



CITY OF

ECONOMIC DEVELOPMENT

## STORE FRONT/FACADE IMPROVEMENT APPLICATION

### APPLICANT INFORMATION (Please print):

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, Postal Code: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

### PROPERTY OWNER INFORMATION (if different)

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, Postal Code: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

### AFFECTED PROPERTY:

Civic Address: \_\_\_\_\_

Lot(s): \_\_\_\_\_ Block: \_\_\_\_\_ Plan: \_\_\_\_\_

Existing Land Use: \_\_\_\_\_

Proposed Land Use (if different): \_\_\_\_\_

Current Zoning Designation: \_\_\_\_\_

Surrounding Land Uses: \_\_\_\_\_

*Applicant must receive prior approval from the Estevan Economic Development Board, before beginning improvements, in order to qualify for the tax incentive.*

**TAX ASSESSMENT:**

1. What is the current, assessed property value? **Attach a property tax assessment.**
2. Are all property and special taxes paid in current?  
Yes      No

**ELIGIBILITY:**

3. The affected Property has already received a façade and store front improvement tax rebate within the last five years. Check One:  
Yes              No  
  
If yes, for how much? \$ \_\_\_\_\_

**PROPOSED IMPROVEMENTS:**

4. Please provide a brief description of the project (consider motivation, need, benefits etc.). Attach detailed building and site plans including photos of the façade, drawings of facade improvements and samples of proposed materials.

<b>Improvements completed*</b>	<b>Cost of Construction (\$)</b>
1.	
2.	
3.	
4.	
5.	
6.	
7.	

*\*Please refer to list of eligible criteria*

5. What is the total cost of work/construction? **Attach a minimum of two professional quotes for proposed budget and contractor estimates.**
6. When was the construction started (month, year)?
7. When was the construction completed (month, year)?
8. Please provide a description about how the project meets the design criteria set out in the plan? **Attach additional page(s) if necessary.**

**ATTACHMENTS:** Include the following information in your application:

- Please attach detailed building and site plans that clearly indicate the type of improvement completed:
  - Include photographs of façade and adjacent buildings.
  - Include drawings of façade improvements.
  - Include samples of materials used.
  
- Please attach estimates for the cost of all materials and labor and evidence of actual expenditure on materials and labour.
- Please attach a copy of your property tax statement.
- Please attach any additional pages or information required.

**Authorization:**

I \_\_\_\_\_, HEREBY CERTIFY THAT:

- I am the registered owner of said property; or
- I am authorized to act on behalf of the registered owner

and understand that this application is subject to final approval by the City of Estevan and am aware that Business Incentive Program benefits are not available until such approval is secured and an agreement is executed.

If approved, I understand that the City of Estevan will authorize reimbursement payment after the confirmation of project completion in accordance with the approved plan.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

Please submit application to:

Economic Development Coordinator, City of Estevan  
1102 Fourth Street | Estevan, SK | S4A 0W7  
Phone (306) 634-2721

**Office Use Only**

Property Tax Folio Number: \_\_\_\_\_

Date of Economic Development Board Review: \_\_\_\_\_

Economic Development Board Decision:      Approved      Denied