

POLICY TITLE: Comm-Ind Storefront Enhancement Tax Incentive

Policy Objective	To encourage revitalization of businesses within the Town of Outlook
Authority	<i>The Municipalities Act, The Education Property Tax Act</i> Resolution # 146/22
Supporting bylaw	
Related Policy(s)	TAX-001, TAX-002, TAX-003, TAX-004, TAX-006

OBJECTIVE

The purpose of this policy is to encourage improvements of storefronts within established properties within the Town of Outlook Commercial and Industrial zoned areas through the use of property tax exemptions and defined development incentives.

SCOPE

This policy applies to all commercial and industrial zones in the Town of Outlook and, where noted, it can apply to specific subdivisions in the Town of Outlook.

DEFINITION

“**Improvement**” according to the Municipalities Act means, subject to the regulations:

- (i) a building or structure erected or placed on, over or under land or over or under water but does not include machinery and equipment unless the machinery and equipment is used to service the building or structure;
- (ii) anything affixed to or incorporated in a building or structure affixed to land but does not include machinery and equipment unless the machinery and equipment is used to service the building or structure

ELIGIBILITY

In order to be eligible for this incentive the property (including land and improvement if any) shall be located in a commercial or industrial zone, or mixed use commercial/industrial zone and shall consist of the following eligible expenses:

1. Rehabilitation, renovation or change of exterior of buildings including one or more of the following, expenses must be related to these features only (with the exception of doors and windows which is specified in the regulations):
 - a. Lighting
 - b. Exterior walls
 - c. Storefronts
 - d. Entryways
 - e. Awnings/Canopies
 - f. Exterior architectural and/or artistic features
 - g. Landscaping
 - h. Facade cleaning and painting
 - i. Signage (provided it is in compliance with Town Bylaws and supportive/compatible with the brand Irrigation Capital of Saskatchewan)
 - j. Limited permanent interior improvements (reconfiguration of interior walls, display spaces and interior window finishes to enhance the function and display of the storefronts only)

POLICY GENERAL REGULATIONS

1. No loading of incentives – One property can not benefit from more than one development incentive at any given time.
2. There must be at least three full calendar years between any one property being the recipient of any new development incentive.
3. All property owners in receipt of development incentives must be in good standing with regards to all accounts with the Town of Outlook (all properties with taxes levied, all utility accounts and all general accounts payable) at every May 1 of the calendar year of which the development incentive is applied.
4. A maximum of 5 matching grants per year will be allocated by the Town of Outlook to different business owners for storefront enhancements as follows:
 - a. Reimbursement, upon submission of receipts of 50% of receipted expenses for expenses eligible for enhancement up to a maximum grant of \$5,000 (this can include as much as 20% of expenses for replacement of outside facing doors and windows up to a maximum grant of \$1,000); and,
 - b. Copies of receipts must be submitted on or before December 1 of the calendar year and all at once, otherwise the grant is forfeited for that calendar year; and,
 - c. Reimbursements will be processed in a timely manner by the Town of Outlook; and,
 - d. A maximum of 1 matching storefront enhancement grant per property will be granted every 15 years.

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- e. Applications will be processed as they arrive and will not be accepted prior to January 1 of the calendar year, Council will approve the applications on a first qualified application, first approved basis
- 5. Properties may be eligible for abatements to the Education Property Tax as well up to a maximum of 5 years as per Section 295 of *The Municipalities Act* and Sections 21 and 22 of *The Education Property Tax Act*.
- 6. Town Council reserves the right to make exceptions to this policy by Council resolution on a case-by-case basis.
- 7. This policy will come into effect January 1, 2023.