Adaptive Reuse Incentive Eligibility

Fee incentives are available to small businesses renovating existing buildings for new uses. An eligible adaptive reuse project may utilize up to $9,000 in incentives toward site plan and commercial construction plan review and permit fees to establish new occupancy. Zoning applications are exempt from Adaptive Reuse incentives.

Request for Adaptive Reuse Fee Incentive

All Adaptive Reuse fee incentive requests must be submitted in writing on an Adaptive Reuse Program Incentive application. Completed applications shall be submitted to the Plan Review Section secretary. The secretary will then forward the application to the Office of Customer Advocacy (OCA) staff for review and processing.

Plan Review and Permit Incentive Eligibility Site plans and commercial construction plan review and permits that establish a new occupancy for eligible adaptive reuse projects may take advantage of available incentives.

1. To qualify for plan review and permit fee incentives, the building must meet the following criteria:
    - An independent structure permitted prior to 2000
    - A change of occupancy or significant change in use
    - A change that incorporates the entire building
    - A building that is 25,000 square feet or less in size
2. Excluded Uses:
    - Sexually oriented business, such as adult bookstore, adult theatre, adult live entertainment, erotic dance or performance studio or adult novelty store
    - Retail sale of liquor or other alcoholic beverages for off-premises consumption
    - Manufacturing, fabrication and assembly of finished products or subassemblies, except incidental to office and retail use (such as assembly of office cubicles)
    - Tattoo shop
    - Pawn shop
    - Gun shop
    - Bail bonds businesses
    - Check cashing/payday loans
    - Hazardous occupancies
    - Smoke shops
    - Medical marijuana facilities
    - Auto title loans
    - Places of worship
3. Eligibility will be at the discretion of the OCA. For more information regarding the availability of Adaptive Reuse Incentives, contact (602) 534-7344.