



## **Staff Report for Committee of the Whole Meeting**

**Date of Meeting:** April 16, 2019  
**Report Number:** SRPRS.19.068

**Department:** Planning and Regulatory Services  
**Division:** Policy Planning

**Subject:** **SRPRS.19.068 - Request for Approval -  
Application for the Façade, Landscape, and  
Signage Improvement Grant for 10216 Yonge  
Street.**

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### **Purpose:**

The purpose of this report is to request Council's consideration to issue funds from the Façade, Landscape, and Signage Improvement Grant ("CIP") program to support a façade improvement for the property on 10216 Yonge Street located in the Downtown Local Centre of Richmond Hill.

### **Recommendation(s):**

- a) That Council approve the Façade, Landscape, and Signage grant application submitted by Robert Cosentini on behalf of 2047501 Ontario Limited, owner of the property on 10216 Yonge Street, for a maximum amount of \$20,880 (\$11,600 via the CIP Grant, and \$9,280 via the Main Street Revitalization Grant) subject to the establishment of, and in accordance with the terms and conditions of a grant agreement;
- b) That the Mayor and Clerk be authorized to sign the grant agreement noted in item (a), upon the recommendation of the Commissioner of Planning and Regulatory Services; and
- c) That Council authorize the Director of Financial Services and Treasurer to issue a cheque(s) to disburse the funding to the applicant after it is determined the project has satisfied all requirements.

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### **Contact Person:**

Clement Chong, Project Manager, Richmond Hill Centre Secondary Plan, phone number 905-771-2515

### **Report Approval:**

**Submitted by:** Kelvin Kwan, Commissioner of Planning and Regulatory Services

**Approved by:** Neil Garbe, City Manager

All reports are electronically reviewed and/or approved by the Division Director, Treasurer (as required), City Solicitor (as required), Commissioner, and City Manager.

### **Background:**

#### **Richmond Hill's Office Development and Downtown Local Centre Community Improvement Plan**

On July 28, 2016, the Community Improvement Plan (CIP) Study was initiated to support economic development in the City of Richmond Hill. The CIP Study builds on a number of studies and plans undertaken by the City over the past several years, including the Economic Development Strategy (2010, updated in 2017), the Official Plan (OP, 2010), the Office Incentives Study (2013) and each of these studies and plans recognize the importance of a vibrant downtown. Council adopted the Community Improvement Plan on February 26, 2018.

There are three programs set out in the CIP:

- Tax Increment Equivalent Grant (TEIG) for office;
- Building Renovation Grant Program; and
- Façade, Landscape and Signage Improvement Grant Program.

The applicant Robert Cosentini is seeking funding from the Façade, Landscape, and Signage Improvement Grant Program for proposed façade improvements to the property at 10216 Yonge Street.

#### **The Façade, Landscape and Signage Improvement Grant Program**

The Façade, Landscape and Signage Improvement Grant Program is a component of Richmond Hill's Community Improvement Plan that supports aesthetic improvements within the Richmond Hill BIA boundary of the Downtown Local Centre. The policies of the Façade, Landscape, and Signage Improvement Grant Program define eligible costs. As per policy 4.5.2 Eligible costs (see Attachment 1), the list of eligible costs speak primarily to the physical improvements of the property and any other costs identified by the City. The Program provides matching grants to eligible property owners for building façades, front, rear or side lot landscaping (i.e. publically accessible parts of private properties), exterior signage improvements or any combination these three categories

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for property enhancements. Specific to façade improvement, the CIP provides a cost-shared grant value of up to 50 percent of the cost of façade improvements up to a maximum of \$15,000 per property for a single façade, whichever is less.

### **The Main Street Revitalization Initiative**

On January 23, 2018, the Province of Ontario announced the Main Street Revitalization Initiative. The purpose of this provincial initiative is to support small businesses and communities across the Province. The grant focuses on aiding municipalities to revitalize their downtown and main streets which in turn attracts visitors, creates jobs, and increases competitiveness among small businesses. A key requirement is that the approval and construction of the proposed improvements must be completed prior to March 31, 2020.

In accordance with Council's decision on July 9, 2018 (see Staff Report SRCAO.18.15), the application of this Provincial grant is now twinned with CIP grants related to façade, signage, landscaping and building renovation with the Downtown. Accordingly, subject to completing the proposed improvements by March 31, 2020, applicants may receive a grant of up to 90 percent of eligible costs (50 percent from the Façade Improvement Grant Program and 40 percent from the Main Street Revitalization Initiative) or a maximum grant of \$27,000 per property for a single façade, whichever is less.

### **CIP Grant Application Process**

There are five phases to the CIP grant application process. Phase 1 is a pre-application phase that ensures that the applicant submits a complete application. Phase 2 is the application submission, and evaluation. In this phase, the application is subject to the CIP Grant Eligibility Review where the CIP grant evaluation team evaluates the application and determines the eligibility of the application. It is during the evaluation process that eligible costs are determined. Phase 3 of the process is to present the recommendation report to approve the CIP grant. Should the grant be approved, a CIP grant agreement will be prepared and signed which will initiate construction in Phase 4. The CIP grant funds are released to the owner after the project is complete and all invoices are provided to the City (Phase 5). This application is currently in Phase 3 – Approval of the CIP grant approval process.

### **Site Details and Location:**

The subject land is located at 10216 Yonge Street and the commercial unit is approximately 352.23 square metres in size (see Attachment 2: Location Map). The property is zoned for General Commercial (GC) use. The property is also located within the Richmond Hill Business Improvement Area (BIA) of the Downtown Local Centre, which is a requirement under the CIP program. The Richmond Hill BIA is a designated project area that allows for community assistance programs such as the Building Renovation Program and the Façade Improvement, Landscaping and Signage Grant Program. As a result, this application is eligible for these benefits.

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The properties in the Downtown Local Centre exemplify the historic, symbolic, cultural and civic heart of Richmond Hill. As a whole, the Downtown strives to be a compact, pedestrian-oriented mixed-use centre that facilitates a great sense of community. The subject lands have a direct impact to the vitality of the streetscape as the property fronts onto Yonge Street.

### **Summary of Proposed CIP Application:**

On December 5, 2018, the applicant submitted a grant application form for the Façade Improvement Grant for an estimate total project value of \$28,000 (Attachment 3). As per the requirements of the CIP, the applicant submitted a signed grant application form, elevation photos, proposed elevation drawings showing the frontage façade improvements, and two quotes identifying eligible costs. Subsequent outstanding information in support of the application was submitted on January 22, 2019. The complete application was brought forward to a monthly scheduled Evaluation Team meeting held on February 25, 2019.

The proposed work includes the removal of the existing straight glass and entry door into the commercial ground floor unit. A new double glazed thermally broken storefront window and doors matching the existing façade will be installed. The improvements identified in this application do not propose any structural changes to the existing building. Approximately fifty percent of the proposed total project value represents all the materials and services required to complete the project. The remaining fifty percent represents all the associated professional fees undertaken to complete the elevation drawings.

### **Evaluation Consideration:**

During the Phase 2 – CIP Grant Eligibility Review, the CIP grant Evaluation Team assessed the application. It was determined that the proposal will contribute to the vitality of the street wall by improving a storefront appearance of a local business in the Downtown Local Centre. The upgrades to the storefront will help attract a new tenant, and revitalize the downtown core. As a result, the materials and services associated with the proposed façade improvements were deemed eligible under the CIP Program.

The applicant has provided two quotes for the materials and installation of the storefront improvements. An invoice for the architectural fees was also provided. In light of the work proposed, it is appropriate that the grant cover the \$4,500 plus HST in architectural fees related to the required elevation drawings of the proposal.

The Evaluation Team also provided an additional recommendation to repaint the storefront façade to further improve the visual curbside appeal. Should the applicant agree to this recommendation the associated painting costs will be eligible under the CIP Program. This information was conveyed to the applicant, and the applicant has agreed to paint the stucco.

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Accordingly, it is estimated that the completed work eligible costs amount to \$23,200, and this project is eligible for a maximum matching fund of \$20,880. The breakdown of costs are as followed:

- \$16,800 to replace one storefront approximately 29 feet x 88 inches & one single door;
- \$1,250 for painting supplies and handiwork to paint the façade of the building;
- \$5,150 for proposed elevation drawing submitted as a requirement for a complete application.

Among the eligible cost amounting to \$23,200, \$11,600 is provided by the Façade Improvement Grant (50 percent of eligible costs), and \$9,280 is provided by the Main Street Revitalization Grant (40 percent of eligible costs). In accordance with the conditions of the Main Street Revitalization Grant, the applicant will only receive the funds generated by the Main Street Revitalization Grant if the project is complete by March 31, 2020.

### **Economic Benefits to the Community**

The proposed enhancement of the property will contribute to the revitalization of the Downtown Local Centre Business Improvement Area. As a result of the façade rehabilitation, the owners of the property will have the opportunity to increase pedestrian traffic and create a destination for people spending time in the Downtown Local Centre of Richmond Hill.

### **Financial/Staffing/Other Implications:**

Sufficient funds are available in the Community Improvement Plan capital account 902 2017521034310 to cover the recommended grant.

### **Relationship to the Strategic Plan:**

The proposed façade rehabilitation for the property at 10216 Yonge Street implements the direction to achieve Goal 3, “A more vibrant Richmond Hill” specifically to “improve the look of buildings, streets and neighborhoods.”

### **Conclusion:**

The owner of 10216 Yonge Street is a small business owner in Richmond Hill whose business contributes to the vitality and economic development of the Richmond Hill Downtown Business Improvement Area (BIA) and the overall community. The proposed modifications to the façade of the property would support the growth of the community. Approval of this grant is consistent with the overall goals and objectives of the Façade, Landscape, and Signage Improvement Grant Program and the grant will help offset costs of the façade rehabilitation.

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### **Attachments:**

The following attached documents may include scanned images of appendixes, maps and photographs. If you require an alternative format please call the contact person listed in this document.

- Attachment 1 – Policy section 4.5.2 Eligible costs of the Richmond Hill's Office Development and Downtown Centre Community Improvement Plan
- Attachment 2 – Location Map
- Attachment 3 – Applicant's Original Submission Package

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### Report Approval Details

Document Title:	Request for Approval - Application for Façade, Landscape, and Signage Improvement Grant for 10216 Yonge Street .docx
Attachments:	- SRPRS.19.068 - Attachment 1 - Policy section 4.5.2 Eligible costs of the Richmond Hill's CIP.pdf - SRPRS.19.068 - Attachment 2 - Applicant's Location Map 10216 Yonge Street.pdf - SRPRS.19.068 - Attachment 3 - Applicant's Submission Package.pdf
Final Approval Date:	Apr 9, 2019

This report and all of its attachments were approved and signed as outlined below:

**Patrick Lee - Apr 9, 2019 - 1:54 PM**

**Kelvin Kwan - Apr 9, 2019 - 1:55 PM**

**David Dexter - Apr 9, 2019 - 1:58 PM**

**Neil Garbe - Apr 9, 2019 - 3:21 PM**