

Description

In the wake of economic hardship caused by COVID-19 and low oil prices, the City of Grande Prairie has developed several grants and incentives to assist local businesses. The Change of Use fee waiver is intended to reduce costs for businesses seeking to diversify their operations. Applies to a Change of Use permit application for a business applying to change from one to another of the following uses: Restaurant, Drinking Establishment Major or Minor, and Restaurant & Drinking Establishment Major or Minor. The waiver may be applied retroactively as a reimbursement of the fee for applications received after October 5, 2020.

Deadlines

Applications will be accepted on an on-going basis until the Economic Recovery Program, or the Change of Use Waiver component has ended

Submission Information & Questions

Completed applications should be submitted to Planning & Development at devpermits@cityofgp.com.

Any inquiries can also be made to the program coordinator at economicrecovery@cityofgp.com.

FOIP Act Policy

The personal information is being collected under the authority of Section 33(c) of the Freedom of Information and Protection of Privacy Act, RSA 2000, chapter F-25, as amended from time to time, and will be used to administer the applications brought forward for consideration for the Facade Improvement Grant. It is protected by the privacy provisions of the Freedom of Information and Protection of Privacy Act (FOIP Act). If you have any questions about the collection, use and disclosure of your personal information, contact the FOIP Coordinator at 10205 98 Street, Grande Prairie Alberta T8V6V3, (780) 538-0300 or vkirk@cityofgp.com

[Clear Form](#)
[Print Form](#)

General Information

Applicant Name

Date

Mailing Address

Phone

Email

Project Address

Reimbursement Details (Only for applicants requesting reimbursement for fees that have been paid)

Application Date

Fee Amount Paid

File number

[Clear Form](#)

[Print Form](#)

Applicant Checklist (In order for your application to be deemed complete you must submit the following)

Step 1

☐ Completed Application Form

Step 2

☐ Submit this form along with a completed Change of Use Development Permit application form.

Eligibility (In order for your application to be deemed complete you must submit the following)

- 1 ☐ Business has been financially impacted by COVID-19 (30% or more reduction in revenues)
- 2 ☐ Business has been in operation for at least 6 months.
- 3 ☐ Business employs at least one person in addition to the owner.
- 4 ☐ Property taxes are current on business location.

Applicant Declaration

I understand that my submission of an application does not constitute a guarantee of fee waiver under the Economic Recovery Program. I certify that all information is true and accurate to the best of my knowledge.

Applicant Signature

Date

Name (please print)

Authorization for Agent of the Property Owner (Complete only if applicant is not the registered Property Owner)

I/we, _____ the owner of the subject property hereby authorize _____ to act on my behalf with respect to the application.

Signature of Property Owner

Date

For Office Use Only

Date/ Time Received

Details

Application Complete

☐ Yes

☐ No

Date of Application Review

Amount of Fee Waived

Decision

☐ Approve

☐ Approve with Conditions

☐ Refuse