

Corner Store Program

Grant Procedures

Program Impacted	<ul style="list-style-type: none"> • Economic Development: Edmonton has a diverse and prosperous economy that thrives locally and globally. • Project and Asset Management: The City of Edmonton’s projects are well managed and assets are maintained for accountable service delivery.
Approved By	Branch Manager, Economic Investment Services
Date of Approval	TBD
Approval History	June 1, 2019
Next Scheduled Review	[Must not exceed three years from date of approval]

The City of Edmonton (City) supports the revitalization of Neighbourhood Commercial Areas in mature and established (redeveloping) neighbourhoods through the Corner Store Program (CSP). These Procedures guide how the CSP Building Renovation Grants are implemented and administered. The CSP also aims to deliver streetscape improvements delivered by the City’s Integrated Infrastructure Services department that make building renovations more attractive to property owners and that improve community connection and economic viability of the Local Node, which in turn supports 15 minute communities.

Exterior Commercial Renovation Grant

Target Areas: Applies to CSP projects in Neighbourhood Commercial Areas in Redeveloping Areas of the City within the boundaries of the Anthony Henday Drive freeway.

Grant Amount:

A reimbursement grant of up to 50% of eligible construction costs for exterior improvements to Active Storefronts. Grant amounts per building are based on linear footage of existing Storefronts or future Storefront linear footage achieved through renovation.

- Linear footage of Customer Facing Storefront and Facade up to 100 feet: maximum grant of \$20,000 per building and a maximum of \$120,000 per commercial site.
- Linear footage of Customer Facing Storefront and Facade between 101 and 200 feet: maximum grant of \$40,000 per building and a maximum of \$120,000 per commercial site.
- Linear footage of Customer Facing Storefront and Facade between 201 feet and 699 feet: maximum grant of \$60,000 per building and a maximum of \$120,000 per commercial site.
- Linear footage of Customer Facing Storefront and Facade between 700 feet and 999 feet: maximum grant of \$90,000 per building and a maximum of \$120,000 per commercial site.

Note: initial grant eligibility is determined by the existing linear footage of the Customer Facing Storefront and Facade. Projects involving the addition of new Storefronts, which did not previously exist, may be eligible for supplemental grant funding (up to the maximums indicated above) based on the planned, increased linear footage.

Eligibility:

In order to be eligible for consideration for an Exterior Commercial Renovation Grant, applicants, projects, and buildings must meet all of the following requirements:

- Must be Commercial Buildings in strip malls or mini-malls with ground-level commercial units, or groups of standalone Commercial Buildings with ground-level commercial units.
- Applicants must be the building owner(s) or that person’s designate.
- The project must be in a Target Area.
- The project must relate to a Commercial Building with Commercial Use on the main floor.
- The building owner must be current (not in arrears) on municipal property tax payments.
- The building owner must not be in default of any of their obligations under any other municipal program or agreement made with the City.
- The building owner must not be in litigation with the City over this or any other matter(s).
- The Building Age must be at least 20 years old.
- Construction work done before a signed Reimbursement Grant Agreement is in place between the applicant and the City is not reimbursable.
- The project must involve eligible exterior improvements and meet program design principles as outlined in the Corner Store Program Exterior Commercial Renovation Grant Program Guide.
- Applicants must meet any additional requirements set out in the Corner Store Program Exterior Commercial Renovation Grant Program Guide.

Ineligible Projects:

Applicants, projects, or buildings that meet any of the following criteria will not be eligible for consideration for an Exterior Commercial Renovation Grant:

- Buildings that are in Business Improvement Areas, or large commercial corridors situated along arterial roads, highways or other high traffic thoroughfares and draw customers from beyond the immediate neighbourhoods.
- Historic property projects not consistent with the City's Historic Resources Management Program.
- Buildings built primarily for auto-oriented uses (e.g., gas stations).
- Buildings in which the primary tenant is or will be a business operating a liquor store, body rub centre, cannabis store or vape store.
- Buildings occupied solely by franchised companies that have corporate design standards which limit the CSP's influence on building design and layout.
- Residential style buildings with Commercial or Direct Control Zoning, as per the City's Zoning Bylaw.
- Projects not achieving a transparent Storefront.
- Buildings that have previously received a CSP Exterior Grant.
- Construction work done prior to submitting an application or entering into a Reimbursement Grant Agreement.

Application Process

Step one: Apply to the Program

- **Consultation:** Applicants consult with the Corner Store Program Manager (Program Manager) regarding process, requirements, criteria, eligibility, and proposed renovation design.
- **Review the Program Guide:** Applicants can find information about the purpose of the CSP, types of grants and amounts offered, eligibility criteria, design requirements, the application process and the application form in the Corner Store Program Exterior Commercial Renovation Grant Program Guide.
- **Submission:** Completed applications submitted to the Program Manager. Submissions must include a completed application form, current photos of the exterior of the commercial building prior to renovation from various angles, elevations and components of the building, conceptual drawings or outline, proposed budget, and any other requested information. If the applicant is not the property owner, proof of authorization for the applicant to apply to the program on behalf of the property owner is required.
- **Format:** Applications must be prepared in accordance with the format required by the Corner Store Program Exterior Commercial Renovation Grant Program Guide.
- **Review Periods:** Applications are reviewed during regular periods until annual program funds are depleted or the program ends.

- **Pre-Construction Inspection:** Will be conducted by the Program Manager before signing a Reimbursement Grant Agreement.
- **Work Already Completed:** To be eligible for reimbursement, a Grant Agreement must be fully executed prior to the start of construction. This requirement does not apply to pre-construction costs such as design, architecture, and engineering.
- **City's Discretion:** The City can accept, reject, or modify applications, rendering decisions as approvals, conditional approvals, or refusals.

Step two: Project Review and Potential Approval

- **Review Process:** Complete applications are reviewed by the Program Manager who seeks feedback from project review experts as needed. Project review experts are City staff with expertise in urban design, accessibility, heritage, and construction.
- **Confirmation of Ownership:** The City will pull the Land Title and perform a Corporate Registry Search to confirm the legal address and property ownership.
- **Recommendations:** The Program Manager recommends approval, modification, or refusal to the Local Economy and Investment Services Supervisor and Director.
- **Funding Decision:** The Local Economy and Investment Services Supervisor and Director review applications for completeness and eligibility, and the Program Manager allocates funding based on alignment with the Corner Store Program Exterior Commercial Renovation Grant Program Guide, project eligibility, and availability of funds. Maximum grant amounts are not guaranteed; lesser amounts may be allocated.
- **Commitment:** Submitted or approved applications do not obligate the City to cover any costs incurred in preparing the applications, to participate in subsequent negotiations, or to enter into Reimbursement Grant Agreements. Acceptance or approval of an application does not guarantee that the City will enter into a Reimbursement Grant Agreement with the applicant.
- **Final Decision:** All City decisions to approve or reject applications are final and not subject to appeal.

Step three: Reimbursement Grant Agreement

- **Quotes:** Submit a minimum of two contractor quotes subject for review and approval by the Program Manager.
- **Architectural/Engineering Fees:** Reimbursement may not exceed 20% of eligible costs.
- **Project Management/Administration Costs:** Reimbursement may not exceed 10% of eligible costs.
- **Reimbursement Scope:** Limited to labor and material for eligible cost items. Non-eligible work may be required as a precondition for reimbursement. Compliance with all City Bylaws, applicable legislation, and permit conditions is required. Graffiti must be covered, removed, or painted over. GST is not eligible for reimbursement.

- **Cost summary:** Submit a list of itemized improvements, costs, and selected vendors/contractors along with their City business license numbers as required.
- **Reimbursement Grant Agreement:** Applicants must enter into a Reimbursement Grant Agreement with the City that specifies work, costs, maximum grant amount, and reimbursement conditions. This agreement is signed by the Section Director on behalf of the City. All of these agreements are sealed and filed by the Office of the City Clerk and are not valid until sealed and assigned a file number.

Step four: Construction

- **Compliance:** All work must comply with all applicable City, Provincial, and Federal legislation and regulations. Required permits must be secured by the applicants and Permit Service Reports must be presented before funds are disbursed.
- **Contractors:** Must have a valid City of Edmonton business license. All construction contracts will be between the applicant and the contractor.
- **Completion and Documentation:** Projects must be completed within 12 months of signing a Reimbursement Grant Agreement. A one-time one year extension may be granted for exceptional circumstances. Failure to complete the project on time may result in termination of the Reimbursement Grant Agreement.
- **Changes in scope:** Any changes in scope or cost to a project must be approved by the Program Manager in advance, and may require an amendment to the Reimbursement Grant Agreement. Failure to do so may result in its termination.
- **Extensions:** If it can be demonstrated that circumstances clearly beyond the applicant's control prohibit the completion of construction and submission of all relevant documentation within 12 months, the City may, in its sole and unfettered discretion, grant a one-time extension of up to 1 year.

Step five: Reimbursement

- **Photos:** Submit several photos of the completed work that demonstrate clear comparison to the photos provided during the application process.
- **Tax notice:** Submit the property's most recent tax notice. There will be no reimbursement if the property owner has outstanding amounts owing to the City due to municipal property taxes that are past due or in arrears. Proof of good standing is required.
- **Contractor payments:** Submit proof of payment for all contractors listed in your cost summary. Applicants are responsible for paying all contractors directly; the City does not pay contractors.
- **Permits:** Submit all relevant approved permits including development, building and signage permits as required by the project scope.
- **Additional Requirements:** There will be no reimbursement if the property owner is in default of any of their obligations under any other municipal program or agreement made

with the City, or if the property owner is in litigation with the City over this or any other matter(s).

- **Reimbursement:** The reimbursement grant is paid only when all of the above set out in this Step 5 have been completed or submitted, and have been reviewed and approved by the City. Upon approval of all required proof of project completion items, the Program Manager recommends to the Local Economy and Investment Services Supervisor and Director that the eligible costs and amount be reimbursed. The Section Director approves reimbursement payments.

Step six: Maintenance Period

- **Maintenance:** For a period of five years following the City remitting the reimbursement payment to the applicant, the applicant shall clean, repair and maintain the exterior improvements in accordance with the standard of care applicable to owners of valuable real estate in a comparable large city and shall, at a minimum, provide regular cleaning and prompt repair of damage.
- **Usage:** For a period of five years following the City remitting the reimbursement grant to the applicant, use the space only for eligible Commercial Uses permitted by the City and that are not considered ineligible in the Corner Store Program Exterior Commercial Renovation Grant Program Guide.
- **Penalty:** The City may periodically monitor the condition and use of the property. Failure to maintain the property, or using the space for purposes other than permitted Commercial Use, for a period of five years following the City remitting the reimbursement payment to the applicant may result in penalties as deemed necessary by the City, including return of up to 50% of grant funds paid toward the project.

Interior Commercial Renovation Grant

Target Areas: Applies to CSP projects in Neighbourhood Commercial Areas in Redeveloping Areas of the City within the boundaries of the Anthony Henday Drive freeway.

Grant Amount:

A reimbursement grant of up to 50% of eligible construction costs for interior improvements to Vacant or Underutilized Commercial Use Storefronts.

- Maximum grant of \$20,000 per Contiguous Commercial Site regardless of land title or lot divisions.

Eligible Projects

In order to be eligible for consideration for an Interior Commercial Renovation Grant, applicants, projects, and buildings must meet all of the following requirements:

- Must be Commercial Buildings in strip malls or mini-malls with ground-level commercial units, or groups of standalone Commercial Buildings with ground-level commercial units.
- The project must relate to a Commercial Building with Commercial Use on the main floor.
- The building must have a vacant ground floor commercial interior space for at least six months prior to application, or has been underutilized for a period of at least three years prior to application.
- At the end of the project, the property must have a two year minimum lease with a business tenant.
- The building must have clear, unobstructed street-level windows once construction is complete and for the duration of the subsequent five year maintenance period.
- Window tints, vinyl wraps, tinted or frosted glass, large window decals, and window perforations that obscure views in and out of the building are not permitted.
- Typically, security bars or rolling shutters are not permitted over windows or doors once construction is complete and for the five year maintenance period. The use of shatterproof clear glass or security films on windows is encouraged instead.
- Applicants must be the building owner(s) or that person's designate.
- The project must be in a Target Area.
- The building owner must be current (not in arrears) on municipal property tax payments.
- The building owner must not be in default of any of their obligations under any other municipal program or agreement made with the City.
- The building owner must not be in litigation with the City over this or any other matter(s).
- The Building Age must be at least 20 years old.
- Construction work done before a signed Reimbursement Grant Agreement is in place between the applicant and the City is not reimbursable.
- The project must involve eligible interior improvements and meet program design principles as outlined in the Corner Store Program Interior Commercial Renovation Grant Program Guide.
- Applicants must meet any additional requirements set out in the Corner Store Program Interior Commercial Renovation Grant Program Guide.

Ineligible Projects

Applicants, projects, or buildings that meet any of the following criteria will not be eligible for consideration for an Interior Commercial Renovation Grant:

- Buildings that are in Business Improvement Areas, or large commercial corridors situated along arterial roads, highways, or other high-traffic thoroughfares and draw customers from beyond the immediate neighbourhoods.
- Historic property projects not consistent with the City's Historic Resources Management Program.
- Buildings built primarily for auto-oriented uses (e.g., gas stations).

- Buildings in which the primary tenant is or will be a liquor store, body rub centre, cannabis store or vape store.
- Buildings occupied solely by franchised companies that have corporate design standards which limit the CSP's influence on building design and layout.
- Residential style buildings with Commercial or Direct Control Zoning, as per the City's Zoning Bylaw.
- Projects not achieving a transparent Storefront.
- Buildings that have previously received a Corner Store Interior Grant.
- Construction work done prior to submitting an application or entering into a Reimbursement Grant Agreement.

Application Process

Step one: Apply to the Program

- **Consultation:** Applicant consults with Program Manager regarding process, requirements, criteria, eligibility, and proposed renovation design.
- **Review the Program Guide:** Applicants can find information about the purpose of the CSP, types of grants and amounts offered, eligibility criteria, design requirements, the application process and the application form in the Corner Store Program Interior Commercial Renovation Grant Program Guide.
- **Submission:** Completed applications submitted to the Program Manager. Submissions must include a completed application form, current photos of the interior space of the commercial building prior to renovation from various angles, elevations and components of the building, conceptual drawings/outline or site plans showing planned renovations, proposed budget, and any other requested information. If the applicant is not the property owner, proof of authorization for the applicant to apply to the program on behalf of the property owner is required.
- **Format:** Applications must be prepared in accordance with the format required by the Corner Store Program Interior Commercial Renovation Grant Program Guide.
- **Review Periods:** Applications are reviewed during regular periods until annual program funds are depleted or the program ends.
- **Pre-Construction Inspection:** Will be conducted by the Program Manager before signing a Reimbursement Grant Agreement.
- **Work Already Completed:** . To be eligible for reimbursement, a Grant Agreement must be fully executed prior to the start of construction. This requirement does not apply to pre-construction costs such as design, architecture, and engineering.
- **City's Discretion:** The City can accept, reject, or modify applications, rendering decisions as approvals, conditional approvals, or refusals.

Step two: Project Review and Potential Approval

- **Review Process:** Complete applications are reviewed by the Program Manager who seeks feedback from project review experts as needed. Project review experts are City staff with expertise in urban design, accessibility, heritage, and construction.
- **Confirmation of Ownership:** The City will pull the Land Title and perform a Corporate Registry Search to confirm the legal address and property ownership.
- **Recommendations:** The Program Manager recommends approval, modification, or refusal to the Local Economy and Investment Services Supervisor and Director.
- **Funding Decision:** The Local Economy and Investment Services Supervisor and Director review applications for completeness and eligibility, and the Program Manager allocates funding based on alignment with the Corner Store Program Interior Commercial Renovation Grant Program Guide, project eligibility, and availability of funds. Maximum grant amounts are not guaranteed; lesser amounts may be allocated.
- **Commitment:** Submitted or approved applications do not obligate the City to cover any costs incurred in preparing the applications, to participate in subsequent negotiations, or to enter into Reimbursement Grant Agreements. Acceptance or approval of an application does not guarantee that the City will enter into a Reimbursement Grant Agreement with the applicant.
- **Final Decision:** All City decisions to approve or reject applications are final and not subject to appeal.

Step three: Reimbursement Grant Agreement

- **Quotes:** Submit a minimum of two contractor quotes subject to the review and approval of the Program Manager.
- **Architectural/Engineering Fees:** Reimbursement may not exceed 20% of eligible costs.
- **Project Management/Administration Costs:** Reimbursement may not exceed 10% of eligible costs.
- **Reimbursement Scope:** Limited to labor and material for eligible cost items. Non-eligible work may be required as a precondition for reimbursement. Compliance with all City Bylaws, applicable legislation, and permit conditions is required. Graffiti must be covered, removed, or painted over. GST is not eligible for reimbursement.
- **Cost summary:** Submit a list of itemized improvements, costs, and selected vendors/contractors along with their City business license numbers as required.
- **Ownership verification:** Submit Statutory Declaration of Vacant or Underutilized Commercial Use Storefront by the property owner.
- **Reimbursement Grant Agreement:** Enter into a Reimbursement Grant Agreement that specifies work, costs, maximum grant amount, and reimbursement conditions. This agreement is signed by the Section Director on behalf of the City. All of these agreements are sealed and filed by the Office of the City Clerk and are not valid until sealed and assigned a file number.

Step four: Construction

- **Compliance:** All work must comply with all applicable City, Provincial, and Federal legislation and regulations. Required permits must be secured by the applicants and Permit Service Reports must be presented before funds are disbursed.
- **Contractors:** Must have a valid City of Edmonton business license. All construction contracts will be between the applicant and the contractor.
- **Completion and Documentation:** Projects must be completed within 12 months of signing a Reimbursement Grant Agreement. A one-time 1 year extension may be granted for uncontrollable circumstances. Failure to complete the project on time may result in termination of the Reimbursement Grant Agreement.
- **Changes in scope:** Any changes in scope or cost to a project must be approved by the Program Manager in advance, and may require an amendment to the Reimbursement Grant Agreement. Failure to do so may result in its termination.
- **Extensions:** If it can be demonstrated that circumstances clearly beyond the applicant's control prohibit the completion of construction and submission of all relevant documentation within 12 months, the City may, in its sole and unfettered discretion, grant a one-time extension of up to 1 year.

Step five: Reimbursement

- **Photos:** Submit several photos of the completed work that demonstrate comparison to the photos provided during the application process.
- **Tax notice:** Submit the property's most recent tax notice. There will be no reimbursement if the property owner has outstanding amounts owing to the City due to municipal property taxes that are past due or in arrears. Proof of good standing is required.
- **Contractor payments:** Submit proof of payment for all contractors listed in your cost summary. Applicants are responsible for paying all contractors directly; the City does not pay contractors.
- **Permits:** Submit all relevant approved permits including development, building and signage permits as required by the project scope.
- **Signed Lease:** Submit a copy of a fully executed lease agreement with a minimum two year term for the new tenant in the space. The grant will not be reimbursed without a signed lease agreement in place. Alternatively, applicants can provide proof that the building owner will be operating a commercial business in the renovated space.
- **Additional Requirements:** There will be no reimbursement if the property owner is in default of any of their obligations under any other municipal program or agreement made with the City, or if the property owner is in litigation with the City over this or any other matter(s).
- **Reimbursement:** The reimbursement grant is paid only when all of the above set out in this Step 5 have been completed or submitted, and have been reviewed and approved by the City. Upon approval of all required proof of project completion items, the Program Manager recommends to the Local Economy and Investment Services Supervisor and Director that

the eligible costs and amount be reimbursed. The Section Director approves reimbursement payments.

Step six: Maintenance Period

- **Maintenance:** For a period of five years following the City remitting the reimbursement grant to the applicant, the property owner shall clean, repair and maintain the interior improvements in accordance with the standard of care applicable to owners of valuable real estate in a large city and shall, at a minimum, provide regular cleaning and prompt repair of damage.
- **Usage:** For a period of five years following the City remitting the reimbursement grant to the applicant, use the space only for eligible Commercial Uses permitted by the City and that are not considered ineligible in the Corner Store Program Interior Commercial Renovation Grant Program Guide.
- **Penalty:** The City may periodically monitor the condition and use of the property. Failure to maintain the property, or using the space for purposes other than permitted Commercial Use, for a period of five years following the City remitting the reimbursement payment to the applicant may result in penalties as deemed necessary by the City, including return of up to 50% of grant funds paid toward the project.

Responsibilities

Economic Investment Services Branch Manager

- Oversees the Corner Store Program, including program evaluation and funding.
- Delegates to the Section Director the final decision regarding approval or refusal of applications, Reimbursement Grant Agreements and project reimbursement based on recommendations provided by the Program Manager that are endorsed by the Local Economy and Investment Services Supervisor.
- Approves updates and changes to these Procedures from time to time, as required and recommended by the Section Director.
- Approves application requirements and the Corner Store Program Interior Commercial Renovation Grant Program Guide and Corner Store Program Exterior Commercial Renovation Grant Program Guide (Program Guides) .
- Makes decisions related to applications, funding agreements and reimbursements that are not clearly addressed in these Procedures and the associated Program Guides.

Local Economy and Investment Services Section Director

- Makes recommendations to the Branch Manager related to program evaluation, funding, performance and outcomes.

- Make decisions on applications recommended for approval, approval with conditions, or refusal by the Program Manager and Local Economy and Investment Services Supervisor.
- Signs Reimbursement Grant Agreements on behalf of the City.
- Approves project extensions allowed by these Procedures, as well as project reimbursements based on recommendations by the Program Manager and Local Economy and Investment Services Unit Supervisor.

Corner Store Program Manager

- Administers the Corner Store Program, including program evaluation and monitoring, managing program funding, communication with applicants, site inspections, coordinating administrative review of applications, and promotion of the program to prospective applicants, and other duties as required.
- Collaborates with the City's Integrated Infrastructure Services department to identify, agree upon and coordinate associated streetscape projects.
- Evaluates applications and recommends approval, approval with conditions, or refusal to the Local Economy and Investment Services Supervisor and Section Director.
- Proposes amendments and recommends variances to the Program Guides from time to time, as required.
- Prepares recommendations and any proposed changes for the Branch Manager regarding the application requirements and Program Guides, including eligible grant amounts, as required.

Definitions

- **Active Storefront:** A functional, customer-oriented facade that contributes to the business's ability to attract and serve its clientele and includes windows, doors, facades, and signage.
- **Building Age:** The year a building is built, as per municipal tax records.
- **Building Renovation Grants:** matching grants offered to eligible commercial properties within target areas to make improvements to the exterior and interior of their buildings.
- **Commercial Building:** A building designed for Commercial Use at ground level, with Active Storefronts and excluding home businesses.
- **Customer Facing Storefront and Facade:** the portion of the building's exterior that is directly visible and intended to be seen by customers from public areas like sidewalks, streets and parking lots.
- **Commercial Use:** buildings or properties that are zoned as Commercial Use (as per the City's Zoning Bylaw) and primarily used for business activities, trade or services that generate revenue.
- **Contiguous Commercial Site:** multiple adjacent commercial properties under the common control of a single ownership group, irrespective of whether legal title to individual parcels is held by separate operating companies or individuals that are subsidiaries or affiliates of said ownership group.

- **Corner Store Program Exterior Commercial Renovation Grant Program Guide:** serves as a reference to applicants to provide clear guidance on eligibility criteria, funding limits, application processes, evaluation criteria, reporting requirements and compliance expectations for the Corner Store Program Exterior Grants.
- **Corner Store Program Interior Commercial Renovation Grant Program Guide:** serves as a reference to applicants to provide clear guidance on eligibility criteria, funding limits, application processes, evaluation criteria, reporting requirements and compliance expectations for the Corner Store Program Interior Grants.
- **Exterior Commercial Renovation Grant:** matching grants offered to eligible commercial properties within target areas to make improvements to the exterior of their buildings.
- **Facade:** all the exterior elements, including walls, windows, doors, and any decorative or structural features of a Commercial Building.
- **Historic Resources Management Plan:** Edmonton's long-term strategy to identify, protect, manage, and promote its historic resources for present and future generations by establishing clear guidelines and simplifying heritage policies.
- **Interior Commercial Renovation Grant:** matching grants offered to eligible commercial properties within target areas to make improvements to the interior of vacant or chronically vacant spaces within their buildings.
- **Local Nodes:** A local node serves a residential neighbourhood or business area and includes existing or new small scale activity centres. It is a community focal point for business, services, gathering and housing.
- **Neighbourhood Commercial Area:** refers to a small-scale commercial zone designed primarily to serve the immediate needs of the surrounding residential community. These areas were originally developed as community-oriented amenities, offering accessible goods, services, or social spaces to nearby residents. They typically consist of locally focused businesses and are distinct from large commercial corridors, regional shopping malls, or retail commons, which cater to broader markets and larger geographic areas. Neighbourhood Commercial Areas are integral to fostering walkable, vibrant, and community-centered environments.
- **Redeveloping Areas:** Are neighbourhoods that have completed the cycle of growth, build out and maturation, and are changing to accommodate compact, mixed use development in support of the City Plan. Focusing investment in these areas aligns with program goals of revitalizing and enhancing long-standing community hubs and supporting the unique commercial needs of these established neighborhoods.
- **Reimbursement Grant Agreement:** Contract between the City and the building owner, or the City, the building owner, and a building tenant, for the reimbursement of eligible and approved costs and improvements upon project completion. It specifies the maximum grant amount, the approved project design, and the eligible improvements that the applicant may seek reimbursement for upon successful project completion.
- **Storefront:** This is the portion of the facade specifically at street level, designed to facilitate customer entry and display merchandise.

- **Target Area:** Neighbourhood Commercial Areas in Redeveloping Areas of the City within the boundaries of the Anthony Henday Drive freeway.
- **Chronically Vacant:** Storefront with high tenant turnover defined as three or more business licences to one address within three years or vacant at application time, requiring interior improvements for desirable Commercial Use.
- **Underutilized Commercial Use Storefront:** Space within a commercial building that could be repurposed into additional leaseable commercial tenant space
- **Vacant Commercial Use Storefront:** Storefront vacant for at least 6 months, not due to major redevelopment or building construction.