

2025-2026

DISTRICT OF LOGAN LAKE

**BUSINESS FAÇADE IMPROVEMENT
PROGRAM**





PROGRAM PURPOSE AND GOALS

The purpose of the Business façade improvement grant for the Logan Lake community will be to provide funding to encourage local businesses to invest in improvements to their buildings and outdoor spaces.

This support will allow our local businesses that have been affected by COVID, and struggle with customer loyalty due to Logan Lake's Proximity to Kamloops to retain the local shopper's dollars. This support will allow them to upgrade their storefronts and create an inviting atmosphere for them to better serve local customers.

Funding for the District of Logan Lake Business Façade Improvement program is provided by Northern Development Initiative Trust.

The Program

These program guidelines are intended to maximize the program benefit for improving aesthetics of commercial areas.

The District of Logan Lake will provide a percentage to a maximum of 50% reimbursement grant up to a maximum of \$5,000 per project to improve the facades of commercial buildings.

Each building is eligible for an annual grant to a maximum of \$5,000. Each year a building may access the Business Façade Improvement program for new/incremental façade improvements.

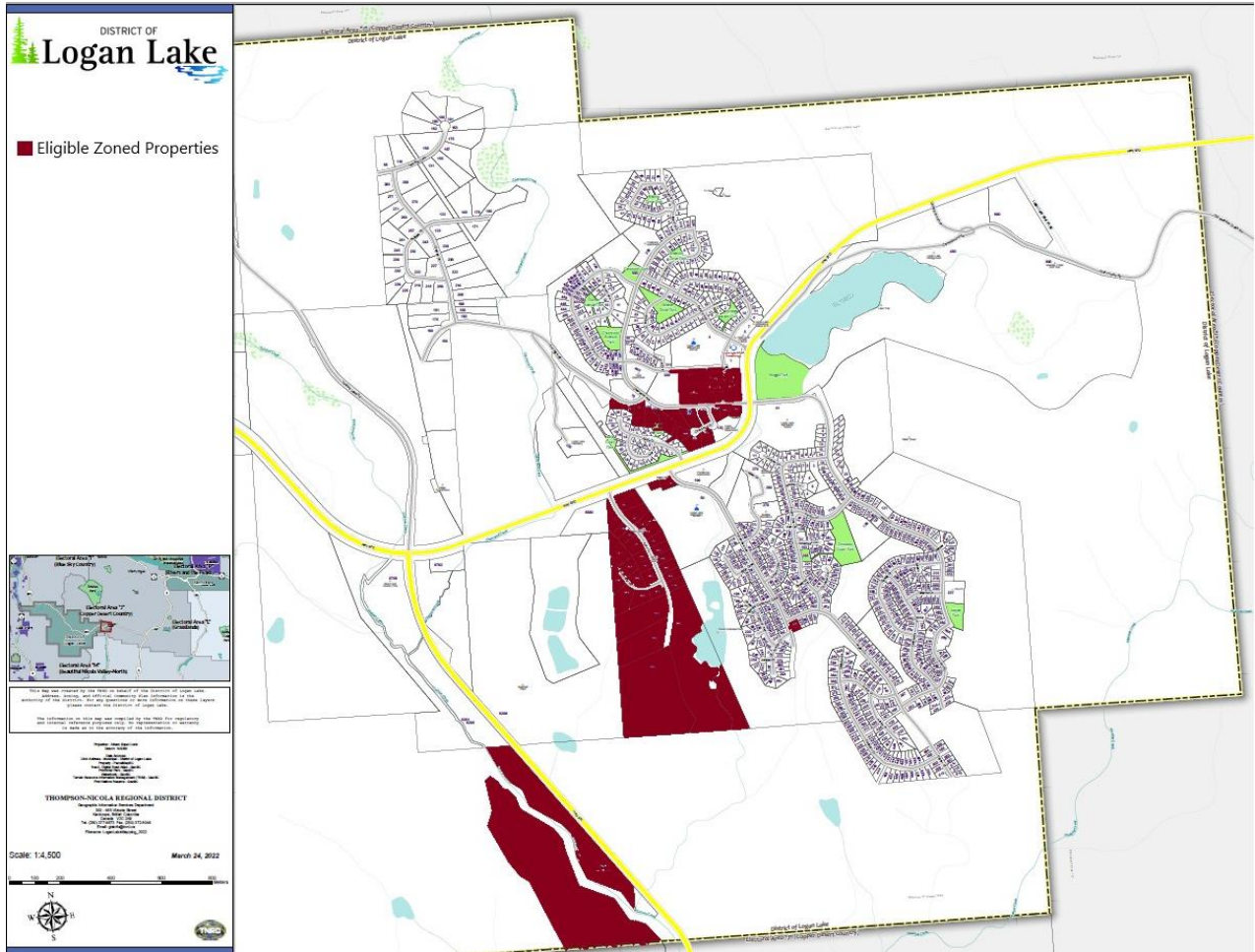
Projects must have a minimum total cost of \$500

Application deadline is end of the day, May 31st, 2026.

The Business Façade Improvement program is offered by the District of Logan Lake with funding provided by the Northern Development Initiative Trust.

Eligible Areas

Eligible areas are outlined in the Eligible zoned properties map. This includes all properties zoned for commercial or industrial use. Home based businesses are eligible in residential areas, when applying for signage costs as outlined in the applicant eligibility section.



Eligible zoned properties

Eligible Applicants

- Applicant must be either the property owner or business owner (if the applicant is the business owner, the property owner must approve the application in writing and confirm that all improvements are to be paid for by the applicant)
- Non-profit and enterprising non-profit organizations (tenants)
- Home based businesses which are zoned commercial, have a storefront and are within the specified area
- Home based businesses without a commercial storefront (eligible for wayfinding signage only)

- Property taxes pertaining to the property are fully paid and current
- Current, valid business licenses for the property (unless otherwise exempt)
- No outstanding building permits, stop work orders, or development permit condition requirements outstanding
- Subject building has not received a previous grant under this program for the proposed improvements

Ineligible Applicants

- Residential homes located in the commercial area
- Apartment buildings
- Government owned buildings (municipal, provincial or federal, even if they have business tenants)
- Properties outside the specified area (as defined in Eligible Areas)
- Empty buildings or businesses that are not operating (exception if the business is renovating or doing improvements to the building in anticipation of re-opening)

Eligible Façade Improvements

Eligible improvements (must be compliant with current Logan Lake Bylaws) may consist of but are not limited to:

- Exterior lighting (new but not replacement)
- Exterior architectural features
- Exterior surfaces and details (decorative details, moldings, trims etc.)
- Windows (only if part of larger enhancements, no stand-alone window replacement)
- New siding
- Façade painting
- Entrances and doorways (only if part of larger enhancements, no stand-alone entrance/doorway replacement)
- Awnings
- Signage must be permanent signage located on the applicant property.
- Wayfinding signage (*sign located on the business property i.e. at the bottom of a driveway*).
 - Signs are eligible for 50% to a maximum of \$500 and must adhere to any signage bylaws and regulations

- Accessibility improvements (ramps, wider doors etc.) to the outside of the building only
- Patios

Ineligible Façade Improvements

The following improvements are ineligible:

- Routine maintenance
- Structural repairs
- Roofs
- Non-permanent fixtures (benches, planters, patio heaters etc.)
- Landscaping
- Paving
- Fencing
- Interior/internal improvements
- Improvements not visible from the public right of way
- Construction of additions, accessory buildings or new buildings
- Improvements that have been started prior to application approval
- Improvements deemed inconsistent with redevelopment purposes and design guidelines

Eligible Costs/Expenses

- Direct project labour costs
- Design, architectural or engineering fees (related to facade only)
- Contractor fees
- Rental of tools and equipment
- Project related materials and supplies
- Shipping and/or freight
- PST

Ineligible Costs/Expenses

- Staff wages and/or benefits
- Purchase of construction tools or equipment
- Operational costs including utilities (hydro, gas etc.)
- Duties
- Permit fees

- Expenses related to improvement to the building façade not visible from the public right of way
- Façade improvement expenses started prior to application approval
- GST

Design Guidelines

To be eligible for this grant, the applicant must submit designs and costing for the project.

Designs will be evaluated on the following criteria:

- Does the project improve the visual appeal of the building?
- Will the project improve the customer experience? For example more window space, better natural light, or signage making the businesses easier to find or for featured items.
- Does the project increase the visual appeal of the overall area? Is there an artistic element to the project or is it purely functional? Examples being all murals, decorative trims, planters etc?
- Are there additional local artists and or contractors involved in the project?
- Does the project increase the safety and or reduce hazards to customers and citizens

Grants will be awarded on a first come, first served basis. If two applications are received at the same time and a decision needs to be made due to limited funding, the following criteria will be utilized:

1. Has the Owner/Tenant applied for the Business Façade grant for this building in the past? Was the application successful?
2. What is the visual impact on the surrounding community?
3. What is the need of the building for the replacement or repair of the building?

Designs need to clearly outline the proposed improvements to allow the review committee to accurately evaluate the project and clearly see that the finished product looks like what was intended during the application process.

Projects must be as consistent as possible with the general form and character of the design guidelines set out for the area.

The District of Logan Lake will post the Design Guidelines on both our Municipal Website under the business section and we will include them in an information mail out to businesses.

Building, sign and/or other permits may be required based on the extent of the improvements to be completed. These requirements are not waived by approval for the Business Façade Improvement Program and should be applied for prior to or concurrently with application for this program.

Business Application Process

Applications for the Business Façade grant will be accepted by the District of Logan Lake via email sent to our Community Development Officer or in person at the Logan Lake Municipal offices.

Submitting an application does not necessarily mean your project or a specific grant amount will be approved. All project proposals are subject to a comprehensive review, must meet high quality standards, and must reflect the spirit and intent of the Business Façade Improvement Program Guidelines.

1. Owner/Tenant contacts the Municipality to determine if the building qualifies for the Façade Improvement Program, discuss your project, and obtain the Program Guide and Application.
2. Owner/Tenant submit a complete application with designs. All required supporting materials and documents (including owner authorization) must be received prior to be considered complete. Including technical drawings, blueprints, or design renderings.
3. Staff reviews the application and proposed façade improvements to ensure that improvements meet the applicable Design Guidelines and Business Façade Improvement Program Guidelines.
4. Applications are reviewed and a decision to accept or reject the application is made.
5. Applicant is advised of the decision by email and mailed letter.
6. For successful applications, a Letter of Understanding is sent to the applicant which must be signed by the owner/tenant and a representative of the Municipality.
7. Owner/Tenant acquires any required permits and completes the renovations.
8. Owner/Tenant provides verification of expenses and proof of payment (including invoices or other confirmations of payment) and submits their totals on the provided expense tracking sheet.
9. Owner/Tenant provides proof of Completion, this must include:
 - a. Proof of completion by the contractor. Indicating that all work described in the application/approval is complete and has been paid in full.
 - b. Before and after photos (matching)

- c. Any other supporting documentation.
 - d. Owner/Tenant acknowledges they may be contacted by the Municipality or Northern Development to supply a testimonial about the value of the supported façade improvement to the business.
10. Owner/Tenant provides proof that the improvements have passed final inspection for municipal permits (where required) and meet all building standards and codes (where required).
 11. Staff verifies that the renovations meet the Letter of Understanding requirements and approves reimbursement.
 12. Applicant is issued a cheque.

Please note:

Approved projects must be completed by Year End (December 31).

Evaluation/Selection Process

Applications will be evaluated by the Community Development Officer (CDO) for the District of Logan Lake. The Community Development Officer can get additional input from District staff, if required when making evaluations. All eligible projects will be evaluated using the following ranking criteria:

- Does the project improve the visual appeal of the building?
- Will the project improve the customer experience? For example more window space, better natural light, signage making the businesses easier to find or display featured items.
- Does the project increase the visual appeal of the overall area? Is there an artistic element to the project or is it purely structural?
- Are there additional local artists and or contractors involved in the project?
- Does the project increase safety, and/or reduce hazards to customers and citizens

If there are projects that are received at the same time and funds are not available for both projects, the successful project will be determined based on the following criteria:

- Has the Owner/Tenant applied for the Business Façade grant for this building in the past? Was the application successful? Is the current application part of series of planned improvements or is it a standalone project?
- What is the visual impact on the surrounding community?
- What is the need of the building? Does this project help improve the overall visual appeal?

Municipal Office

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DISTRICT OF

Logan Lake

Discover Our Nature

2025-2026