

Town of Drumheller
COMMITTEE OF THE WHOLE MEETING
AGENDA

Monday, December 16, 2019 at 4:30 PM
Council Chambers, Town Hall
224 Centre Street, Drumheller, Alberta



Page

1. CALL TO ORDER

2. REVIEW OF STRATEGIC PLAN WORK PRIORITIES

3. DELEGATIONS

3.1 Drumheller Off-Road Vehicle Association (DORVA) - Brad Peake

3.2 Drumheller and District Chamber of Commerce - Heather Bitz, Jeff Hall

4. REPORTS FROM ADMINISTRATION

4.1 CAO'S REPORT

4.2 DEPUTY CAO/DIRECTOR OF CORPORATE SERVICES' REPORT

4.3 DIRECTOR OF INFRASTRUCTURE SERVICES' REPORT

4.4 DIRECTOR OF EMERGENCY / PROTECTIVE SERVICES' REPORT

4.5 MANAGER OF ECONOMIC DEVELOPMENT

2 - 17

4.51 Policy C.09.19 Commercial Development Incentives - Draft
[Request for Consideration - Residential Development Tax Incentives](#)

18 - 21

4.52 Policy C.08.19 Storefront Grant - Draft
[Policy C-08-19 Storefront Grant](#)

4.6 COMMUNICATIONS OFFICER

5. ANNUAL BUDGET REVIEW

6. COUNCIL MEMBERS QUARTERLY REPORTS AND ROUND TABLE DISCUSSION

7. IN-CAMERA MATTERS



**Town of Drumheller
REQUEST FOR CONSIDERATION**

TITLE:	NON-RESIDENTIAL DEVELOPMENT TAX INCENTIVES
DATE:	December 5, 2019
PRESENTED BY:	Sean Wallace, Manager of Economic Development
ATTACHMENTS:	<ul style="list-style-type: none"> - Non-residential Development Incentive Bylaw 19.19 to repeal: <ul style="list-style-type: none"> i - Non-residential Development Incentive Bylaw 17.18 ii - Existing Vacant Non-Residential Building Bylaw 22.18 - Commercial Development Incentive Policy C-09-19 - New Business Vacant Building Incentive Policy C-10-19 - Section 364.2 of the MGA.

SUMMARY:

On June 7, 2019, the newly elected Alberta Government amended the Province's Municipal Government Act (MGA) to allow municipalities the ability to offer property tax abatements, as an incentive, for up to fifteen years. The reasoning behind the decision is that it makes Alberta municipalities more competitive. The Amendment resides under Section 364.2 of the MGA.

Due to the inherent risks of offering long-term incentive programs in municipalities, it will be important to base property tax abatements on a discernable "return on investment", and for every dollar of tax abatement offered a positive return back into the local economy should be evidenced.

Since the previous tax incentive policy and Bylaws 17.18 and 22.18 were written under Section 347 of the MGA, a new tax incentive bylaw must be passed denoting Section 364.2 of the MGA, which gives Council the powers to abate property tax per the new conditions.

FINANCIAL IMPACT:

In terms of Town revenues, the financial impact is as follows:

- for every year we offer a tax abatement for new developments it will be two years before we realize positive revenue
- in terms of a return on investment based on direct, indirect and induced gains from development and salaries, the results are virtually immediate and measurable.

RECOMMENDATION:

That Council approve the “Non-residential Development Incentive Bylaw 191.19” as a requirement of the MGA and accompanying schedules denoted as the “Commercial Development Incentive Policy” and the “New Business Vacant Building Incentive Policy.”

STRATEGIC POLICY ALIGNMENT:

Good governance and Economic Development Task Force recommendations.

COMMUNICATIONS STRATEGY:

To compete with other Alberta municipalities vying for the same opportunities, Drumheller is focusing on Economic Development as a priority. Developing incentive policies that are competitive is paramount. The incentive policies are written to provide a discernable ability to measure a “return on investment” to ensure value for the Town, local economy and the community.


PROPOSED

MOTION: Councillor _____

That Council resolve to adopt the Non-residential Development Incentive Bylaw 19.19, repealing Bylaw 17.18 and Bylaw 22.18, and Schedules A denoted as “Commercial Development Incentive Policy C-09-19” and Schedule B denoted as the “New Business Vacant Building Incentive Policy C-10-19” .

Seconded: _____


Prepared By: Sean Wallace
Manager of Economic Development


Approved By: Darryl E. Drohomerski
Chief Administrative Officer

TOWN OF DRUMHELLER

BYLAW NUMBER 19.19

BEING A BYLAW FOR THE PURPOSE OF IMPLEMENTING NON-RESIDENTIAL DEVELOPMENT INCENTIVE PROGRAMS FOR THE TOWN OF DRUMHELLER IN THE PROVINCE OF ALBERTA.

WHEREAS pursuant to the provision of *Section 364.2 of the Municipal Government Act, RSA 2000, Chapter M-26* and amendments thereto, the Council of the Town of Drumheller deems it expedient to provide for a Bylaw for the purposes of implementing "Non—Residential Development Incentive Programs":

NOW THEREFORE, be it resolved that the Council of the Town of Drumheller, in the Province of Alberta, duly enacts as follows:

1. This Bylaw may be referred to as the "Non-Residential Development Incentive Programs" Bylaw.
2. Minimum Qualifying Criteria and Property Tax Abatements and/or Reductions are outlined per Council Policies attached hereto and outlined in Schedule A & B.
3. The tax cancellation applies to the municipal portion of property taxes only.
4. The Bylaw and corresponding non-residential tax abatements and/or reductions policies may be amended from time to time by resolution of Town Council.
5. This Bylaw will come into full force and effect on the date of final passing thereof.

READ A FIRST TIME THIS _____ DAY OF _____, 20 _____

READ A SECOND TIME THIS _____ DAY OF _____, 20 _____

READ A THIRD TIME AND PASSED THIS _____ DAY OF _____, 20 _____

MAYOR

CHIEF ADMINISTRATIVE OFFICER

**TOWN OF DRUMHELLER
BYLAW NUMBER 17.18**

BEING A BYLAW FOR THE PURPOSE OF IMPLEMENTING A NON RESIDENTIAL DEVELOPMENT INCENTIVE PROGRAM FOR THE TOWN OF DRUMHELLER IN THE PROVINCE OF ALBERTA.

WHEREAS pursuant to the provision of Section 347 of the *Municipal Government Act*, RSA 2000, Chapter M-26 and amendments thereto, the Council of the Town of Drumheller deems it expedient to provide for a Bylaw for the purpose of implementing a "Non-Residential Development Incentive Program".


NOW THEREFORE, be it resolved that the Council of the Town of Drumheller, in the Province of Alberta, duly enacts as follows:

1. This Bylaw may be referred to as the "Non-Residential Development Incentive Program" Bylaw.
2. Minimum Qualifying Criteria and Property Tax Reduction are outlined in Schedule "A" (Policy Statement) attached which forms part of this Bylaw.
3. The tax cancellation applies to the municipal portion of property taxes only.
4. The Bylaw and Schedule A may be amended from time to time by resolution of Town Council.
5. This Bylaw will come into full force and effect on the date of final passing thereof.

READ A FIRST TIME THIS 26th DAY OF November, 2018

READ A SECOND TIME THIS 18th DAY OF March, 2019.

READ A THIRD TIME AND PASSED THIS 18th DAY OF March, 2019.


MAYOR


CHIEF ADMINISTRATIVE OFFICER



DRUMHELLER

COUNCIL POLICY



COUNCIL POLICY #C-04-18
SCHEDULE A TO BYLAW 17.18

NON RESIDENTIAL DEVELOPMENT INCENTIVE PROGRAM

THE PURPOSE OF THIS POLICY IS TO:

The purpose of this policy is to encourage new business development and / or business expansion within the Town of Drumheller.

POLICY STATEMENT

1. The Tax cancellation applies to the municipal portion of property taxes only.
2. Developments must conform to the Land Use Bylaw and all other applicable regulations and permits.
3. Property owners must submit a written letter of application to Council requesting the tax rebate. Letter of applications will be provided with the approved development permits.
3. Subject to Council having to approve the tax cancellation on each affected property or development on a yearly basis, the period of tax cancellation shall be one (1) year for new construction . There will be a maximum ceiling of \$25,000.00 tax cancellation per qualifying new development or new occupancy.
5. Additions, expansions or renovations are only eligible if the assessed value of the new improvement is greater than or equal to \$50,000 more than the previous improvement assessment, not including land assessment.
6. Tax rebate shall be granted for the tax year immediately following completion of construction. The Tax rebate shall be applied to the property tax account prior to tax notices being sent out.
7. All eligible development must be of a permanent nature.
8. Failure by the applicant to comply with any of the regulations herein will result in disqualification of the applicant from the program.
9. Council will not consider any type of residential or land assessment.

10. The property tax cancellation applies only for the new construction or renovations and does not apply to existing assessment on any property.

Date: March 18, 2019



Chief Administrative Officer



Mayor of Drumheller

**TOWN OF DRUMHELLER
BYLAW NUMBER 22.18**

BEING A BYLAW FOR THE PURPOSE OF IMPLEMENTING A NON RESIDENTIAL TAX INCENTIVE PROGRAM FOR OWNERS OF EXISTING NON-RESIDENTIAL VACANT BUILDINGS WITHIN THE TOWN OF DRUMHELLER IN THE PROVINCE OF ALBERTA.

WHEREAS pursuant to the provision of Section 347 of the *Municipal Government Act*, RSA 2000, Chapter M-26, the Council of the Town of Drumheller deems it expedient to provide for a Bylaw for the purpose of implementing a “Non Residential Tax Incentive Program for Owners of Existing Non Residential Vacant Buildings”;

NOW THEREFORE, be it resolved that the Council of the Town of Drumheller, in the Province of Alberta, duly enacts as follows:

1. This Bylaw may be referred to as the “Existing Vacant Non-Residential Building” Bylaw.
2. The non residential building must have been vacant for a minimum of one (1) year.
3. The business must remain active for a minimum of one (1) year. The tax cancellation applies to the municipal portion of property taxes for non-residential assessment only, and will be applied the following tax year.
4. The tax cancellation applies upon proof of startup of a new business.
5. There will be a maximum ceiling of \$5,000.00 tax cancellation per qualifying new business.
6. Business owners must submit a written letter of application to Council requesting the tax rebate.
7. The Bylaw may be amended from time to time by resolution of Town Council.
8. This Bylaw will come into full force and effect on the date of final passing thereof.

READ A FIRST TIME THIS 10th DAY OF December, 2018

READ A SECOND TIME THIS 18th DAY OF March, 2019.

READ A THIRD TIME AND PASSED THIS 18th DAY OF March, 2019.



MAYOR



CHIEF ADMINISTRATIVE OFFICER

SCHEDULE "A"

COUNCIL POLICY #C-09-19

2020 COMMERCIAL DEVELOPMENT INCENTIVE POLICY

PURPOSE

The purpose of this policy is to encourage new business development and / or business expansion within the Town of Drumheller.

DEFINITIONS:

1. Any construction of a **new** commercial building for the purposes of establishing a business;
2. Any **new** construction pertaining to the expansion of an existing business;
3. Any business that is subject to commercial taxation. Home based businesses and businesses subject to grants in lieu are excluded;
4. The Incentive is based on a **"Return on Investment"** which takes into consideration direct, indirect and induced gains as a percentage of the Municipality's Abatement of Taxes for the period of the Incentive.

POLICY STATEMENT

1. The Incentive applies to the municipal portion of property taxes only;
2. Developments must conform to all Municipal Bylaws and Policies, the Laws of Canada and the Laws of Province of Alberta;
3. Property owners must submit a "Non-Residential Development Incentive Application" to the attention of the Manager of Economic Development;
4. The maximum amount of the Incentive will be based on the "Return on Investment" subject to the provisions of **Section 364.2 of the Municipal Government Act RSA 2000 Chapter M-26**;
5. Additions, expansions or renovations are only eligible if the assessed value of the new improvement is greater than or equal to \$50,000 more than the previous improvement assessment, not including land assessment, and has a demonstrable "Return on Investment";
6. The Incentive shall be granted for the tax year immediately following completion of construction. The Incentive shall be applied to the property tax account prior to tax notices being sent out.
7. All eligible development must be of a permanent nature;

8. Failure by the applicant to comply with any of the clauses herein or comply with the conditions of the Incentive Agreement may result in dissolution of the Incentive Agreement with the applicant;
9. The Incentive applies only for the new construction or renovations and does not apply to existing assessment on any property;
10. The Incentive may be transferred in the event of a new property owner up until the expiry date of the Incentive Agreement;
11. In the case of new construction for expansions; the property owner must not be in property tax arrears or owe the Town of Drumheller any funds to qualify for the Incentive;
12. The level of Incentive will be based on the merits of the development and will include considerations such as number of employees, anticipated number of new employees hired over the incentive period, cost of development, percentage of local content (local contractors, services, suppliers & labour);
13. Applicants must agree to provide the Town of Drumheller with information on a yearly basis for those applicants receiving more than a one-year incentive. Types of information include number of employees and local content levels to ensure compliance with the Incentive Agreement;
14. Policy is reviewed annually.

Council Determinations:

15. Council reserves the right to accept or refuse any Incentive application;
16. Council reserves the right to provide full or partial tax exemption based on the "Return on Investment" over the Incentive period;
17. Council reserves the right to cancel, limit, or reduce any Incentive Agreement if conditions of the Incentive Agreement are not met per **Section 364.2 of the Municipal Government Act RSA 2000 Chapter M-26;**
18. Council reserves the right increase the level of any Incentive Agreement if conditions of the incentive agreement change due to expansion per **Section 364.2 of the Municipal Government Act RSA 2000 Chapter M-26;**

APPLICATION FOR NON-RESIDENTIAL DEVELOPMENT INCENTIVE

REGISTERED PROPERTY OWNER

First Name Last Name Corporation or Partnership

Mailing Address Postal Code

Civic Address Telephone Cell

Email Address

PROPERTY LEGAL DESCRIPTION

Lot(s) Block Plan Civic Address

Please check the box which applies to this development:

- New Commercial or Industrial Construction
- New Commercial or Industrial Expansion

INCENTIVE EVALUATION INFORMATION

Cost of Development: _____

Number of New Hires: _____

New Hires Forecasted over
Incentive Period: _____

Use of Local Contractors: _____ %

Use of Local Suppliers: _____ %

Use of Local Services: _____ %

FOR OFFICE USE:

DP # _____

ROI Calculations

Combined Annual Income of Employees _____

Combined Local Content Spending 48%

Municipal Investment
(Cost of Tax Cancellation) _____

ROI: Dollar \$ _____

Positive Position: _____ Year(s)

Incentive Agreement Approved by Council: Yes/No

Incentive Start Date: _____

Incentive End Date: _____

Incentive Agreement Signed with Applicant: Yes/No

Example 1:

Combined Annual Income of Employees: \$60,000,000 (200 Employees) over 5 years

Local Content Spending: 48% - \$28,800,000

Municipal Investment: \$2,500,000 (5 Year Abatement)

Town Positive Position: 10 Years

ROI: \$11.52 spent in local economy for every \$1.00 of property tax abatement.

Example 2:

Combined Annual Income of Employees: \$105,000 (3 Employees) over 1 year

Local Content Spending: 48% - \$50,400

Municipal Investment: \$2,900 (1 Year Abatement)

Town Positive Position: 2 Years

ROI: \$5.75 spent in local economy for every \$1.00 of property tax abatement.

SCHEDULE "B"

COUNCIL POLICY #C-10-19

2020 NEW BUSINESS VACANT BUILDING POLICY

PURPOSE

The purpose of this policy is to stimulate new business growth by utilizing existing vacant buildings and commercial spaces.

1. DEFINITIONS:

- 1.1 Any business that has never had a business license in the Town of Drumheller;
- 1.2 Any business that occupies a vacant building within the Town of Drumheller;
- 1.3 Home based businesses are ineligible.

2. GENERAL POLICY:

- 2.1 Shall apply only to businesses starting up in a vacant building or commercial space, which was vacant, a minimum of 6 months;
- 2.2 Available to businesses who have purchased a vacant building. Will not come into effect until business activity begins;
- 2.3 In the case of multi-tenant buildings, the rented space will be calculated as a proportionate share of taxes based on a total rentable square footage of the building compared to the newly rented area;
- 2.4 If in a rented building, the owner of the building has to make an application for the incentive. The owner of the building must also provide verification that the benefits of the incentive are being passed on to the tenant as a clause in lease agreement;
- 2.5 Tax exemption will terminate effective on the date that a business ceased operation, whether in a privately owned premises or rented, taxes become payable pro-rated for every day during the year not in business operation;
- 2.6 No one building will be able to access this incentive more than four times during the course of its existence;
- 2.7 In order to qualify property taxes must be current;
- 2.8 Council reserves the right to approve each incentive individually and has the option to expand or limit the incentive on a case-by-case basis;
- 2.9 Policy is review annually.

3. TIMING OF INCENTIVES:

- 3.1 The exemption will be applied as follows:
 - 3.1.1 50% of the current years municipal taxes to a maximum of \$2000;
 - 3.1.2 25% of municipal taxes in following year to a maximum of \$1000;
 - 3.1.3 Full taxation.
- 3.2 Incentives will commence in the year the business opens for its first day of business. If taxes were paid in full, property owner will only receive 50% of taxes rebated from time of opening until calendar year end.

4. Council Determinations:

- 4.1 Council reserves the right to accept or refuse any Incentive application;
- 4.2 Council reserves the right to provide full or partial tax exemption;
- 4.3 Council reserves the right to cancel, limit, or reduce any Incentive Agreement if conditions of the Incentive Agreement are not met per ***Section 364.2 of the Municipal Government Act RSA 2000 Chapter M-26;***
- 4.4 Council reserves the right increase the level of any Incentive Agreement if conditions of the incentive agreement change due to expansion per ***Section 364.2 of the Municipal Government Act RSA 2000 Chapter M-26;***

(9) Where a designated officer refuses to grant an exemption or deferral, a written notice of the refusal must be sent to the applicant stating the reasons for the refusal and the date by which any complaint must be made, which date must be 60 days after the written notice of refusal is sent.

(10) An exemption or deferral granted under a bylaw under this section remains valid, subject to subsection (8) and the criteria and conditions on which it was granted, regardless of whether the bylaw is subsequently amended or repealed or otherwise ceases to have effect.

(11) Despite subsections (2) to (10), a council may enter into an agreement with the owner of a brownfield property

- (a) exempting, either fully or partially, the brownfield property from taxation under this Division, or
- (b) deferring the collection of tax under this Division on the brownfield property.

(12) The agreement must specify

- (a) the taxation years to which the exemption or deferral applies, which must not include any tax year earlier than the one in which the agreement is entered into,
- (b) the conditions on which the exemption or deferral is granted, and
- (c) the consequences, rights and remedies arising in the event of any breach.

(13) Before voting on a resolution to enter into an agreement referred to in subsection (11), a council must hold a public hearing with respect to the proposed agreement in accordance with section 230 after giving notice of it in accordance with section 606.

2016 c24 s58

Tax incentives for non-residential property

364.2(1) In this section,

- (a) “deferral” means a deferral under this section;
- (b) “exemption” means an exemption under this section;
- (c) “non-residential” means non-residential as defined in section 297(4).

(2) A council may by bylaw, for the purpose of encouraging the development or revitalization of non-residential properties for the general benefit of the municipality, provide for

- (a) full or partial exemptions from taxation under this Division for non-residential property, or
 - (b) deferrals of the collection of tax under this Division on non-residential property.
- (3)** A bylaw under subsection (2)
- (a) must set criteria to be met for a non-residential property to qualify for an exemption or deferral,
 - (b) must establish a process for the submission and consideration of applications for an exemption or deferral in respect of non-residential property,
 - (c) must not provide for an exemption or deferral to have effect in respect of a property for more than 15 consecutive taxation years, but may, if the council considers it appropriate, provide for subsequent exemptions or deferrals of 15 consecutive taxation years or less to be applied for and granted in respect of the property, and
 - (d) if the bylaw provides for any person other than the council, including a designated officer, to refuse to grant an exemption or deferral or to cancel an exemption or deferral, must establish a process for applications to the council for the review of those decisions and must specify the period of time within which the application must be made.
- (4)** If after reviewing an application the municipality determines that the non-residential property meets the requirements for a full or partial exemption or for a deferral, the municipality may grant the exemption or deferral.
- (5)** An exemption or deferral must be granted in a written form that specifies
- (a) the taxation years to which the exemption or deferral applies, which must not include any taxation year earlier than the taxation year in which the exemption or deferral is granted,
 - (b) in the case of a partial exemption, the extent of the exemption, and
 - (c) any condition the breach of which will result in cancellation under subsection (6) and the taxation year or years to which the condition applies.

(6) If at any time after an exemption or deferral is granted under a bylaw under this section the municipality determines that the property did not meet or has ceased to meet a criterion referred to in subsection (3)(a) or that a condition referred to in subsection (5)(c) has been breached, the municipality may cancel the exemption or deferral for the taxation year or years in which the criterion was not met or to which the condition applies.

(7) Where a municipality refuses to grant or cancels an exemption or deferral, the municipality must send a written notice to the applicant stating the reasons for the refusal or cancellation and, if a review of the decision is available under subsection (3)(d), the date by which any application for that review must be made.

(8) Where a municipality grants or cancels an exemption or deferral in respect of designated industrial property, the municipality must notify the provincial assessor and provide any other information requested by the provincial assessor respecting the exemption, deferral or cancellation.

(9) Subject to subsection (6), any order referred to in section 127(1.1) and the criteria and conditions on which an exemption or deferral was granted, the exemption or deferral remains valid regardless of whether the bylaw under which it was granted is subsequently amended or repealed or otherwise ceases to have effect.

2019 c6 s7

Judicial review of decision under section 364.2

364.3(1) Where a decision made under a bylaw under section 364.2 in respect of an exemption or deferral is the subject of an application for judicial review, the application must be filed with the Court of Queen's Bench and served not more than 60 days after the date of the decision.

(2) No councillor, designated officer or other person who makes a decision under a bylaw under section 364.2 is liable for costs by reason of or in respect of a judicial review of the decision.

2019 c6 s7

Licensed premises

365(1) Property that is licensed under the *Gaming, Liquor and Cannabis Act* is not exempt from taxation under this Division, despite sections 351(1)(b) and 361 to 364.1 and any other Act.

(2) Despite subsection (1), property listed in section 362(1)(n) in respect of which a licence that is specified in the regulations has been issued is exempt from taxation under this Division.

RSA 2000 cM-26 s365;2016 c24 s59;2017 c21 s28

COUNCIL POLICY C-08-19

2020 STOREFRONT ENHANCEMENT POLICY

Purpose

This incentive is to encourage local business to enhance their storefront by modernizing and improving appearance. Primary objectives are:

- I. To make available grant funding to local business owners thus reducing the financial burden of improvements;
- II. To incent business owners to enhance their storefronts;
- III. To continue beautification activities prescribed under the Tourism Corridor Bylaw;
- IV. To add value to our community by making improvements and fostering community pride.

1. Application Process

The Economic Development Advisory Committee (EDAC) will review all funding requests and grant a final decision on each application. Applicants who do not meet the criteria may be considered on a special application basis to be evaluated by EDAC.

2. Eligibility Criteria

Business owner may receive funding under the Storefront Enhancement Grant, providing that the following eligibility guidelines are met:

- 2.1 The business owner must fill out an application form available at the Town Office or online;
- 2.2 The business owner must submit with their application a set of plans or sketches which define the construction, alterations or remodeling being proposed;
- 2.3 Business must NOT have tax arrears;
- 2.4 All costs must have been incurred with the timelines set forth for this Grant.

3. Eligible Costs

- 3.1 Construction & Labour costs associated with items 3.2, 3.3, and 3.4;
- 3.2 New Canopies or Lighting;
- 3.3 Paint or other exterior surfacing excluding tin;
- 3.4 Permanent Exterior Signage.

4. Ineligibility

- 4.1 Failure to provide all necessary information as requested in the application form;
- 4.2 A business not located within the Municipality;
- 4.3 Previous recipient of the Grant.

5. Ineligible Costs

- 5.1 Replacement of existing windows and doors;
- 5.2 Rooftop improvements (shingles, tin, air conditioner, soffits, etc.);
- 5.3 Consultations or conceptual drawings;
- 5.4 Costs associated with general or routine maintenance;
- 5.5 Costs associated with demolitions.

6. Level of Assistance

The Town of Drumheller will allocate grant money under this policy on an annual basis. In no case will the Town:

- 6.1 Fund more than 50% of the renovation costs;
- 6.2 Fund more than \$5,000 of the costs associated with the renovations to any one business;

7. Funding Disbursement

The total amount of funds allocated will be at the discretion of Council.

The Town of Drumheller will issue payment once proof of the enhancements have been provided (i.e. original invoices for completed work along with proof of payment).

8. Timeline

The Grant is effective for one (1) year from the date of application approval.

2020 STOREFRONT ENHANCEMENT GRANT APPLICATION

General:

Date of Application: _____

Name of Applicant: _____

Name of Business: _____

Mailing Address: _____

Email Address: _____ Ph #: _____

Business Location:

Street Address of Building: _____

Legal Description of Property: Lot _____ Block _____ Plan: _____

Are you the Owner of the Building or Tenant of the Building: _____

Note: If you are a tenant you must provide written documentation from the owner stating they approve the proposed improvements.

Design Proposal:

Attachments:

- a) A description of the proposed storefront development;
- b) Plan or detailed sketches of the proposed storefront development;
- c) Projected time frame for completion of project.

Finances:

1. Amount of funding requested: _____

2. Anticipated total project cost: _____

Other:

Do you wish to provide any other information, which may assist us in processing your application (Applicants may attach additional information if more space is required)?

CERTIFICATION:

I certify that, to the best of my knowledge, the information provided in this application is accurate and complete:

Applicant's Signature

Applicant Name (please print)

Please email completed application form to economicdevelopment@drumheller.ca or hand deliver or mail to Town Hall, 224 Centre Street, Drumheller, AB T0J 0Y4.

DRAFT