



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)

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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.

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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.