

	<h2>Municipality of Crowsnest Pass Policy</h2>
<p>Policy No.: Policy Title: Approval Date: Supersedes Policy: Department:</p>	<p>1709-01 Business Façade Policy July 12, 2022 Finance</p>

1.0 POLICY PURPOSE

The Municipality of Crowsnest Pass requires a policy to formalize a process for providing grant funding for Business Façade improvements in the downtown cores of the Crowsnest Pass.

The purpose of the Business Façade Program is to financially support business owners with improvements that spur revitalization of properties within the downtown cores of the Crowsnest Pass by creating inviting and engaging storefronts that are aesthetically pleasing and maximize the appeal of our downtown.

2.0 DEFINITIONS

“**Facade**” means a retail or commercial unit located on the main floor and facing the street.

“**Business**” means a retail or commercial unit.

“**Business Owner**” means the owner of the property.

“**Downtown Cores**” means the community of Coleman, Blairmore, Bellevue or Hillcrest.

3.0 POLICY STATEMENTS

3.1 Eligibility

- a. This program is intended to provide a matching (50 percent of total eligible costs) rebate to businesses in the Downtown Core Areas of the Crowsnest Pass to a maximum of \$1,000.
- b. Applicant or property owner must not be in arrears in municipal taxes or utilities, or any other municipal charges.
- c. Commercial or retail unit is located on the main floor and facing the street in the designated area.
- d. The project must not start before funding is approved by the Municipality.
- e. Work must be completed within six (6) months from approval.

3.2 Responsibilities

- a. Municipal Council to:
 - i. Approve by resolution this policy and any amendments.
 - ii. Consider the allocation of resources for successful implementation of this policy in the annual budget process.
- b. Chief Administrative Officer to:
 - i. Implement this policy and approve procedures.
 - ii. Ensure policy and procedure reviews occur and verify the implementation of policies and procedures.
- c. Director of the Finance to:
 - i. Ensure implementation of this policy and procedure.
 - ii. Ensure that this policy and procedure is reviewed every three years.
 - iii. Make recommendations to the Chief Administrative Officer of necessary policy or procedure amendments.

MUNICIPALITY OF CROWSNEST PASS



Mayor

July 12, 2022.
Date



Chief Administrative Officer

July 12, 2022
Date