

Dungarvan Town Centre Improvement Scheme 2017

Waterford City & County Council is pleased to announce that the Town Centre Improvement Scheme has been re-opened for applications in 2017. The Scheme is applicable to Dungarvan Town Centre; as defined in the Development Plan 2012-2018. The grant will be applicable to commercial properties that are visible within the public realm.

A buildings appearance within the public domain is an important aspect of the presentation of the town; inhabitants and visitors' impressions of towns are certainly affected by the visual quality or lack of it in the presentation of streetscape. In 2016 Dungarvan was awarded a silver medal in the SuperValu Tidy Towns Competition; which is a testament to the high standard of presentation within the town.

The grant will be payable, in arrears, for upgrading of shop frontage improvement works. Any proposed works are to be compliant with planning regulations. Proposals for funding do not have to involve a significant or expensive change. Simple jobs like repainting a shop front or seasonal window dressing may qualify. Each application will be assessed on its own merits and any job that will enhance the town's character may qualify for grant aid.

Particular emphasis should be on works to enhance the visual appearance of the streetscape, more appropriate shop front signage and removal of neon signs, banners or other inappropriate signage.

The closing date for applications will be 05th May 2017; once an application has been approved the proposed works must be completed prior to 3rd November 2017. However, please note that a valid application does not guarantee funding. The numbers approved will be subject to the level of funding available from Waterford City & County Council.

Terms and Conditions

- Only **one** application will be granted per property. Quotations must be fully inclusive and costs for paint, supplies and costs of labour etc must be specified.
- Quotations to be from a tax compliant contractor for the execution of the works. VAT number of the contractor must be included on written quote submitted. Tax compliance must be valid for the duration of the scheme.
- The scheme will offer a grant towards the total cost of the works required to enhance the visual improvement of a building. Note that that grant will be capped to a maximum of €600.00 or 50% of the total costs whichever amount is less.
- Applicants must not be in arrears with the Council or must be able to provide evidence that they have entered into, and are abiding by, a scheduled payment agreement with the Council.
- The proposed colour scheme must also be submitted including brand name and reference number.
- Where a contractor is appointed the successful applicant will be required to obtain all necessary consents and comply with legislation and codes of practice particularly

those related to Health & Safety which apply to such work and/or approved schemes.

- The successful applicant will be required to complete the approved works in a satisfactory manner on or before 3rd November 2017.
- Payment will be made directly to the applicant (owner or occupier of the property) once the approved works have been carried out and the Grant Claim Form is submitted fully complete with all required receipts, etc.
- Before / After photographs of approved properties must be submitted and may be used by Waterford City & County Council for use in promotional material.
- Works must not commence prior to formal approval in writing from Waterford City & County Council, otherwise grants will not be paid.
- Waterford City & County Council has a limited budget and unfortunately not all applicants may receive grant assistance.
- Applicants should assess their own eligibility (including need for planning) and return the complete Application Form along with two written quotations for proposed works together with written consent of property owner, where applicable. The Council reserves the right to request further quotes if it is deemed appropriate.
- Applications should clearly identify each element of the works proposed.
- With regard to works to protected structures and buildings within the ACA the applicant is advised to meet Conservation Officer for advice on best practice
- If the application is successful, the Council will confirm in writing the amount of grant to be offered in accordance with the guidelines.
- In general grants will only be offered to independent businesses. Grants will generally not be approved for businesses that are franchises or are part of a national or international chain.
- Grants will not be offered in respect of works already completed.
- If the applicant is a lessee the lease must have a minimum of 2 years to run and the application must be accompanied by a letter of consent by the owner of the property. This requirement will not apply in the case of rolling leases where the lessee can prove continuity for a minimum period of 2 years.
- It is the applicants' responsibility to determine if planning permission is needed for the proposed works and to secure approval from the Planning Authority.
- Eligible elements include repair and replacement of:
 - Shop fronts, including fascia.
 - Windows (security glazing/laminated glass which allows window shopping to take place in the evening).
 - Doors.
 - Rainwater goods; guttering or downpipes on shopfronts.
 - Redecoration (including painting, signage etc.)
 - Pedestrian access improvements.
 - Repair / replacement of elements which either consist of exempted development or have the benefit of an existing planning permission including security measures such as open or lattice shutters / door grilles (excluding external roller shutters), signage and lighting.

**Dungarvan Town Centre Improvement Scheme 2017
Application Form**

Property Address

Name of Owner(s)

Name of Applicant(s)

Applicants address

Contact Telephone number _____

Contact email address _____

Details of proposed works

Total Cost as outlined on quotes _____

Applicant(s) Signature

Owner(s) Signature

Applicant(s) Name Printed

Owner(s) Name Printed

Date _____

Date _____

Office Use Only

Date Received

Application Complete

Grant Amount

Checking Officer