

DOWNTOWN CPTED AND FAÇADE IMPROVEMENT PROGRAM FAQ

What is the purpose of the program?

This is a partnership between the Downtown BIA and the City to promote downtown revitalization by encouraging investment in safety and crime prevention within the primary shopping area of downtown Campbell River.

What kind of properties are eligible for grant funding?

Existing buildings located within the *Downtown Improvement Program Area*, as illustrated on the attached map.

What resources are available to help ensure design improvements or interventions are acceptable?

Please refer to the City website and review the Downtown Revitalization page, as well as the “Refresh Downtown” strategy to ensure any proposed interventions satisfy the community’s vision for the downtown core.

What projects are eligible to receive a grant?

CPTED assessments of a property or building by a qualified CPTED practitioner are eligible. Additionally, CPTED intervention works that renovate, restore or re-design building facade features or spaces are eligible, including:

- Exterior architectural details;
- Exterior decorative details
- Windows and window openings
- Exterior (architectural) lighting of building and/or doors and doorway openings
- Patio areas
- Design, Architectural, Engineering Fees
- Landscaping elements

Who is eligible to apply?

The applicant must be the property owner or the business owner, or a tenant with property owner authorization*. The property owner must approve the application in writing and confirm that all improvements are to be paid for by the applicant.

*Owner authorization is not required for a CPTED assessment only.

How do I apply?

The program application form can be downloaded from the City’s website at www.campbellriver.ca, or applicants can request that an application be sent by email.

How often can I apply?

Both property owner and business owner are eligible to apply separately for a grant for the subject property once every 5 years, provided that the improvements are paid for by each applicant separately. Applications can be submitted for a CPTED assessment and a separate application for CPTED improvement works can also be submitted within the same timeframe.

Can I apply for the grant if I have already started construction?

For an improvement project to be eligible to receive a grant the project may only start after the application is approved.

How much funding is available?

A grant for up to 50 percent of the cost of a CPTED assessment by a qualified practitioner can be provided up to a maximum of \$5,000.

A grant of up to 50 per cent of the cost of eligible improvements or CPTED interventions, up to a maximum refund amount of \$10,000 per building.

Please note: submitting an Application does not guarantee a grant or a specific grant amount.

When can I submit my application?

Applications will be accepted starting November 17, 2020, applications will be accepted.

Please note that to be eligible to receive a grant, all assessments and/or construction must be started before Dec 31, 2020.

Who decides if funding is approved?

The Development Service Department will work with applicants to ensure projects meet design requirements and fulfil eligibility criteria.



Questions? Contact Us!

Tel. 250-286-5725

Email: planning@campbellriver.ca

www.campbellriver.ca

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What is the application process?

1. Determine if your property is in the Downtown CPTED and Facade Improvement Area (see attached map).
2. Review the Refresh Downtown strategy and the “CPTED Overview and Checklist” at campbellriver.ca
3. Submit a completed application and all required attachments to planning@campbellriver.ca
4. Once the application has been reviewed by the Development Services Department, the applicant will be advised in writing if the request has been approved, refused, or approved with conditions.
5. A Performance Agreement will be required between the applicant and the City of Campbell River, outlining the terms of the improvements and grant funding.
6. Applicant must maintain all receipts and keep a detailed list of expenses.
7. After the improvements are completed, and verified, funds are released as per the Performance Agreement with the BIA.

When will I know whether my application is approved?

All applications will be reviewed by the Development Services department and applicants will be advised in writing to confirm whether an application has been approved, refused, or approved with conditions. The review and subsequent correspondence may take 2 to 3 weeks.

How long will it take to receive my grant?

A cheque will be issued by the BIA once all construction has been completed, and all deficiencies (if any) have been resolved.

What other programs are available?

The City has a Downtown Revitalization Tax Exemption Bylaw that is intended to promote revitalization of specified areas in the downtown core by providing a tax break for new construction or re-development of existing buildings. Any renovation or new construction of multi-family or commercial projects within the defined areas are eligible for some portion of tax exemption from the municipal portion of taxes.

Do I still need to get design review approval and a building permit for my project, since I'm applying for a grant through the City?

Depending on the works intended, the applicant may need a Development, Building or Sign Permit. Applicants must obtain all necessary permits in addition to the grant application. When submitting an application, please consider that additional time may be required to obtain these approvals.

To confirm whether approvals are required, and timing, please contact the Development Services Department at 250-286-5725 before applying.

For more information on Bylaws and Form, Character and Performance Development Permit Guidelines contact the Development Services Department or visit www.campbellriver.ca/planning-building-development/downtown-revitalization.

What are the general design criteria?

General design principles endorsed by this program include:

- Creating building facades and architectural elements that add interest, quality, safety and comfort to the street environment;
- Strengthening the integrity and design of the public/private interface of downtown buildings; and
- Emphasizing good urban design while also utilizing CPTED recommendations to maximize safety and crime prevention.

Where does the grant funding come from?

Council has set aside funds for the Downtown CPTED and Façade Improvement Program for 2020/2021 .

Other highlights:

- CPTED assessments done by qualified practitioners will be granted to a maximum of \$5,000
- The maximum grant amount for CPTED intervention work will be \$10,000.
- Grants do not have to be repaid



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