



Storefront Enhancement Grant Program

2017

Program Information and Application Form

For more information on the Town of Turner Valley's Storefront Enhancement Grant Program, please contact:

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Turner Valley Storefront Enhancement Grant Program Details

Overview

The Turner Valley Storefront Enhancement Grant is an initiative aimed at providing financial incentives to property owners/tenants to update their building facades. The program seeks to stimulate private sector investment in the revitalization of existing commercial and mixed-use buildings in Turner Valley's downtown. The program focuses on improvements to the front façade and building features that can be seen from the street. The purpose of the program is to enhance the overall appearance of Turner Valley's downtown area while stimulating economic activity through project work and business growth.

How does the program work?

Interested property owners will be required to submit an application to the Town of Turner Valley. Successful applicants will receive town-appointed architectural design services to help develop ideas and ensure proposed improvements align with the design guidelines. From there, the property owner is responsible for obtaining costs and hiring a qualified contractor to undertake the approved work. The property owner is responsible for all building and development permits related to the approved work.

Grant program amounts and details

Project work stages	Town pays	Property or business owner pays
Architectural design consultation and professional services	Up to a maximum \$1,500 on approved applications	Related expenses beyond approved grant amount
Façade improvements	50% (not including GST), up to a maximum \$5,000 on approved applications	Minimum 50% of costs up to \$5,000 and 100% of costs beyond approved amount
Signs	50% (not including GST), up to a maximum \$500 on approved applications	Minimum 50% of costs up to \$500 and 100% of costs beyond approved amount

Façade improvements: The Town of Turner Valley will provide a one-time matching grant of 50% up to a maximum of \$5,000 per property to help property improve the exterior appearance and or structural quality of their building. Grants are allocated per address.

To achieve the maximum grant of \$5,000, the project must have a minimum construction cost of \$10,000 (exclusive of GST).

Priority will be given to businesses on Main Street and Sunset Boulevard with secondary priority given to additional businesses at the discretion of the Town of Turner Valley.

Signs: The Town of Turner Valley will provide a one-time matching grant of 50% up to a maximum of \$500 per business located on the property, subject to available funds.

Architectural design: the Town will provide architectural consultation up to a maximum of \$1,500 for architectural consultation at the discretion of the municipality.

Eligible improvements

The grant can only be expended on eligible exterior work. Examples include, but are not limited to:

- Structural repair for exterior façade.
- Repair/replacement, painting of main door, windows, storefronts, awnings, canopies, cornices, eaves, parapets, and other architectural details.
- Painting of existing painted surfaces visible from adjacent streets and public walkways.
- Modifications to improve accessibility.
- Signage (as permitted by the sign bylaw, but not including backlit plastic or electronic signs).
- Such other similar repairs/improvements may be considered at the discretion of the Town of Turner Valley.

Eligibility

Location: Buildings located within the area identified in the Turner Valley Design Guidelines are eligible to apply.

Eligibility authorization:

- Owners of commercial and office buildings or their designated agent. Agents are required to provide written agreement from the business owners to undertake façade enhancements under this program.
- Tenants in commercial or office buildings. Tenants must have a lease agreement and written permission of building owners to be eligible.
- Priority will be given to businesses on Main Street and Sunset Boulevard with secondary priority given to additional businesses at the discretion of the Town of Turner Valley

Please note: past recipients of the sign enhancement grant pilot program may not apply for the signage project work, however, they may apply for façade enhancement funding.

Project timelines

May 15, 2017: Application deadlines: first call for applications. A second call for applications will be announced if required, based on remaining funding.

December 31, 2017: Project completion deadline. Uncompleted projects risk loss of the grant allocation. The work must commence within 6 months of approval and should be completed by year end. Extensions may be considered with sufficient written explanation.

Approval notice: Most applications will be processed within 30 days of submission.

Grant payment

One lump sum cheque for exterior construction costs will be issued to the approved applicant when construction is completed and all copies of invoices have been submitted to the Town of Turner Valley (exclusive of GST). Applications must be submitted/approved prior to work commencing to be eligible to receive funding. Funds will not be allocated retroactively for work already completed.

Other requirements

Permits: Building and/or development permits or agreements may be required and may trigger additional permitting and building code requirements. If a building or development permit is required for the work, the planning department will deem the project complete upon the necessary final passed inspections.

Application process

- Fill out the attached application form
- Consult with the program coordinator and the Town's planning department regarding the proposed project to ensure eligibility.
- If a tenant is applying, a letter of approval from the building owner is required clearly stating their agreement and permission to apply, then permission will be required to proceed with proposed design and upgrades.
- All applications received will be reviewed by the Community Services and Business Development Manager as applications are received. Should the program be over-prescribed, staff will rate the projects according to program requirements and assign approvals accordingly.
- Only fully completed applications will be accepted and approved. The applicant will receive a letter of approval that will outline the basic terms and conditions of approval (the contract).
- The applicant must return a signed copy of the approval letter, which constitutes the contract between the applicant and the Town of Turner Valley.
- Work may not begin before receipt of the approval letter by the applicant, otherwise the applicant may risk disqualification. **Work already completed will not be funded retroactively.**

Program contacts:

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