



RDKS Façade Improvement Application

**Applicant Name:**

**Applicant Business Name:**

**Email Address:**

**Phone Number:**

**Business Address:**

**Link to online presence or social media:**

**Eligibility**

I am (must select one)

- The property owner
- The business owner, but not the property owner, and I have the written permission of the property owner to pursue this funding
- The owner of a home-based business that has a storefront
- The owner of a home-based business that doesn't have a commercial storefront (eligible for wayfinding signage only)

**Approval Statements**

- I do not have outstanding building permits, stop work orders, or development permit condition requirements
- The property is not a government-owned building
- The property is within Electoral Area A, B, C, D, E, F and not within the municipal boundaries of Hazelton, New Hazelton, Stewart, Kitimat, or Terrace
- The business at the property is currently in operation (or being renovated in anticipation of re-opening)
- I understand that the following improvements are not eligible under this program:
  - Routine maintenance
  - Structural repairs
  - Roofs

- Non-permanent fixtures (benches, planters, patios, patio heaters etc.)
- Landscaping
- Paving
- Fencing
- Interior/internal improvements
- Any improvements not visible from the public right of way
- Construction of additions, accessory buildings or new buildings
- Any improvements that have been started prior to application approval

I understand that the following costs are eligible to claim under this grant:

- 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

I understand that the following costs are ineligible to claim under this grant:

- 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

**Description of proposed improvement** (examples include exterior lighting, new siding, façade painting, signage, awnings, etc.) [Click or tap here to enter text.](#)

**Design of the proposed improvement** (please attach any photos or drawings that help us understand your proposed design)



## **Next Steps**

Please submit this form, plus any quotes or additional information to Meghan Bowles, Economic Development Officer at the Regional District of Kitimat-Stikine either by email (preferred) or post.

**Email:** [ecdev@rdks.bc.ca](mailto:ecdev@rdks.bc.ca)

**Post:** RDKS C/o Meghan Bowles  
300 – 4545 Lazelle Ave.  
Terrace, BC  
V8C 4E1

These applications will be reviewed by the RDKS Economic Development Commission. Commission meetings are monthly. If your application is approved, we will connect with you by email to let you know, and you can begin your project.