

## Apply Now

Name of applicant/business: \_\_\_\_\_

Address of applicant: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone No: \_\_\_\_\_ Email: \_\_\_\_\_

Is the premise an independently-owned ground-floor retail or commercial premises, fronting onto the public road and zoned **Town Centre / Village Centre** Yes / No (Please Circle).

Est. start date: \_\_\_\_\_ Est. Completion Date: \_\_\_\_\_

Planning application reference (if applicable): \_\_\_\_\_

The grant will be **50%** of the cost of the works up to a maximum of **€750**

For what will these funds be used: (Please provide a detailed breakdown and a written quotation for the **total estimate cost of the project**):  
\_\_\_\_\_

### Declaration

I / We declare that the information provided is true and correct

Name (Block Capitals): \_\_\_\_\_ Position Held: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Contact forms should be returned to Linda Meredith, Business Support Unit, Laois County Council, Áras an Chontae, JFL Ave., Portlaoise, Co. Laois, R32 EHP9. Contact 057 866 4000 or businesssupport@laoiscoco.ie for more details



# Shop Front Improvement & Accessibility Grant 2020

The purpose of the scheme is to foster good design practices which respect the character of streetscape in terms of detailing materials and finishes. The encouragement of high quality commercial frontages which use a variety of architectural styles which need not duplicate established architectural approaches but should conform to the overall aesthetic, appearance, character and heritage of the urban environment.

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**Laois County Council**  
Áras an Chontae, Portlaoise, Co Laois

**c2connect**  
**Laois**

## Eligible works

Eligible works under the scheme may include:

- 1 Repair and reinstatement of all or any part of a shop front fixture that is visible from the street, including the first and second floors of premises. We wish to encourage the reinstatement of architectural or historic features that have formed part of the buildings' design and character but may have been lost or damaged over time.
- 2 Retention of original shop front and reinstatement of original features will be encouraged. Modern designs will also be supported however these must use high quality materials and be sympathetic to the immediate area.
- 3 Repainting of shop fronts in suitable colours.
- 4 Repair & Reinstatement of guttering and down-pipes to match historic materials.
- 5 Repainting and/or re-rendering of prominent elevations of the building.
- 6 Pedestrian access Improvements, which in particular support Age Friendly Initiative.
- 7 Signage removal and replacement of neon signs, banners or other inappropriate signage affixed to front elevations (or side elevations visible from the street) & replacement with signage more appropriate to the Shop Front design.

## Applying for the Grant

- **Retrospective** applications for works already undertaken will not be accepted.
- Details of proposed works including drawings or even minor details to the facade should be included with the completed grant application form.
- Please refer to Laois County Council's Guide to Shopfronts & Signage.
- Should applicants wish to undertake work themselves a grant will be paid towards material costs only.
- An itemised list of proposed works must be submitted with each application
- An estimate for the cost of works must be submitted with each application.

## Eligibility

- Grants will only be offered to independently owned businesses
- Grants will NOT be offered in respect of works already completed prior to application being received and approved.
- Grant – up to €750.00 or 50% of costs. Each application will be considered on its own merits.
- Grants will not be paid in respect of properties included on the Derelict Sites Register.
- Premises must be located in an area zoned Town/Village Centre; in the case of
- Portlaoise premises zoned Town Centre Primary.

## Eligible works

The scheme will not support:

- Improvements to residential property.
- Retrospective applications i.e. work already completed or underway before receipt of application.
- Structural repairs including re-roofing.
- Internal repairs and alterations.
- External security features, such as CCTV Systems.
- Any work which is not in accordance with Planning Legislation, ACA Guidelines or protected Structure Guidelines.

## Assessment

Applications will be assessed by the Business Support Unit and an inspection carried out by the Planning Department, with consideration being given to proposed design, materials and overall visual impact.

## Application/ Claim Procedure

All applications **must include** the following items:

- Fully Completed Application Form.
- Official Estimate of Proposed Works.
- Current Photograph of Premises.

The Applicant **must submit** the following items to secure payment of the provisionally approved Grant.

- Written Notice of Completion of Works.
- Proof of Payment.
- Photograph of Premises (Post Works).

## General Provisions

- 1 Grants are awarded entirely at the discretion of the Council.
- 2 Applications may be made by the owner of premises or by the lessee with the owner's written consent.
- 3 Applications may not be considered where there are Commercial Rates or other charges due to the Council by the applicant or the lessee of the property.
- 4 Planning Permission is required for works to shop fronts that include significant works. Please refer to Laois County Councils Guide to Shopfronts & Signage.
- 5 Any grant must be taken up within the period stated in the grant offer letter, unless a prior arrangement is made.
- 6 Once project has been Pre-approved, payment will be made in arrears upon production of supporting documentation e.g. copies of paid invoices.
- 7 Closing date for receipt of completed applications is 30th September 2020.