be paid for by the applicant. Grant reimbursement is made to the applicant.
- 2) All applicants must provide a recent copy of the title to the property (Property Tax document)
- 3) Where required, suitable drawings and building material specifications must accompany the application.
- 4) As far as possible, projects should take into consideration the façade guidelines as set out in the [Maple Ridge Town Centre Development Permit Area Guidelines](#).
- 5) Exterior façade improvements/upgrades only.
- 6) Maximum amount of the grant to be 50% of approved project costs, to a grant maximum of \$10,000, no minimum – **excluding taxes**. Corner properties, facing 2 streets eligible for \$20,000.
- 7) The number of grant approvals and grant amounts will depend upon the number of applications received and approved.
- 8) Façade components include:
 - a) Doors and Doorways
 - b) Windows and Window Openings
 - c) Signage*
 - d) Sighting
 - e) Exterior Surfaces
 - f) False Fronts
 - g) Moldings/Trim/Cornices
 - h) Architectural Details
 - i) Patio areas
 - j) Landscaping Elements
 - k) Paint
 - l) Decorative Details
 - m) Entranceways
 - n) Exterior lighting
- * SIGNAGE: Applications for signage only (exterior business signs, awnings etc.) have limited funding and approval. Signage requests should be included in an overall update with other improvements. Vinyl “stick on” signage and temporary signage is not eligible.
- 9) The completed project must match the approved project to ensure funding.
- 10) The grant is paid upon project completion, full payment and inspection of the project.
- 11) Grants are available to both property owner and business owner for each property once every 10 years.



#34—22374 Lougheed Hwy.
Maple Ridge, BC V2X 2T5
Phone: 604-467-2420

Email: executivedirector@downtownmapleridge.ca
Website: www.DowntownMapleRidge.ca

2025 FAÇADE IMPROVEMENT PROGRAM APPLICATION

Application Deadline: April 1, 2025. Applications received after this date will be considered if grant monies still available.

Date: _____	Applicant is the: <input type="checkbox"/> Property Owner <input type="checkbox"/> Business Owner
Applicant Name: _____	Phone: _____ Fax: _____
Address: _____	Email: _____
City: _____ P.C. _____	

Property Address: _____

Legal Description of the property where the project will occur:

Please attach a detailed description of the improvements that are proposed. Attach supporting materials including a description of the project, photos of the existing building façade, drawings of the proposed improvements (if applicable), two (2) quotes, a detailed line item budget and a project schedule. Please ensure all attachments are clearly labelled.

Total Cost of Improvements: \$ Grant requested: \$

Approximate Date Project Construction will begin: _____ Proposed Completion Date: _____ Deadline Dec. 31, 2025

BUILDING INFORMATION:

To your knowledge is the building a *Heritage Building*? YES NO UNKNOWN Number of Stories: _____

Total Square Feet : _____ Square Feet / Storey: Ground: _____
First: _____
Second: _____
Third: _____

Total Square Feet Vacant : _____

Current use: Retail Restaurant Office Service Other Commercial Residential Other
(please tick all appropriate boxes)

I understand that my submission of an application does not constitute a guarantee for funding under the Façade Improvement Program. I certify that all information is true and accurate to the best of my knowledge and, if approved, work will be completed in accordance with terms and conditions of the Performance Agreement entered into with the DMRBIA and the City of Maple Ridge.

Office Use Only

Date Rec'd: _____ Date of Application Review: _____
Application Complete: YES NO (If no, provide details) _____
Decision: APPROVED APPROVED / CONDITIONS NOT APPROVED
Amount of Grant: \$

Applicant Signature

PLEASE ATTACH THE FOLLOWING ITEMS:

- | | | |
|--|--|---|
| <input type="checkbox"/> Copy of Property Title | <input type="checkbox"/> Project Description | <input type="checkbox"/> Photos of the existing building façade |
| <input type="checkbox"/> Sketch/illustrations/drawings of the proposed improvements, incl. colour scheme | <input type="checkbox"/> Detailed line item budget | |
| <input type="checkbox"/> Project schedule (Start and End Date) | <input type="checkbox"/> Two (2) Contract Quotes | <input type="checkbox"/> Description of materials |

Note: Information collected in this application form is confidential and collected for the purpose of administrating the Façade Improvement Program and to maintain communications as considered necessary. Please note that the name & location of the building and façade improvement designs may be released to various organizations, the media, and the public if the applicant receives a grant under the Façade Improvement Program.

ELIGIBILITY REQUIREMENTS

- Eligible buildings must be located within the Downtown Maple Ridge Business Improvement Association (DMRBIA) Area.
- The applicant must be the property or business owner, with property owner's written consent.
- Grants are only paid upon completion of the pre-approved façade improvement project.; applications submitted after project is completed (or started) are not eligible.
- Maximum grant is 50% of cost of eligible improvements, maximum of \$10,000 per building façade (Max \$20,000 if corner).
- Only projects which meet the list of eligible improvements, or are otherwise deemed eligible upon review by the Project Review Committee may be eligible to receive a grant.

PROCEDURE

- All applicants are encouraged to directly connect with the DMRBIA prior to formally submitting their application to discuss the program process, project design, and eligible improvements.
- Completed application submitted to the DMRBIA.
- Pre-construction inspection conducted by the Project Review Committee.
- The Project Review Committee reviews the application and will either approve, approve with conditions or refuse an application at its discretion. Additional information may be requested.
- A Performance Agreement is entered into between the successful applicant and the DMRBIA, which will include a detailed description of the project, total cost of the project, list of eligible project expenses, start and completion dates of the project (completion must occur by December 31, 2025), amount of the grant awarded, and any conditions.
- Project construction begins.
- Applicant provides to the DMRBIA a Certificate of Completion signed by the applicant and contractor or architect, copies of all bills pertaining to the project, proof of payment, and proof of final inspection (where required) + "after pictures".
- Completed project is inspected by the Project Review Committee.
- Applicant is issued a cheque.

ELIGIBLE FAÇADE IMPROVEMENTS

Façade and storefront features eligible to be renovated, restored, or redesigned with grant dollars include:

Exterior Walls Doors	Windows	Exterior Architectural Details	Landscaping Elements
Entranceways	Storefronts	Exterior Decorative Details	Exterior Security Lighting
Exterior Signage	Awnings	Design, Architectural, Engineering Fees	Façade Cleaning & Painting
	Patio Areas	Moldings/Trim/Cornices	Laneways

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GRANT APPROVAL

- All project proposals are subject to a comprehensive review of the building storefront and façade, must meet high quality standards, and must reflect the spirit and intent of the Façade Improvement Program Guide.
- Submission of an application is not a guarantee of funding approval or a specific grant amount.

GRANT REIMBURSEMENT PROCESS

- The applicant must provide the following to the DMRBIA for reimbursement:
- A Certificate of Completion signed by the applicant and contractor or architect;
- Copies of all bills pertaining to the project and proof of payment (copies of credit card receipts or cancelled cheques);
- Proof that the improvements have passed final inspection (where required) and meet all District of Maple Ridge requirements including zoning, building and safety code (where required);
- Project inspection completed by Project Review Committee;
- Applicant is issued a cheque.

IMPORTANT

Full details of this program are contained in the [Façade Improvement Program Guide](#).

> Applicant must obtain all necessary permits and take into consideration the additional time required to obtain such permits.

The City of Maple Ridge encourages interested parties to reach out to the building counter for assistance.

Building Department - General Inquiries, Tel: 604-467-7311, Email: buildingenquiries@mapleridge.ca

Building Department - Permit Applications, Email: permitapplications@mapleridge.ca

Information can also be obtained via the [Building Permits & Inspections page](#). Changes may likely require sign, and/or building permit(s). As you are formulating your plans please refer to the [Maple Ridge Town Centre Development Permit Area Guidelines](#).