



**VILLAGE OF MYRNAM  
BYLAW NO. 2025-10**

**A BYLAW OF THE VILLAGE OF MYRNAM, IN THE PROVINCE OF ALBERTA, TO  
ESTABLISH A FAÇADE IMPROVEMENT INCENTIVE PROGRAM FOR NON-  
RESIDENTIAL BUILDINGS**

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**WHEREAS** pursuant to the Municipal Government Act, R.S.A. 2000, c. M-26, a Council may pass bylaws for municipal purposes respecting the development of land, the safety and protection of property, and the beautification of the municipality;

**AND WHEREAS** Council desires to encourage the revitalization and aesthetic improvement of building façades to enhance property values, community pride, and the overall attractiveness of the Village of Myrnam;

**NOW THEREFORE** the Council of the Village of Myrnam, duly assembled, enacts as follows:

**1.0 TITLE**

**1.1** This Bylaw may be cited as the “Façade Improvement Incentive Bylaw.”

**2.0 DEFINITIONS**

**2.1 "Applicant"** means a registered property owner or tenant (with written consent of the property owner) who applies for funding under the Façade Improvement Incentive Program.

**2.2 "C.A.O."** means the Chief Administrative Officer for the Village of Myrnam or their designate.

**2.3 "Council"** is the Mayor and Councillors of the Village of Myrnam who are elected pursuant to the provisions of the Act, whose term are unexpired, who have not resigned, and who continues to be eligible to hold office under the Act.

**2.4 "Façade"** means the principal front or visible exterior face of a building, including windows, doors, signage, lighting, and architectural features visible from a public street or sidewalk.

**2.5 "Non-Residential Building"** includes commercial, institutional, and industrial buildings.

**3.0 PROGRAM ESTABLISHMENT**

**3.1** The Façade Improvement Incentive Program is hereby established to provide financial incentives to eligible property owners or tenants for approved façade improvement projects.

**3.2** Funding for this Program shall be subject to availability as approved annually by Council during the Village’s budget deliberations.



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### **4.0 ELIGIBILITY**

- 4.1 Only buildings that are structurally sound and meet safety requirements are eligible;
- 4.2 Projects must be for improvements to the front or street-facing façades of the building;
- 4.3 Only non-residential buildings are eligible;
- 4.4 Applicants must not be in arrears of municipal taxes or utility payments.
- 4.5 All proposed improvements must comply with the Design Guidelines attached as Schedule A to this Bylaw.

### **5.0 ELIGIBLE IMPROVEMENTS**

- 5.1 Repair or replacement of exterior cladding (e.g., siding, masonry, stucco);
- 5.2 Replacement or enhancement of doors, windows, or shutters;
- 5.3 Installation of new signage or lighting;
- 5.4 Restoration of architectural details;
- 5.5 Painting and cleaning of façade surfaces;
- 5.6 Landscaping and hardscaping elements adjacent to the façade (e.g., planters, walkways);
- 5.7 Accessibility improvements that affect the façade (e.g., ramps, entry features).
- 5.8 Examples of eligible façade improvements are shown in Schedule B.

### **6.0 INCENTIVES**

- 6.1 Incentives shall be provided in the form of matching grants, up to a maximum of \$5,000 or 50% of eligible costs, whichever is less.
- 6.2 A higher maximum may be considered by Council for buildings of historic, cultural, or architectural significance.
- 6.3 Grants will be disbursed upon successful completion and inspection of the approved work.

### **7.0 APPLICATION PROCESS**

- 7.1 All applications must be submitted to the C.A.O. and must include:
  - a) A completed application form (see Schedule C);
  - b) Proof of ownership or written consent from the property owner;
  - c) Photographs of the existing façade;
  - d) A detailed description of the proposed improvements;
  - e) At least two quotes or cost estimates from qualified contractors; and
  - f) Any necessary development or building permits.



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**7.2** Applications will be reviewed by the C.A.O. and approved by Council, using the Evaluation Criteria set out in Schedule D.

**7.3** Projects must be completed within six (6) months of approval unless an extension is granted by the C.A.O. not exceeding an additional six (6) months.

**8.0 CONDITIONS**

**8.1** The Village may place a sign on the property during construction indicating participation in the Program.

**8.2** The Applicant shall be responsible for obtaining all required permits.

**8.3** The Village reserves the right to decline any application not deemed to meet the objectives of the Program or to withhold payment if the work is not completed as approved.

**9.0 ADMINISTRATION**

**9.1** The C.A.O. shall administer this Bylaw and may establish procedures, forms, and policies to implement the Program.

**10.0 SEVERABILITY**

**10.1** If any provision of this Bylaw is found invalid or unenforceable, the remaining provisions shall remain in full force and effect.

**11.0 EFFECTIVE DATE**

**11.1** This Bylaw shall come into force and take effect upon third and final reading.

That Bylaw No. 2025-10 be given a first reading this 21st day of August 2025.

That Bylaw No. 2025-10 be given a second reading this 21st day of August 2025.

That Bylaw No. 2025-10 be given third and final reading and passed this 21st day of August 2025.

**VILLAGE OF MYRNAM**

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**DONNA RUDOLF, MAYOR**

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**ELSIE KIZIAK, C.A.O.**



# VILLAGE OF MYRNAM BYLAW NO. 2025-10

## Schedule A Design Guidelines

### 1. Purpose

These Design Guidelines are intended to support property owners in making improvements that enhance the aesthetic appeal, historical character, and overall streetscape of the Village. All improvements must comply with the Village's Land Use Bylaw and applicable regulations.

### 2. General Design Principles

- **Compatibility:** Improvements should be compatible with the existing architecture and surrounding buildings in terms of scale, material, and colour.
- **Cohesiveness:** Façade changes should result in a unified and visually pleasing design, avoiding mismatched or unrelated elements.
- **Authenticity:** Restore or replicate original architectural features where possible. Avoid using materials or styles that are historically inaccurate or diminish the building's character.
- **Accessibility:** Improvements that enhance barrier-free access are encouraged, provided they integrate well with the façade design.
- **Sustainability:** Energy-efficient and durable materials are encouraged, particularly where they improve long-term appearance and function.

### 3. Eligible Façade Features

The following exterior features are eligible for improvement and must comply with the design principles above:

#### 3.1 Walls and Cladding

- Repair or replacement of stucco, brick, stone, wood, or siding
- Repointing of masonry
- Exterior repainting in complementary colours

#### 3.2 Windows and Doors

- Restoration of historic windows and doors
- Installation of energy-efficient or architecturally suitable replacements
- Addition of decorative trim or moulding

#### 3.3 Entrances and Accessibility

- Upgrading or restoring main entryways
- Installing new front steps or ramps that blend with the building façade
- Repair or replacement of porch columns, railings, and coverings



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### **3.4 Roofline and Architectural Elements**

- Restoration of cornices, parapets, or decorative trims
- Repair of roof elements that are visually part of the façade

### **3.5 Awnings and Canopies**

- Addition or replacement of awnings in materials and colours that complement the building
- Restoration of existing canopies

### **3.6 Signage and Lighting**

- Installation of new signage that is professionally designed and appropriately scaled
- Removal of outdated signage and fixtures
- Addition of attractive exterior lighting (e.g. gooseneck fixtures) that does not create glare

### **3.7 Landscaping and Hardscaping (Visible from Street)**

- Addition of planters, flower boxes, or hanging baskets
- Improvements to front walkways, patios, or fencing
- Restoration of heritage features like stone paths or ornamental fences

## **4. Colour Guidelines**

- Use a palette that complements adjacent buildings and the surrounding streetscape.
- Bright or neon colours are discouraged unless historically accurate.
- Trim, accents, and signage should provide contrast without clashing.

## **5. Ineligible Work**

The following are not eligible for funding under this program:

- Roof replacement (unless decorative and visible from the street)
- Routine maintenance (e.g., pressure washing, minor repairs)
- Interior renovations
- Work commenced prior to grant approval
- In-kind labour or do-it-yourself improvements (unless pre-approved)

## **6. Approval Process**

Applicants must submit design drawings or concept renderings, material samples, and colour swatches for review. Approval is subject to evaluation by the Village's review committee and may require amendments for design consistency.



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### Schedule B Examples of Eligible Façade Improvements

#### Exterior Finishes & Cladding

1. Repainting of exterior walls using historically appropriate or approved colours
2. Repair or replacement of exterior siding or stucco
3. Restoration or replacement of brick or masonry (including repointing)

#### Doors & Entrances

4. Restoration or replacement of front doors, including historical door styles
5. Installation of accessible entrances (ramps, handrails, etc.) if part of the main façade
6. Installation or improvement of front steps and entry features

#### Windows

7. Restoration of original windows (frames, sashes, glazing)
8. Replacement of non-original windows with historically appropriate or energy-efficient ones
9. Addition of window trim, shutters, or other architectural detailing

#### Signage & Lighting

10. Installation of new, attractive signage that meets municipal design standards
11. Removal of obsolete signage and replacement with improved designs
12. Installation of gooseneck or downcast architectural lighting for signage or building illumination

#### Awnings & Canopies

13. Installation or replacement of awnings that enhance visual appeal
14. Restoration or modernization of canopies to suit building architecture

#### Roofline & Architectural Features

15. Restoration of parapets, cornices, or other decorative architectural elements
16. Installation of decorative trim or mouldings appropriate to the building's style

#### Landscaping & Site Enhancements

17. Addition of planter boxes, hanging baskets, or ornamental landscaping attached to the façade
18. Repair or installation of front-facing patios, fencing, or railings (if visible and integral to the façade)
19. Improvement of front yard or setback areas directly adjacent to the building

#### Energy Efficiency with Aesthetic Benefit

20. Installation of energy-efficient cladding, insulation, or storm windows where visible and compatible with heritage or design guidelines



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**Schedule C  
Façade Improvement Incentive Program Application Form**

Applicant Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Property Address: \_\_\_\_\_

Legal Description: \_\_\_\_\_

Are you the registered owner of the property?  Yes  No

If no, attach written consent from the owner.

Describe the proposed façade improvements (attach additional sheets if necessary):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Estimated Cost of Project: \$ \_\_\_\_\_

Amount Requested (maximum 50% of cost or \$5,000): \$ \_\_\_\_\_

Estimated Project Start Date: \_\_\_\_\_ Completion Date: \_\_\_\_\_

Checklist of Required Attachments:

- Photos of existing façade
- Detailed description of improvements
- Two contractor quotes
- Development/building permits (if applicable)
- Owner consent (if required)
- Reference images or concept sketches (encouraged)

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_



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**Schedule D  
Evaluation Criteria**

Applications for the Village Façade Improvement Incentive Program will be evaluated using the following weighted criteria. Each application must demonstrate its contribution to the visual, historical, and aesthetic improvement of the property and its positive impact on the surrounding streetscape. Applications scoring below 60 out of 100 may not be approved.

Evaluation Criteria	Maximum Points	Evaluation Considerations
Alignment with Program Goals (visual improvement, heritage, community impact)	25 points	Does the project enhance the building’s appearance? Does it respect local heritage and contribute positively to the community?
Quality and Completeness of the Application	15 points	Are drawings, material samples, timelines, and budget clearly provided and detailed?
Degree of Visual Transformation Proposed	20 points	Is the project a significant improvement over the current condition? Does it create noticeable positive change?
Use of Historically Appropriate or Durable Materials	15 points	Are materials in keeping with the architectural style? Will they last and require minimal maintenance?
Contribution to Streetscape / Aesthetic Consistency	15 points	Does the project align with neighboring buildings and contribute to an attractive, cohesive streetscape?
Feasibility (budget, timeline, permits)	10 points	Is the project realistic in terms of timing and budget? Are permits or permissions in place or reasonably achievable?

**Approval Threshold:**

- 60–100 points – Eligible for approval (pending funding availability)
- Below 60 points – May be declined or returned for revision