

COUNCIL REPORT

Meeting Date: September 2, 2025
Department: Building, Planning and By-law Enforcement
Report No.: BBP-2025-79
Submitted by: Saja Alasmar, Development Services Coordinator
Reviewed by: Jake DeRidder, Manager of Growth and Development
Approved by: Rob Browning, Chief Administrative Officer

SUBJECT: Community Improvement Application – September 2025 – 95 Frank Street, Strathroy

RECOMMENDATION:THAT: Council approve Nicole Miller's application for funding through the Beautification Program (Multiple Façades) and the Environment and Sustainability Program to the maximum amount of \$19,699.09.

BACKGROUND:

A complete application for CIP funding was received in Q3 of 2025. The submission was made in accordance with the CIP application guidelines and the *Downtown Strathroy Urban Design Guidelines*. A summary of the submission is provided below:

Address of proposed works: 95 Frank Street, Strathroy

Applicant: Nicole Miller

The applicant has submitted a CIP application under the *Beautification Program*, specifically requesting support through the Construction Costs Matching Grant with the addition of landscaping works to be included, all with the selection of the Multiple Façades option. The applicant has also submitted a CIP application under the *Environment and Sustainability Program*, specifically requesting support through the Construction Costs Matching Grant. The proposal involves revitalizing the front and rear facing façades in the alleyway which are currently underutilized and in poor condition with chipping brick and paint, and rotting wood at the front facing façade (see Images 1 and 2).



Image 1: Rear façade facing alleyway.



Image 2: Front facing façade with rotting awning and underutilized façade.

Additionally, the application includes the installation of new signage, gooseneck lighting, and window sill planters to improve business visibility, safety, and enhance the overall streetscape along Frank Street. The applicant has indicated that construction will commence upon Council's approval of the CIP application.

CONSULTATION:

The CIP application was reviewed in consultation with the CIP Committee and evaluated based on the criteria outlined in the CIP Manual and the *Downtown Strathroy Urban Design Guidelines*. The following conclusions and recommendations were made by the CIP Committee:

Nicole Miller Re: 95 Frank Street, Strathroy ON

After reviewing the application, the CIP Committee determined that it meets all funding requirements and was deemed complete on July 25, 2025. The property is located within the Eligible Stream Zones as outlined in *Schedule A* of the Strathroy-Caradoc CIP Manual, specifically within Downtown Strathroy. As such, the applicant is subject to the *Downtown Strathroy Urban Design Guidelines*, which they are in compliance with. The application falls under the *Beautification Program* (selecting the Multiple Façades option) and the *Environment and Sustainability Program*, both requesting support through the Construction Costs Matching Grant with the addition of landscaping works.

Table 1. Nicole Miller (95 Frank Street, Strathroy ON) – CIP Funding Summary

BEAUTIFICATION PROGRAM		
FUNDING PROGRAM AND INCENTIVES	FUNDING REQUEST	CALCULATED INCENTIVE AMOUNT
Construction Costs Matching Grant with Landscaping Works	Multiple Façade 50% of construction costs, up to \$20,000 and landscaping works a maximum of 15% of the calculated grant amount. Quote 1: \$34,390.84 Quote 2: \$37,595.20	50% of lowest Quote (\$20,000.00 MAX): \$18,319.76
ENVIRONMENT AND SUSTAINABILITY PROGRAM		
Construction Costs Matching Grant	50% of construction costs, up to \$10,000.00 Quote 1: \$2,758.66 Quote 2: \$2,998.96	50% of lowest Quote: \$1,379.33
Total Incentive Amount (\$):		\$19,699.09

The grant value recommended for this application is \$19,699.09 (Table 1). Payment of the grant would be provided after a site inspection of the completed works is conducted to confirm the works have been carried out in accordance with the CIP Funding Agreement, and after receiving proof of payment for all costs claimed for eligible works.

FINANCIAL IMPLICATIONS:

The total value of the grant recommended is \$19,699.09. There remains \$223,706.00 of uncommitted funds in the CIP budget.

STRATEGIC PLAN ALIGNMENT:

- 1) Economic Development:** Strathroy-Caradoc will have a diverse tax base and be a place that offers a variety of economic opportunities to current and prospective residents and businesses.
- 2) Managing the Challenges of Growth for the Municipal Organization:** Strathroy-Caradoc will be an inclusive community where growth is managed to accommodate a range of needs and optimize municipal resources. We are committed to maintaining operational efficiency and economies of scale through these times of change.

CONSULTATION:

Chief Administrative Officer
Director of Finance & IT/Treasurer
Director of Community and Development Services
Director of Economic Development and Community Engagement
Manager of Growth and Development

Attachments:

[Strathroy-Caradoc CIP Manual](#)

[Downtown Strathroy Urban Design Guidelines](#)

Nicole Miller (95 Frank Street, Strathroy ON)

- Compliance Report, Downtown Strathroy Urban Design Guidelines