



MUNICIPALITY OF THE DISTRICT OF CHESTER

~ BUSINESS FAÇADE PROGRAM ~

GUIDELINES

The Municipality of the District of Chester (MOC) supports the rejuvenation of commercial storefronts and the role this plays in spurring re-investment and increasing community pride. Attractive community cores encourage both residents and visitors to spend more time in our community, which supports successful local businesses. MOC is committed to assisting the work to improve the ‘curb appeal’ of businesses, contributing to the revitalization of our community cores, and preserving a sense of local community character. It is always advisable to consult with the Economic Development team prior to submitting an application to ensure your project fits to criteria for the program.

Eligible Applicants

- The program is open to customer-facing businesses and not-for-profit organizations within the Business Façade Program – Eligible Area maps ([insert link]).
- Up-to-date registration with the Registry of Joint Stocks (RJSC) is required.
- The identified property must be in a zone where commercial uses are permitted.
- The business or organization’s property must be customer-facing and focused on attracting customers or clients to the identified property.

Eligible Projects

- Projects must be customer-facing and exterior improvements only. A sampling of potential eligible projects could include:
 - Landscaping
 - Accessible entrances & walkways
 - Siding & trim replacement
 - Windows and doors
 - Awnings
 - Signage
 - Lighting
- Applications should preserve historical design elements to the greatest extent possible and ensure materials and colour palettes are compatible with adjacent buildings.
- Proposed improvements must comply with zoning by-laws and will be reviewed by Staff prior to approval to confirm compliance.

- Improvements are intended to target human-scale improvements (e.g., pedestrians), improve the ‘curb appeal’ of a property, increase accessibility, and/or contribute to a welcoming community core.
- Exterior improvements need to be visible from the primary roadway.

Ineligible Projects

- Interior renovations of a property.
- Projects that do not comply with zoning by-laws.
- Regular operating costs and expenses that are not capital in nature are not eligible.

Funding

- For approved applications, MOC will contribute up to 50% of approved eligible costs to a maximum of \$5,000 per project.
- Funding is distributed upon completion of approved work.
- Expenses must be submitted prior to February 28th to be eligible. (For clarity, if an application is approved in May 2026, all expenses must be submitted by February 28, 2027, to be eligible).
- Costs incurred prior to funding approval are ineligible.

Application Procedure

- Applications are open from April 1st – November 30th each year.
- Applications must be submitted by November 30th.
- Organizations must complete and submit our Business Façade Program application form.
- Completed application forms should be submitted to MOC as indicated on the form.
- If businesses and organizations have questions about the application form or would like to receive assistance to complete the form, please contact Economic Development at 902-277-4239 or by email at ecodev@chester.ca.
- Tenants will need to demonstrate permission of the property owner (if applicable).

Evaluation

- Applications will be reviewed and evaluated by an internal staff committee based on the following:
 - Grant criteria have been met.
 - Proposed improvements would contribute to the vibrancy of MOC’s community cores.
 - Preservation of historical design elements, compatibility with adjacent buildings, and alignment with relevant design requirements or guidelines (if applicable).
 - A review of the proposed upgrades by the MOC development team to confirm compliance with zoning by-laws.

- Priority will be given to applicants that have not received funding for Business Façade improvements in the previous five years. Applicants who have received previous funding will be considered but will not be prioritized.
- Approval is dependent upon all required permits being issued.

Funding Recognition

MOC encourages appropriate recognition as a funding partner of approved projects and will work with the recipient on how recognition should be acknowledged.

Note: The amount of program funding is limited. The Municipality of the District of Chester (MOC) reserves the right to approve funding amounts lower than requested. MOC also reserves the right to reject any application, regardless of whether the criteria have been met.