



Town Of Stellarton Building Façade Improvement Program

This program is offered to all Businesses in Stellarton located in the downtown district on Foord St.

Purpose:

The purpose of the Building Façade Improvement Program is to assist property owners of existing businesses to maintain their long-term viability and to assist property owners of vacant properties/spaces in increasing the marketability of their property in order to secure tenants.

Policy Statement:

Building Façade Improvement Programs have been designed to assist property owners in revitalizing store fronts (and back, if entryway is located at the back of the building) within specified areas. The intent of this program is to encourage individual property owners and/or business tenants to renovate/upgrade those portions of their businesses that are readily visible to the public from the street.

Many communities have introduced similar programs as an economic development tool for business retention. Façade Improvement will beautify the streetscape and enhance our community image and lifestyle as citizens have greater pride in the downtown area. It focuses on economic renewal through increased local trade and commerce, increased employment, tax income and tourism.

This program is only available to commercial properties within the Downtown Core area on Foord St.

General Program Eligibility Requirements:

- Only owners of commercial buildings or commercial tenants of those buildings within the Downtown Core area on Foord St. will be eligible. Down core area to be defined as Corner of Bridge/Foord to Pennsylvania Avenue.
- All applicants must submit an application to The Town of Stellarton – Façade Program prior to the commencement of any work.
- Preference will be given to “first time” applicants provided they are eligible.
- Financial incentives will not be offered retroactively for any costs incurred prior to approval of the application.
- Submission of drawings and/or plans may be required as part of the application.
- All applicants must be current on their property water and taxes to be eligible.
- The total amount available for this program through the Town is \$20,000 annually.
- All grants will be based on a matching funds basis with an individual project maximum grant of \$5,000. The minimum grant amount is \$500. All amounts will be exclusive of HST.
- All applications will be received/ reviewed on a first come-first serve basis and approved projects must be completed within twelve (12) months of approval
- The Applicant will only receive the funds upon completion of the project to the specification provided in the application.

Program Criteria and Approval Process:

The Applicant must submit an application including a detailed proposal and at least two estimates prior to the commencement of any work. The Town’s Planning Advisory Committee or a sub-committee formed for that specific purpose shall review each application to ensure the eligibility of the Applicant and shall approve successful applications in accordance with provisions of the Policy.

A representative of the Façade Committee will inspect and approve improvements upon completion as required. Invoices for improvements must be paid in full by the applicant prior to submission to the town for reimbursement.

- If amounts are over \$10,000, only \$5,000 will be reimbursed

Written confirmation of commitment will be given and will be valid for twelve (12) months from the date of approval. If eligible improvements are not completed within this time the commitment will expire.

In order to be eligible all property taxes and any other municipal financial obligations must be up to date.

Eligible Improvements:

- Painting of woodwork
- Replacement or repair of cornices, eaves, parapets and other architectural features
- Renovations of storefronts
- Installation of appropriate signage or awnings
- Masonry repairs
- Demolition and clean-up
- Parklettes
- All other façade requests may be considered

Please note: all proposed improvements must comply with Land Use By-Law provisions. Interior alterations, even if the exterior alterations require interior modifications.



Building Façade Improvement Program Application

Property Owner Information

Name of Registered
Property Owner:

Name of Business
(if applicable):

Mailing
Address:

Phone:

Email: _____

Applicant/Tenant Information (if different from the Property Owner)

Name of Applicant/Tenant:

Name of Business:

Mailing
Address:

Phone:

Email: _____

Property Information

Municipal Address of Property for which this Application is being submitted:

Legal Description of Property:

Existing Property Use:

Property Tax Information

Is the property in tax arrears? YES NO

Is the property in water utility arrears? YES NO

Are there any outstanding work orders (fire code, building code, dangerous or unsightly premises, other)? YES NO

If yes, please provide details and attach related documentation.

Planned Improvements

Provide a detailed description of the planned improvements. Please attach any related construction drawings, estimates and a current photo of your storefront or project area.

Total Cost of the Project: _____

Total Amount Being Applied for: _____

Estimated Start Date: _____

Estimated Completion Date: _____

Disclaimer and Signature

I, the undersigned, hereby certify that the information supplied in this application is, to the best of my knowledge, exact and that the proposed improvements have received the approval of the property owner, if different from the applicant. If the allotted funding is not used for its intended purpose, I agree to ensure the return of the money to the Town of Stellarton.

Name of Owner or Authorized Applicant (Please print): _____

Date:___

Signature of Owner or Authorized Applicant: _____