



## TOWNSHIP OF BONNECHERE VALLEY

### Community Improvement Plan - Signage Funding Stream

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#### PURPOSE AND OVERVIEW OF FUNDING

This Community Improvement Plan (CIP) establishes a framework for the Municipality's support and implementation of fostering local economic development. The purpose of the CIP is to preserve and improve the heritage of the Commercial Districts in the Township of Bonnechere Valley. The CIP encourages the restoration and rehabilitation of building façades and signage.

**This is a matching program, which means the applicant pays a portion, and the Municipality covers a portion. If the application is approved, the Municipality will cover 50% of project costs up to a maximum of \$1,000.**

- The applicant must be the registered owner of the subject property. Tenants can apply with a signed permission from the owner found in Section 7 of the application form.
- The applicant must be current with their property taxes.
- Any work completed prior to approval by the Municipality is not eligible for funding.
- Only commercial properties are eligible for signage improvement funding.
- Only one signage application per registered property owner per fiscal year.

If the application is approved, funding provided by the Municipality may only be used for the purposes of commercial signage improvements as indicated on the application form. Funding allocations are made subject to Council approval.

If the application is approved by Council, the applicant will be notified in writing with a Notice of Approval Letter. The applicant must complete the project within eight months of Council approval.

#### MUNICIPAL FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT

The Municipality may promote the program in partnership with the Eganville & Area Community Development Committee and reserves the right to use approved and funding projects as examples in promotional programming. The Municipality may promote approved projects by using photographs and descriptions of the project in promotional materials.

#### PAYMENT OF FUNDING

If an application is approved, the applicant will be notified in writing. A cheque made payable to the applicant will be disbursed on the following conditions:

- The applicant has submitted a notice of completion with supporting invoices and proof of payment for eligible completed work
- The proposed improvements have been completed to the satisfaction of the Municipality
  - The Chief Building Official has approved the signage improvements
- The applicant has complied with all terms and conditions of the application procedure, including but not limited to:
  - Inspection procedures
  - Completion of the application
  - Completion of work within the prescribed time frame
- The applicant has obtained all building permits, or any other permits required

- The applicant has conformed with all applicable health and safety standards

By accepting payment from the Municipality, the applicant agrees to maintain the property and the signage improvements.

Funding approval will lapse if a notice of completion is not issued within eight months of Council approval. Council may grant an extension of up to four months following the receipt of a written request by the applicant setting out the reasons for the extension and providing a new date of completion.

### COMMITTEE REVIEW PROCESS

Council will review the application and will make its recommendations to the Chief Administrative Officer and the Community Development Assistant. The funding is limited and will be awarded on a first-come, first-served basis and is limited to one signage application per registered property owner per fiscal year.

Applications will be reviewed and selected based on their compatibility with the visions and goals of the Township of Bonnechere, Council, Eganville Area Community Development Group, and their impact on the Commercial Districts.

### LIMITATION OF LIABILITY AND IDEMNIFICATION, FURTHER CONDITIONS

Municipal staff, officers and agents shall be saved harmless arising out of any actions or approvals granted, or any building code infractions associated with the completed work.

The municipality shall be entitled to at any time impose such additional terms and conditions on the use of the funding, which, in its sole discretion, it deems appropriate of the funding, which, in its sole discretion, it deems appropriate.

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### 1. APPLICANT INFORMATION

Name of Applicant:	
Name of Business:	
Mailing Address:	
Telephone Number:	
Fax Number:	
Email Address:	

### 2. PROPERTY INFORMATION

If the applicant is not the owner of the land that is the subject of this application, written authorization of the Owner that the applicant is authorized to make the application must be included with this application, see Section 7.

Name of Property Owner:	
Property Address:	
Property Roll Number:	

*The personal information on this form is collected under the legal authority of the Planning Act, Section 28. The personal information will be used for determining your eligibility for funding.*

### 3. WORK ESTIMATES

*Attach two independent contractor estimates for signage improvements.*

Preferred Contractor:	
Estimated Construction Cost:	
Second Contractor:	
Estimated Construction Cost:	
Total Construction:	
Total Funding Requested:	
Total of Funds By Owner:	

### 4. DESCRIPTION OF IMPROVEMENTS

*Provide a written description of the proposed improvements. Attach a least one copy of a prepared sketch showing the proposed improvements.*

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## 5. EXISTING SIGNAGE

*Attach a picture of the existing signage to this application.*

## 6. AFFIDAVIT OR SWORN DECLARATION DATE OF APPLICATION SUBMISSION

I, \_\_\_\_\_, of the \_\_\_\_\_ make oath and say or solemnly declare that the information contained in this application is true, and that the in documents that accompany this application is true.

Sworn (or declared) before me at the \_\_\_\_\_

in the \_\_\_\_\_

this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_  
A commissioner, etc.

\_\_\_\_\_  
Applicant's Signature

## 7. CONSENT OF THE OWNER

*Complete the consent of the owner concerning personal information set out below.*

### **CONSENT OF THE OWNER TO THE USE AND DISCLOSURE OF PERSONAL INFORMATION**

I, \_\_\_\_\_, am the owner of the land that is the subject of this application and for the purposes of the Municipal Freedom of Information and Protection of Privacy Act, I authorize and consent to the use by or the disclosure to any person or public body of any personal information that is collected under the authority of the Planning Act for the purposes of processing this application.

\_\_\_\_\_  
Name of Owner (please print)

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

Owner's Contact Information:

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_

Postal Code: \_\_\_\_\_

\_\_\_\_\_  
Telephone (Home)

\_\_\_\_\_  
Telephone (Business)

\_\_\_\_\_  
Cell Phone

\_\_\_\_\_  
Fax