



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

**Date of Meeting:** December 4, 2019

**Report Number:** SRPRS.19.194

**Department:** Planning and Regulatory Services

**Division:** Policy Planning

**Subject:** **SRPRS.19.194 Community Improvement Plan – Façade Improvement, Landscaping, and Signage Grant Program Application – CIPG.19.005 (10094-10096 Yonge Street, Richmond Hill, Ontario)**

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### **Purpose:**

The purpose of this report is to request Council's approval for a Community Improvement Plan (CIP) Grant application under the Façade Improvement, Landscaping, and Signage Grant Program. The application is submitted by Farshad Pezeshgzad (2017136 Ontario Inc.), the registered owner of 10094-10096 Yonge Street, Richmond Hill.

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

- a) That Council approve the Community Improvement Plan - Façade Improvement, Landscaping, and Signage Grant application submitted by Farshad Pezeshgzad (2017136 Ontario Inc.) for façade and signage improvements of the building, located on 10094-10096 Yonge Street, in an amount not exceeding \$49,500 as outlined in this report; subject to the issuance of a "Sign Permit" and a "Tenant Permit" from the Building Division;
- b) That the Mayor and Clerk be authorized to sign the "CIP Grant Agreement" to provide the funding identified in Recommendation (a), upon the recommendation of the Commissioner of Planning and Regulatory Services;
- c) That the Commissioner of Planning & Regulatory Services be authorized to enter into and execute an assumption agreement to transfer the grant if property ownership changes;
- d) That Council allow the Director of Financial Services and Treasurer to issue a cheque(s) to disburse the funding to the applicant after it is determined that the project has satisfied all the requirements.

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### **Contact Person:**

Banani Afsana, Planner II, Policy; Phone Number: 905-771-9996, Ext. 3404.

### **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. Details of the reports approval are attached.

### **Background:**

The Façade Improvement, Landscaping, and Signage Grant Program was established in 2018 through the Richmond Hill Office Development and Downtown Local Centre Community Improvement Plan (CIP). It is designed to support the aesthetic improvements of Richmond Hill's Business Improvement Area (BIA). The program provides a matching grant of up to 50% of the eligible project cost to the entitled property owners / tenants (authorized by the owner(s)) for building façade, landscaping (i.e. privately owned public spaces), and exterior signage improvements, or any combination of these three categories for property enhancement. The grant amount ranges from \$1,000 up to \$25,000 per property, depending upon the available amount of funding and the assessment of merits of the proposed improvements against the CIP benefits and evaluation criteria.

### **Enhanced Funding**

On July 9, 2018, Council approved additional funding for the CIP Grant Program resulting from the Ontario Main Street Revitalization Initiative. The purpose of this provincial initiative is to help municipal governments undertake main street revitalization initiatives that support and benefit small businesses. This additional funding is to be combined with the existing CIP funding for the Façade Improvement, Landscaping, and Signage Grant Program. Therefore, the CIP Program changed from a matching funding (50%) to a cost-sharing funding (90%) for the duration of the enhanced program initiated by the Province. The enhanced program has a grant amount ranging from a minimum of \$1,800 to a maximum of \$45,000. Once the enhanced funding is fully allocated, the CIP Grant Program will revert back to the previous matching funding model of up to 50% of the eligible project cost.

To be considered for the program, an owner or tenant (authorized by the owner(s)) must submit a signed complete Grant Application Form and supporting documents including detailed description of the proposed improvements, photos, and drawings (site plans, elevations, etc.), two quotes of each proposed work, and samples of building materials, if required.

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This report recommends that Council approve grant funding to Farshad Pezeshgzad (2017136 Ontario Inc.), the applicant, under the Façade Improvement, Landscaping, and Signage Grant Program to assist with the overall cost for façade and signage improvements, as described in this report.

### Project Details

On April 29, 2019, Farshad Pezeshgzad, the registered owner of 10094-10096 Yonge Street, submitted an application requesting grants under the Façade Improvement, Landscaping, and Signage Grant Program to improve all the façades of the existing building, and signage for businesses within the building.

The subject property is located within the “Village Core/District” and the boundaries of CIP and BIA of Downtown Richmond Hill, and to the west of Yonge Street, and between Arnold Crescent / Lorne Avenue to the North and Major Mackenzie Drive East to the South (see attached **Appendix A**).

Currently, a two-storied building, located on the subject property, contains three retail stores at the ground floor, and two residential units on the second floor. The property is zoned as “General Commercial (GC) / General Commercial Residential (GCR)” in the current Zoning By-law (66-71); and subject to a Site Plan Control Area (By-law 346-87).

As per the CIP requirements, the applicant submitted a signed and completed Grant Application Form; description and objective of the proposed façade and signage improvements (see attached **Appendix B**); photos; architectural drawings; and two quotes for the proposed improvements.

The architectural drawings for façade improvements are attached in **Appendix C**; and a quote for the modified improvements, and sample of materials are attached in **Appendix D**. The applicant has proposed: replacing the front (east) and north side vinyl sidings with ACM panels on the first floor and new vinyl siding on the second floor. Other improvements include: treatment of the concrete steps at the front and adding a railing to the north side of the steps; replacement of all the doors and windows, at the ground floor, on the front (east) and north sides of the building; installment of three new awnings with signs at the ground floor store front; and adding surface lights on both façades (front and north) visible from Yonge Street.

A building permit is not required for the proposed improvements; however, the applicant is required to apply for a “Tenant Permit” and a “Sign Permit”.

Staff have reviewed the application with respect to the goals, objectives, and public benefits as described in the CIP Program; and also, the City’s Urban Design Guidelines and the “Downtown Design and Land Use Strategy”, “Village Core Neighborhood Design Guidelines”, and the “Official Plan”. Staff have recognized that the proposed façade and signage improvements will support the CIP principles by:

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- Contributing to the downtown revitalization through façade and signage improvements; and
- Enhancing the aesthetic appeal of the Village Core that may result in economic spinoff effects including the potential attraction for new office and commercial business developments.

Overall, the proposed project will enhance the aesthetic appeal of Yonge Street within the BIA, and accordingly, will meet the goals, objectives, and public benefits of the CIP Program.

### Eligible Costs

The applicant has submitted a quote for the proposed façade and signage improvements in an amount of \$119,586 (excluding HST). Whereas, garbage removal and overhead and profits are considered as ineligible costs (see attached **Appendix D**). The total eligible project cost is considered as \$102,200 (excluding HST).

The quote submitted by the applicant meets the eligible costing criteria of the CIP Program; however, the applicant shall abide by all the regulations set out in the sign permit and tenant permit processes.

### Recommended Grant Amount

Based on the review and evaluation of the proposed façade and signage improvements, including the quotes, staff recommend that the applicant receive an amount not exceeding \$49,500 (\$45,000 for façades and \$4,500 for signage improvements, equivalent to a maximum cost-shared grant), subject to the required "Sign Permit", "Tenant Permit", and any other approvals as determined, as well as submission of the receipts (invoices) of the completed works as signed off by the applicant in the "CIP Grant Application Form – Grant Agreement" (see attached **Appendix E**). If the grant is approved, and thereafter, the project has been completed accordingly and passed an inspection, the funds will be disbursed.

### Time Period to Complete Project

According to the provisions of the Ontario Main Street Revitalization Grant, 40% of the eligible improvement cost shared with the CIP Grant will lapse if the project has not been completed by March 31, 2020. In that event, a matching grant of up to 50% of the eligible improvement cost to a maximum grant of \$27,500 (\$25,000 for façade improvement and \$2,500 for signage improvement), will be granted to the applicant.

### Financial/Staff/Other Implications:

There are sufficient funds available in the CIP Grant Program to award this grant.

There are no other financial or staffing implications.

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

The Façade Improvement, Landscaping, and Signage Grant Program implements the direction to achieve a more vibrant Richmond Hill, specifically by fostering a “sense of identity and place”; and is directly consistent with the Goal 3 - Outcome 1 of the Strategic Plan to improve the look of buildings, streets, and neighbourhoods.

### **Conclusion**

Staff have reviewed the proposed grant application and recommend that Council approve a grant not exceeding an amount of \$49,500 to Farshad Pezeshgzad (2017136 Ontario Inc.) for the façade and signage improvements of 10094-10096 Yonge Street, Richmond Hill.

### **Attachments:**

The following attached documents include scanned photographs and drawings. If you require an alternative format, please contact the assigned planner.

- SRPRS.19.194 - Appendix A – Location Map – 10094-10096 Yonge Street, Richmond Hill
- SRPRS.19.194 - Appendix B – Signed and Completed Grant Application Form, and Description and Purpose for Proposed Improvements
- SRPRS.19.194 - Appendix C – Modified Architectural Drawings (Plans and Elevations) of Façade and Signage Improvements
- SRPRS.19.194 - Appendix D – Modified Quotes, Specifications, and Material Samples for Proposed Improvements
- SRPRS.19.194 - Appendix E – CIP Grant Application Form – Grant Agreement

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### Report Approval Details

Document Title:	SRPRS.19.194 - Request for Approval - CIP Facade Improvement, Landscaping and Signage Grant Application.docx
Attachments:	<ul style="list-style-type: none"><li>- ARPRS.19.194 - Appendix A - Loction Map - 10094-10096 Yonge Street.pdf</li><li>- SRPRS.19.194 - Appendix B – Completed Application Form and Description and Purpose for Improvements.pdf</li><li>- SRPRS.19.194 - Appendix C - Modified Architectural Drawings (Plans and Elevations).pdf</li><li>- SRPRS.19.194 - Appendix D – Modified Quotes, Specifications, and Material Samples.pdf</li><li>- SRPRS.19.194 - Appendix E - CIP Grant Agreement Form.pdf</li></ul>
Final Approval Date:	Nov 20, 2019

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

**Patrick Lee - Nov 19, 2019 - 12:44 PM**

**Kelvin Kwan - Nov 20, 2019 - 9:25 AM**

**David Dexter - Nov 20, 2019 - 9:52 AM**

**Neil Garbe - Nov 20, 2019 - 10:21 AM**