



DTES Awning Program

(for Strathcona Business Improvement Association)
September, 2009

PROGRAM DESCRIPTION

This program is developed to upgrade awnings for retail sites in Chinatown, Gastown, and Strathcona BIAs. The intent of this program is to contribute to a more positive retail environment in the Downtown Eastside. This program is one of several programs being launched through the Great Beginnings Initiative. It provides funding to implement small-scale awning improvements.

In an effort to revitalize the targeted neighbourhood shopping areas, the DTES Awning Improvement Program is used to improve the appearance of awnings over storefronts. This program will help to make DTES shopping districts more attractive to both residents and visitors. Only storefronts within the targeted area are eligible for this grant. Funding is available for replacing awning skins or changing fixed awnings into manual retractable awnings. Structural improvements or repairs of awnings are not included in the program.

ELIGIBILITY CRITERIA

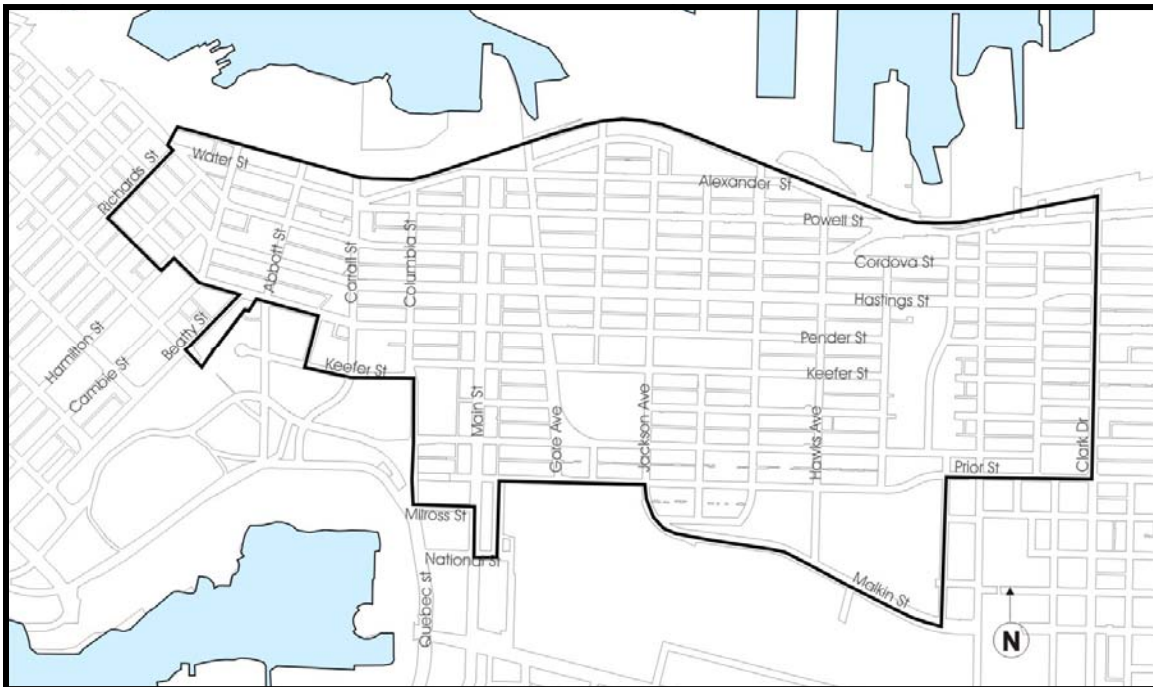
Building Eligibility

The building must be located in the area targeted for Awning Improvement (see map below). Awnings that have previously received grant funding and recently renovated awnings may qualify for funding.

Eligible participant include either the owner(s) of a business located on the ground floor in an eligible building or the property owner(s). Building tenants must include a letter of support from the property owner for awning improvements included in the grant application.

The participant must verify that there are no code enforcement actions currently active against the awning or the business or that work undertaken in conjunction with the improvement project will incorporate mitigation of code violations.

Area targeted for Awning Improvements:



Grants

Grants may be made to eligible participants as follows:

Each grant per storefront is for 40% of the cost to replace the material or 'skin' of the existing awning (with an approved canopy application) and/or the replacement of a fixed awning with a manual retractable awning, up to a maximum contribution from the City of \$1,500. The grant must be matched with a 60% contribution from the Program participant.

Improvements that are maintenance or repair oriented, such as storefront signage (with an approved sign permit), exterior lighting and supporting electrical work, window planting boxes, soil, and plants, murals, other facade improvements, roofing, paving, landscaping and structural upgrade improvements are not eligible for grant funds under this program, but may be undertaken at the Applicant's expense and with requisite permits in place. These additional improvements are encouraged where possible.

STEP-BY-STEP PROCEDURES

Step 1.

Program participant goes to Strathcona Business Improvement Association ("SBIA") to register for program.

- The program participant will provide the following information:
 - Who they are - business owner or property owner?
 - Details for the awning and signage
 - Cost estimate
 - Who will do the work - SBIA can recommend DTES awning suppliers
 - Estimated time of completion

Step 2.

Once registered with SBIA, the program participant comes to the City of Vancouver Enquiry Centre to coordinate permit and inspections

- Once permit is received, a copy of permit should be given to the VCMA for their records

2.A. To reskin a fixed frame awning and keep the existing frame, the City requires:

- An application form
- An owner's undertaking letter
- All the drawings from the general requirements checklist, including scaled drawings of any text or graphics if there is a sign proposed
- A signed and sealed letter from an engineer stating that they have been to the site and inspected the awning to be in good condition, and that the awning frame will not be removed during the reskin process.

2.B. To replace a fixed frame and reskin the awning, the City requires:

- An application form
- An owner's undertaking letter
- All the drawings from the general requirements checklist, including scaled drawings of any text or graphics if there is a sign proposed
- Signed and sealed B-1/B-2 structural letters of assurance from a structural engineer
- Signed and sealed engineered drawings with building code statements (See attachment #4)
- Structural concept review signed by another engineer (peer review)

2.C. For new or replacement retractable awnings the City requires:

- An application form
- An owner's undertaking letter
- All the drawings from our general requirements checklist, including scaled drawings of any text or graphics if there is a sign proposed
- Signed and sealed B-1/B-2 structural letters of assurance from a structural engineer
- Structural connection detail signed and sealed by a structural engineer *
- Structural concept review *

* The statements required by the Chief Building Official are subject to approval for a Vancouver Building Code By-law amendment by Council in Sept. 2008

Step 3. Upon completion of the awning replacement, the program participant brings permit, final inspection results, and invoice for awning to SBIA

Step 4. SBIA confirms status of permits and receives funding subsidy from the City of Vancouver on behalf of program participants. SBIA then issues individual reimbursement cheques to each program participant.

TIMELINE

Applications for participation in this program must be received by December 31, 2008.

ATTACHMENTS

Program package contains:

1. General requirement checklist of required documentation for sign permit applications
2. Sample application form
3. Sample owner's undertaking letter
4. Building Code Statements
5. List of DTES sign companies

ATTACHMENT ONE

General requirement checklist of required documentation for sign permit applications

ATTACHMENT TWO

Sample application form

ATTACHMENT THREE

Sample owner's undertaking letter

ATTACHMENT FOUR

Building Code Statements

ATTACHMENT FIVE

List of DTES sign companies

Abby Designs
1112 Franklin St
604.324.7446
www.abbydesign.ca

Adpoint Sign
107-950 Powell St
604.216.2915

Jemco Display
837 Cordova St
604.253.0277
www.jemcodisplay.com

Mainly Awning & Signs Ltd
1235 Pender St
604.253.0199
www.mainlysigns.ca

Signco
1222 Frances St
604.215.7771

Superior Marking Stamp & Stencil Co Ltd
790 Clark Dr
604.253.8221
www.superiormarking.com

Up Sign
5-1132 Powell St
604.255.7446