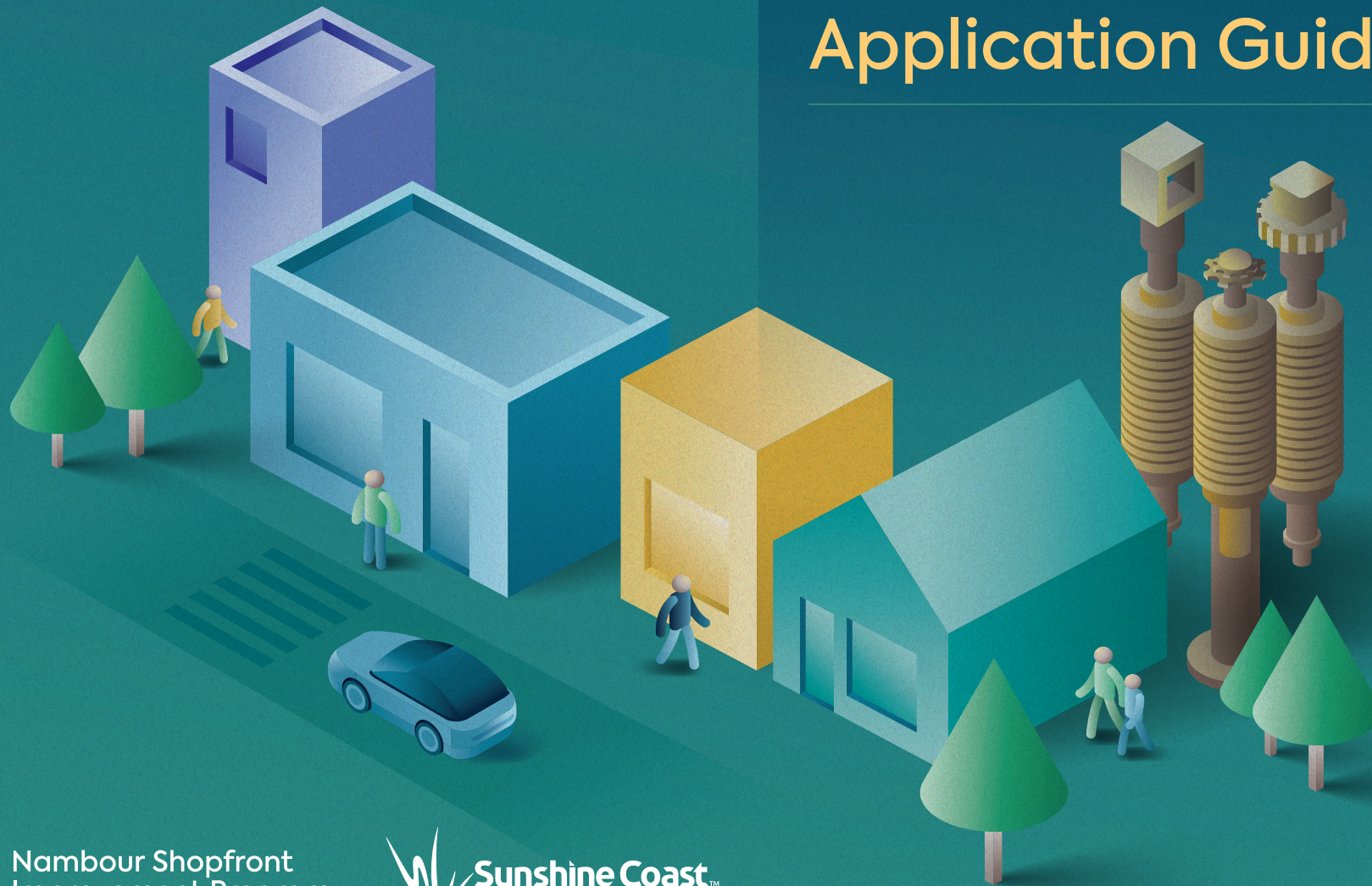


# Nambour Shopfront Improvement Program

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## Application Guidelines

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## What is the shopfront improvement program?

**The Nambour Shopfront Improvement Program has been established to assist business owners with the cost of upgrading the aesthetic, vibrancy, and attractiveness of shop fronts to encourage retail activation and engagement.**

As a dedicated Gateway Precinct, Sunshine Coast Council is committed to ensuring the Nambour business district welcomes visitors with attractive commercial streetscapes.

Providing welcoming and interactive facades can increase footfall and patronage by amplifying the visual and physical connection with customers.

Businesses can apply for funding to support shopfront improvements through a Council co-contribution. Council will support matched funding up to a maximum contribution of \$5,000.

Businesses are encouraged to develop improvement ideas that:

- enhance the presentation of a building or business
- contribute to amenity and a more interesting and exciting street experience
- make a creative or unique contribution to the streetscape

**For more information and for application criteria go to [iamnambour.com](http://iamnambour.com).**



## What is a shopfront?

For the purpose of the Shopfront Improvement Program, a shopfront is a physical business premises within the CBD area that is on the street level, usually contains display windows and is open to and trades with consumers from those premises.

The applicant must have customers who come to the shopfront in order to purchase goods or services.

Examples of on-street shopfronts include, but are not limited to, a café, restaurant, retail store, art gallery, healthcare or service provider, which can be accessed from a street or laneway.

## What types of improvements can i make?

Assistance towards costs is available for long-term, street-level improvements to your shopfront. These can include:

- Repainting of external shop frontage
- Improvements to advertising signage if part of a broader shopfront enhancement project
- Adding external materials and treatments that provide attractive detail, such as texture or tiling
- Improving accessibility for all users
- Adding greening elements such as planting vines, green walls or window boxes
- Improvements to frontages to interact with the street, such as the addition of folding windows
- Removal of security shutters and replacement with glass or security glazing
- Improvements to under awnings
- Removal of fixed outdoor dining furniture (including planter boxes) and replacement with non fixed furniture
- Internal and external display lighting.

The Shopfront Improvement assistance is not available for:

- Improvements that have already commenced or completed
- Routine maintenance or cleaning
- Standalone advertising signage improvements
- Fixed planter boxes or furniture
- Purchase of buildings or property extensions
- Business relocation
- Internal shop fittings including display shelves and painting
- Staffing or operational costs
- Development application or other statutory fees

If you think your shopfront can be improved in other ways, call us to discuss your ideas.

We would also welcome proposals where a number of nearby businesses would like to collaborate to enhance collective street appeal.

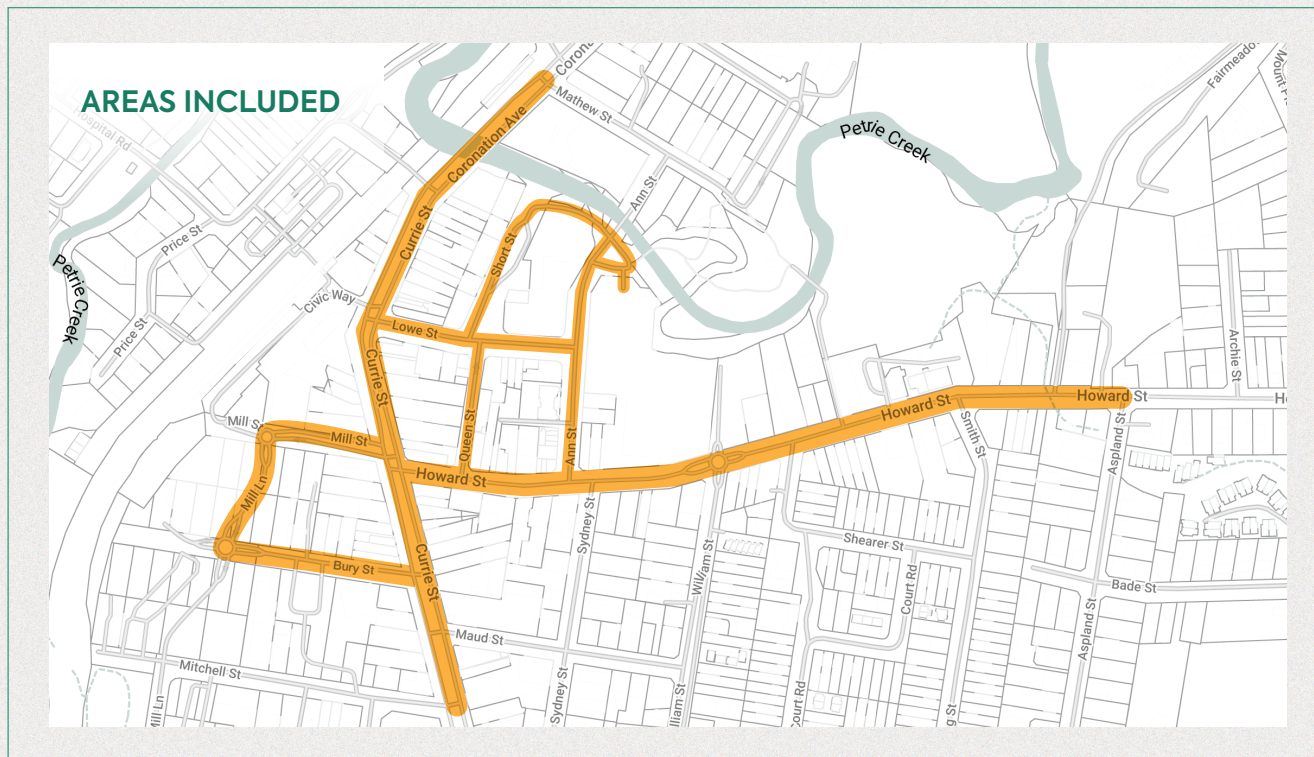


## Who can apply?

**Under the Nambour Shopfront Improvement Program, business located in the Nambour town centre area will be considered.**

Properties owned or managed by Sunshine Coast Council or a State or Federal Government agency are not eligible to receive assistance under this program.

Council procurement policies will be applied to any costs met by Council.



## When can I apply?

The Nambour Shopfront Improvement Program opens May 2023 with ongoing assessments until the budget is expended.

## What is the application process?

### STEP 1

Use this guide to determine if the improvement you have in mind is eligible and if you are located in a street where the Shopfront Improvement Program is available.

### STEP 2

Obtain two written quotes from licensed contractors for the project works.

### STEP 3

Complete and submit the Shopfront Improvement Program application form with the required documentation (quotes for the work, written consent of the property owner and photo of the existing shopfront).

### STEP 4

Your application will be assessed by a panel of representatives from key stakeholder groups in Nambour.

### STEP 5

A decision will be made once all permissions and approvals have been obtained. Successful projects will be advised of details of their approved project in writing.

### STEP 6

Approved works commence and must be completed as approved within a three-month period (unless otherwise agreed).

### STEP 7

Upon completion of the work, notify Council to arrange a site inspection.



### Note:

Council may contact you following receipt of your application to discuss the project or to request additional information.

If your proposed improvement requires Development Approval you will be asked to submit a Development Application (fees apply).

Applications are assessed on their merits and there is no guarantee that Council approve a contribution towards the costs of your project.

# Nambour Shopfront Improvement Project application form



Name

Business name

Business address

Email

Are you  The leaseholder  The building owner

Please outline the proposed improvements to your shopfront

Please attach

- A photo of the shopfront, highlighting the proposed improvements.
- Two written quotes for the proposed works from the relevant contractors

Do you have the building owner's permission to undertake these works?

*Note: You will need to provide this in writing if your application is successful.*

Yes I have the building owner's permission  No, I do not have the permission yet

Please submit the completed application form and supporting documentation to:

**Email**

placeactivation@sunshinecoast.qld.gov.au

**Mail**

Locked Bag 72  
Sunshine Coast Mail Centre Qld 4560

**For further information please contact:**

**Jemma Slater**

Project Officer – Place Activation

**Mobile**

0458 407 211

**Email**

jemma.slater@sunshinecoast.qld.gov.au

