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# Downtown Façade and Building Improvement Program

## Program Guidelines

April 2024

Economic Development

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## Downtown Façade and Building Improvement Program

In the City of Lloydminster's [Bylaw No. 07-2020, Downtown Area Redevelopment Plan \(DARP\)](#) several implementation items are recommended, including a grant or incentive for downtown façade, and building improvements. The Downtown Lloydminster Façade and Building Improvement Program is a great step in the revitalization of the area. This program is intended to help business owners and building owners improve the aesthetics of their building.

### Program Overview

The program will aid and accelerate improvements to the attractiveness and visual interest of buildings in the downtown, such as, activate the street, allow for better display of merchandise or services, etc. Not only to the buildings but also to the pedestrian realm.

The goal of the program is to encourage investment and engage potential customers as they travel through the downtown. Improved store fronts contribute to an improved image of the City of Lloydminster in general, providing a showcase for visitors to enjoy and a sense of community and community pride for residents. Improving the overall look and aesthetic, will help with marketing the downtown and improve the sense of safety and security. With infrastructure renewal happening within the downtown, it is a strategic time for façade and building improvements.

This program acts as a first step towards improving buildings in the downtown core. This program is intended to provide businesses and building owners an opportunity to improve their storefront with the assistance of a façade and building improvement program as suggested in the DARP.

### The Downtown Façade and Building Improvement Program is a funding program with six levels:

Level 1: \$0,000 - \$5,000, Matching grant of total project cost. This includes items such as:

- Improving store fronts for display to the streets
- Signage improvements
- Exterior finishing (painting, surface area, lighting, etc.)
- Sidewalk displays
- Urban landscape
- Safety Lighting, lighting that is not street facing - can be located in the alley.

Matching grant is in the form of a 50% matching reimbursement grant on the total of eligible project costs.

Level 2: \$0 - \$25,000, Administered by Community Futures Lloydminster and Region, and Downtown Lloydminster. Level 2 funding includes a loan up to \$25,000 with 25% forgivable through the grant. An additional loan application will be required and must meet all qualifying and lending criteria guidelines. This funding includes items such as complete exterior improvements.

Level 3: \$6,000, Relocation or Pop-up rental grant. Level 3 is specific to those directly within the current construction phase. This funding is only available as a temporary measure for alternative space during the Central Business District Replacement Program construction.

Level 4: \$90,000, Building Rehabilitation or Demolition addresses the need to improve the failing features of a building's facade, involving the repair or restoration through strengthening or replacement of the structure in a way that "returns its performance to levels approaching or exceeding those of a newly constructed building. Failure to repair or rehabilitate the structural integrity may result in demolishing the current structure.

Level 5: \$15,000, Mural Development Fund, supporting the development of new murals in the Downtown. Mural design concept must be provided in the application process and design must be approved by the Downtown Area Redevelopment Committee. Design must be secular and non-political in nature.

Level 6: \$45,000, Residential Re-Development Fund, supporting the re-development of existing residential buildings to multi-residential homes **within the Core Mixed-Use and Transition Mixed-Use land areas** as designated in the Downtown Area Redevelopment Plan (Figure 19: Land use concept and its relationship to the public realm concept, page 37)

60% of approved funding will be granted after application approval, the remaining 40% will be granted after project completion and reporting is submitted including paid invoices/receipts.

Program opened in April of 2023 for application, intake to the program is continuous. In 2024, adjustments were made to the program, based on feedback from the business community. The program is for commercial properties only, residential properties are currently not eligible. The following requirements must be met by the applicant to be eligible for a grant:

- Be the owner of a downtown building or have owner authorization to do the work outlined in the application.

### Eligibility

- Program Levels 1-5 are intended for commercial properties, Level 6 applies to residential and commercial properties.
- Be located within the downtown boundaries as shown in Figure 1: Map of DARP Plan Area
- Submit a façade design that will achieve the goals outlined in the DARP.
- Hold a valid business license and be in good standing with all City accounts (including, but not limited to, development permits, business licencing, utilities, taxes, etc.), Business license exemption may be made for level 6.
- No work shall commence until the applicant is approved for eligible expenses.
- Meet all additional requirements as specified in the application.
- Additional terms and conditions shall apply for Level 2 as per Community Futures Lloydminster and Region loan requirements.

### Approved Uses of Grant Funds

Table 1: Examples of Façade Design Elements

Grants shall be solely used for the project as described in the grant agreement. A pre-application meeting is required for comprehensive façade projects and strongly recommended for simple projects.

Design Elements	Examples
Accessibility Features & Safety	New ramps, handrails, at-grade entrances, automatic doors, etc.
Frontages and Architectural Features	Doors, awnings and/or canopies, eaves, domes, cornices, columns, and window details (sills and lintels).
Materiality, Building Materials	Painting, cladding, use of masonry or brickwork, preserve existing historic architectural features of building and façade with material change
Lighting	New or upgraded light fixtures, accent lighting, entrance illumination and motion sensor lighting.
Seasonal Elements	Planters, window boxes, hanging plants and related items.
Signage (Limit number)	New or upgraded signage that adheres to the Land Use Bylaw. Must be located on the building, except for sign tents. Excludes digital, flashing, neon, or animated signs.
Windows	New or upgrades, including glass, frames, and trim. Clear window graphics may be used (no more than 40% coverage). No tinted, mirrored, or reflective. Exceptions may be made for restricted commercial uses.



Table 2: Examples of Eligible Cost and Ineligible Cost

Associated Eligible Costs	Ineligible Costs not covered by Grant
<ul style="list-style-type: none"> <li>✓ Professional fees, including project management, design, and engineering to a maximum of 15% of eligible project costs</li> <li>✓ Municipal planning permit fees (development permits, building permits and trade permits)</li> <li>✓ Direct project labour costs</li> <li>✓ Façade preparation work such as power washing</li> <li>✓ Removal and disposal of materials including landfill fees</li> <li>✓ Material and supplies including shipping and delivery</li> <li>✓ Rental tools and equipment</li> <li>✓ Non-Street facing lighting, safety lighting in alleys and back doors.</li> </ul>	<ul style="list-style-type: none"> <li>✓ Work considered to be routine maintenance and upkeep.</li> <li>✓ Insurance and warranty claims</li> <li>✓ Costs associated with time and/or labour performed directly by applicant</li> <li>✓ Non-specific costs, including overheads, profits, and contingencies</li> <li>✓ Incidental costs such as gas, tools (purchases) or other consumables</li> <li>✓ Costs associated with overruns or changes to project scope that have not been pre-approved</li> <li>✓ Roof repairs or replacements</li> </ul>

\*Costs that are not specifically mentioned may be considered at the discretion of the approval subcommittee

### Application and Review

The City of Lloydminster has invested in the Downtown Area Redevelopment Plan (DARP), and other governing requirements such as the Land Use Bylaw, Building Codes, etc., therefore, projects must meet all regulatory requirements as well as legal requirements. This will be determined through the City’s Planning and Development department.

Administration will bring completed applications to the Downtown Area Redevelopment Committee’s (DARC) Downtown Lloydminster Façade and Building Improvement Program Sub-committee for review. A matrix using the DARP objectives and eligibility requirements will be used; the Committee will review each application and provide recommendation to the DARC. DARC to report monthly to City of Lloydminster Council on successful applications and projects.