

# Growth Community Improvement Plan: Housing Target Area Guidelines

## Overview

The City of North Bay recognizes the importance of facilitating the development of housing options to service the needs of the community.

As the City moves to maintain a diversified and resilient local economy, it must target its investments into employment, housing and the downtown core. Community Improvement Plans provide the Municipality tools under the Planning Act and Municipal Act to create opportunity in return for private sector investment and development in particular areas of the City. The boundaries of the **Housing Target Area** are identified in Schedule A.

## Goals and Objectives

The primary objective within the **Housing Target Area** is to encourage infill and intensification of housing developments within the 'Residential Intensification Area' of the City.

The Housing Target Area financial incentives will be available to applicants who are increasing the net amount of residential units within their existing residential building such as secondary units. The Housing Target Area will help to facilitate a range of housing types, which may help to encourage affordable housing, aging in place and accessible units.

In order to accomplish this, the goals and priority of projects are:

- Stimulate private sector investment and development in the housing market;
- Encourage development of affordable home ownership opportunities as well as affordable rental opportunities;
- Promote renovation and intensification within the Residential Intensification Area; and
- Encourage residential development which would encourage aging in place, affordable home ownership and rental and accessible units.

## Applicable Incentive Programs

The Incentive Programs offered within the Housing Target Area are:

1. Tax Increment Rebate
2. Municipal Fee Rebate
3. Development Charges Rebate
4. Professional Study Grant
5. Public Art Grant<sup>1</sup>

## Financial Incentive Programs Descriptions

### 1. Tax Increment Rebate

**Purpose:** To provide financial incentives to stimulate new private sector investment and the intensification of residential units in the form of development, redevelopment, rehabilitation and/or adaptive reuse of buildings.

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<sup>1</sup> Public Art Grant is only eligible for public art projects located along major arterial roads within the Housing Target Area.

**Description:** Can provide an annual tax increment based rebate of up to 100% in year one (1), 75% in year two (2), 50% in year three (3) and 25% in year four (4) following the completion and occupancy of a building that has been constructed or renovated.

Grant Percentage	Year
100%	1
75%	2
50%	3
25%	4
0%	5

**Eligible Costs:** The incremental amount of the municipal portion of taxes paid by the applicant as a result of the development, redevelopment of the site/project.

## 2. Municipal Fee Rebate

**Purpose:** To provide a rebate for the required municipal fees needed for a project that increases the number of residential units in the form of development, redevelopment, rehabilitation and/or adaptive reuse of buildings.

**Description:** Can provide a rebate of 100% of the municipal fees to a maximum of \$250,000 required for the development or redevelopment of a project. The eligible rebate includes:

- Demolition Permits;
- Building Permits;
- Planning Act Applications<sup>2</sup>;
- Encroachment Agreements; and
- Sign Permits.

**Eligible Costs:** Up to 100% of the municipal fees identified above are eligible to be rebated back to successful applicants up to a maximum of \$250,000.

## 3. Development Charges Rebate

**Purpose:** To provide a grant for the required Development Charges for development in the Housing Target Area.

**Description:** Can provide a rebate of up to 100% of the required Development Charges up to a maximum of \$250,000.

**Eligible Costs:** Applicants can receive a 100% rebate on the required development charges up to a maximum of \$250,000.

## 4. Professional Study Grant

**Purpose:** To provide a financial incentive to offset the cost of hiring a Professional Engineer, Architect and/or a Qualified Designer for the design of a proposed housing project within the Housing Target Area.

**Description:** This program can provide a grant equal to 50% of the cost to a maximum of \$5,000 to hire a Professional Engineer, Architect and/or a Qualified Designer to develop plans and designs for buildings within the Housing Target Area.

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<sup>2</sup> Includes; Official Plan Amendments, Zoning By-law amendments, Draft Plans of Subdivision/Condominium, Consent, Minor Variance, Site Plan Control Agreements.

**Eligible Costs:** Up to 50% of the costs to engage a third party engineer, architect and/or a licensed small building designer for up to a maximum of \$5,000.

## 5. Public Art Grant

**Purpose:** To help to promote uniqueness, sense of place, community spirit and vibrancy along major arterial Roads within the Housing Target Area through the provision of art forms on both public and private properties.

**Description:** Provides a grant of 50% of matching funds to a maximum of \$2,500 for eligible art pieces and displays on public and private property that are clearly visible to the public. The maximum grant per property is \$2,500 with a maximum of one application per property per year. Public Art Grant is only eligible for public art projects located along major arterial roads within the Housing Target Area.

All art pieces and displays must be pre-approved by the City through the Public Art Advisory Committee (PAAC).

**Eligible Costs:** The following types of costs are considered eligible for a grant under this program:

- Materials;
- Installation; and
- Lighting and landscaping that highlights the public art.

Types of work eligible for a grant under the Professional Art Grant:

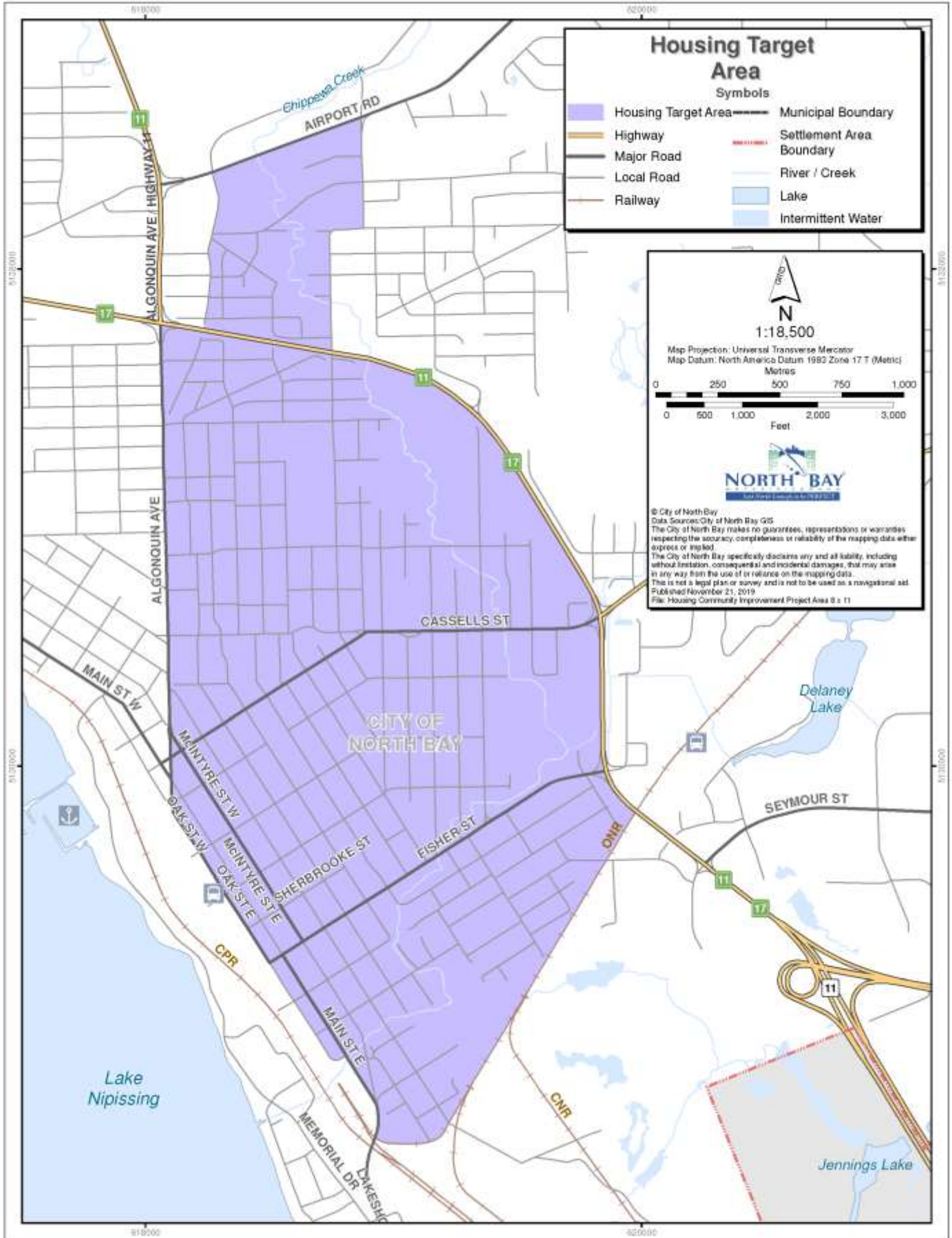
- Murals;
- Sculptures;
- Paintings;
- Local heritage based art pieces and displays;
- Interactive art pieces and displays; and
- Any other art piece approved by the Public Art Advisory Committee.

## Contact Information

For additional information or to obtain an application form, please contact:

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# Schedule A - Housing Target Area



## Appendix A – General Program Requirements

### General Program Requirements

All of the incentive programs contained in this CIP are subject to the following general requirements as well as the individual requirements specified under each incentive program. The general and program specific requirements contained in this CIP are not necessarily exhaustive, and the City reserves the right to include other requirements and conditions as deemed necessary on a property specific basis:

- a) In the Industrial Target Area, the proposed redevelopment, rehabilitation of an existing industrial building in a M1, M2, M3, M4, MBP, MR, MAP-A or MAP-G zone through Zoning By-law 2015-30, as amended, must include a minimum of a 25% increase in useable floor space or have a substantial increase in employment.
- b) An application for any financial incentive program contained in this CIP:
  - i) Can be made only for development, redevelopment, rehabilitation, and/or adaptive reuse of a building or property within the identified target areas of this CIP;
  - ii) Must be submitted to the City prior to the commencement of any works to which the incentive program will apply and prior to the application for a building permit; and
  - iii) Must include plans, drawings, studies, reports, cost and/or other studies, details and information as may be required by the City to satisfy the City with respect to project eligibility, design, performance and conformity with the CIP.
- c) Review and evaluation of an application and supporting materials against program eligibility requirements will be done by City staff and the Chair of Community Services (hereinafter “Review Team”), who will make the decision to approve, deny or defer the application.
- d) Eligibility will be based on the allocated funds to the CIP, and the applications will be dealt with on a first come first serve basis. Applicants may receive partial funding, if the remaining funds cannot meet the request of the applicant.
- e) Applicants applying under this CIP cannot apply for a tax increment grant program under any other applicable CIP or similar incentives. Properties which are located in multiple target areas can only apply for incentives in one target area for the lifetime of this plan;
- f) As a condition of approval, the applicant may be required to enter into a Grant Agreement with the City. This Agreement will specify the terms, duration and default provisions of the incentive to be provided. This Agreement is also subject to approval by Council or Council’s designate;

- g) The City reserves the right to audit the cost of any and all works that have been approved under any of the financial incentive programs, at the expense of the applicant;
- h) The City is not responsible for any costs incurred by an applicant in relation to any of the programs, including without limitation, costs incurred in anticipation of a grant;
- i) If the applicant is in default of any of the general or program specific requirements, or any other requirements of the City, the approved grant may be delayed, reduced or canceled, and the applicant may be required to repay part or all of the approved grant;
- j) The applicant will have one (1) year from the time of approval of the application to submit the required information to receive their grant payment. The applicant may apply for an extension in writing; the Review Team has the authority on behalf of Council to grant extensions. Failure to meet the one (1) year requirement, and where no extensions have been given, the application will be deemed to have been denied and no grants will be given.
- k) The City may discontinue any of the programs contained in the CIP at any time, but applicants with approved grants will still receive said grant, subject to meeting the general and program specific requirements in the allotted time;
- l) Proposed land uses must be in conformity with the Official Plan, Zoning By-law and other planning requirements and approvals;
- m) All proposed works approved under the incentive programs shall conform to provincial laws and City guidelines, by-laws, policies, procedures, and standards;
- n) All works completed must comply with the description of the works as provided in the application form and contained in the grant agreement, if required, with any amendments as approved by the City;
- o) All construction and improvements made to buildings and/or land shall be made pursuant to a Building Permit, and/or other required permits, and constructed in accordance with the Ontario Building Code and all applicable zoning requirements and planning approvals;
- p) Where required by the City, outstanding work orders, and/or orders or requests to comply, and/or other charges from the City must be satisfactorily addressed prior to grant approval or payment;
- q) Property taxes must be in good standing at the time of program application, approval and throughout the entire length of the grant commitment;
- r) City staff, officials, and/or agents may inspect any property that is the subject of an application for any of the incentive programs offered by the City;

- s) The total of all grants and tax assistance provided in respect of the particular lands and buildings for which an applicant is making the application under the programs contained in this CIP and any other applicable CIPs shall not exceed the eligible costs of the improvements to those particular lands and buildings under all applicable CIPs;
- t) An approved application permits City Staff, Officials and/or agents of the City the right to announce approved financial grants once the work has commenced or as agreed upon by the City and the applicant; and
- u) Proponent agrees to provide annual reporting documentation for the entirety of their tax increment period (four (4) years).