

**NUMBER:** STRAT0072 / OFFICE OF THE CEO

**ACT:** Not Applicable

**POLICY TITLE:** Façade Improvement Program

**1. PURPOSE AND SCOPE**

1.1 The purpose of this policy is to support commercial property owners to revitalise existing building facades using a Council issued co-contribution to cover a portion of the facade renovation costs. The policy is to assist in maintaining the city's existing streetscape appeal and to attract an increase in people and commercial activity within the Charters Towers Central Business District.

**2. COMMENCEMENT OF POLICY**

2.1 This policy will commence from 15 July 2020. It replaces all other policies relating to building façade improvements within the Charters Towers Central Business District (CBD).

**3. ELIGIBILITY CRITERIA**

3.1 To be eligible, applications must:

- 1) be for works on an existing commercial building where located within the Centre Zone as per the Charters Towers Regional Town Plan Version 2 and where fronting either Mosman or Gill Streets
- 2) be for façade treatments only and not include plumbing, stormwater or other structural improvements such as re-roof, awning or awning post replacements
- 3) where including advertising signage and the building is within the Heritage Overlay of the Charters Towers Regional Town Plan Version 2, be compliant with the relevant Acceptable Outcomes of the Heritage Overlay Code
- 4) be for a building which has not been subject to a previous façade improvement program co-contribution grant
- 5) include the consent of the registered property owner, and
- 6) be undertaken by a local licensed tradesperson whose registered business is within the Charters Towers Region.

3.2 Eligible façade treatments include:

- 1) painting (respectful of the heritage values of the CBD)
- 2) new or improved advertising signage
- 3) window treatments and lighting
- 4) reinstatement or restoration of architectural, historical and character features
- 5) treatments that add attractive detail and texture
- 6) greenery such as vertical gardens and window planter boxes
- 7) murals and artwork, such as artwork on walls or roller doors
- 8) removal of redundant items such as advertising signage
- 9) screening of visible plant, equipment and utility hardware, and
- 10) other facade works that reflect the intent and purpose of the program as approved by Council.

**4. FUNDING ARRANGEMENT**

4.1 Upon the approval of an eligible application, Council will provide a co-contribution based on a maximum of 50% up to a maximum of \$2,000 (whichever is less).

**5. ASSESSMENT AND APPROVAL OF APPLICATIONS**

5.1 Applications are to be made in writing to the Chief Executive Officer using the approved form with all mandatory parts completed

5.2 Upon receipt of the application, Council Officers will undertake an assessment and request any further information, once Council is in receipt of the additional information if required, a decision to be reached within four weeks. Applications will be assessed against the following criteria:

- 1) The improvements significantly contribute to the authenticity of the established heritage values of the streetscape

- 2) The improvements enhance the architectural, character and/or historical features of the building, and
  - 3) The improvements exemplify innovation and creative design.
- 5.3 Once a decision is reached, Council will issue formal correspondence to the applicant detailing the outcome of the decision and whether a funding agreement needs to be executed between the parties where an approval has been given, and
- 5.4 Council reserves the right to approve or refuse applications made under the policy at its sole discretion. Funding will be allocated on a case by case basis subject to Council approval until the allocated budget has been spent or the program year has ended.
- 6. CONDITIONS OF APPROVAL**
- 6.1 Once approved, applicants will be required to enter into a funding agreement with Council which will be subject to the conditions as seen fit by Council. Conditions will include a currency period of four months to complete the works and those relating to obtaining all necessary insurances (such as public liability insurance), Council permits/approvals and licences prior to the works occurring. Funding will not include the costs associated with obtaining the required approvals and insurances.
- 6.2 If works are not undertaken in accordance with the timeframes and conditions stipulated within the funding agreement, Council has no obligation to release the funds.
- 6.3 Any overrun in costs is not the responsibility of Council and extra funds will not be granted.
- 6.4 Funding will however be released once the works have been completed and the following information provided:
- 1) notice confirming that the works have been finalised
  - 2) a tax invoice with the licensed tradespersons invoice attached showing the payment for the works;
  - 3) photos of before and after the works are completed, and
  - 4) consent from the applicant for Council to use the before and after images for commercial purposes.
- 7. APPEAL RIGHTS**
- 7.1 There is no appeal mechanism should Council in its discretion decide not to approve the application.
- 8. POLICY REVIEW**
- 8.1 The policy is to be reviewed upon key changes to relevant legislation, or every two years if no changes have been required to be enacted.

### Variations

*Council reserves the right to vary, replace or terminate this policy from time to time.*

### Associated Documents

- Charters Towers Regional Town Plan Version 2