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DOWNTOWN KEMPTVILLE COMMUNITY IMPROVEMENT PLAN GUIDELINES

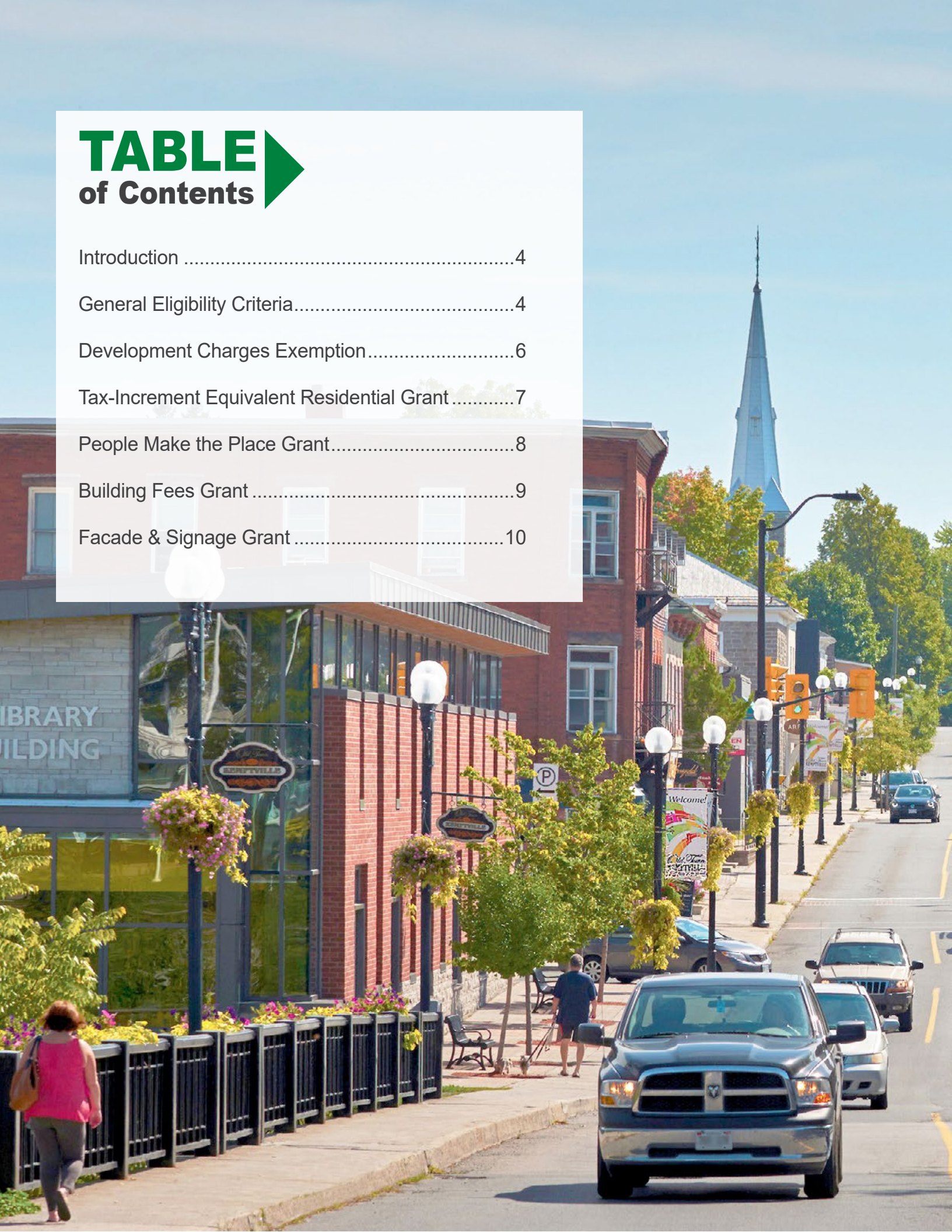


2021



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Introduction ►

The Municipality of North Grenville is determined to see its principal centre for commercial activity become a thriving, vibrant gathering place for locals and visitors, generating employment opportunities and creating a complete community.

The Municipality created the Downtown Kemptville Community Action Plan (DKCAP) to address present and future opportunities in Kemptville's downtown core.

A part of this plan was a suite of new incentive programs through the Community Improvement Plan (CIP) to foster development in downtown Kemptville. In addition, the Municipality has dedicated staff to guide builders, residents, and entrepreneurs through the process.

General Eligibility Criteria ►

General eligibility criteria include:

- » Final eligibility will be determined through the demonstrated success of the project through all stages of application (as required) for planning approval, building permit issuance, and building code compliance, construction, occupancy, financial viability, and revaluation by the Ontario Municipal Property Assessment Corporation (MPAC).
- » All proposed development shall conform to the Official Plan, Zoning Bylaw, Council approved design guidelines, and other planning requirements.
- » Property taxes shall be in good standing at the time of application and throughout the length of any incentive or grant commitments. Where arrears exist, an application will not be approved and/or grants will not be advanced until arrears are eliminated.
- » The property must conform to all property standards.
- » During preparation of its annual budget Council will determine the contribution to be made available to the various CIP programs for the following year. The financial incentive programs available under this CIP will be administered by staff within the budget established by council. Projects will not be approved that result in over-expenditure to what has been allocated to the CIP programs by council.
- » If the applicant is in default of any program requirement or any other requirement of the Municipality the Municipality may delay, suspend, cancel, or reduce the amount of its program approval an/or the financial incentive(s).



- » The Municipality reserves the right to audit any studies and/or works approved under an incentive program.
- » The Municipality may at its discretion and without further amendment to the CIP extend or discontinue any program when and as it deems appropriate. Notwithstanding this, participants in various programs prior to their discontinuation may continue to receive approved incentives/grants after the closing of the program as determined through individual agreement with the Municipality and subject to available funding approved by the Municipality.
- » No application is guaranteed an approval, the Municipality has full authority over all decisions, and final decisions with respect to applications and the allocation of funds shall be made in accordance with the guidelines below.
- » As a condition of approval, the applicant and/or owner of the property may be required to enter into agreements with the Municipality. Depending on the nature of the program applied for, these agreements may be registered on the title of the applicable property. The agreement may be made with

respect to terms, duration, default, penalty, and termination provisions of the financial incentive.

- » Funding will only be provided after an agreement is executed, if required, and once all other conditions have been met.
- » If the funding is recurring over multiple years, then funding will only be issued if appropriate documentation is provided and accepted by the Municipality each year, as required.
- » Works commenced after submitting an application but prior to application approval are done at the applicant's risk.
- » In accordance with Section 28(7.3) of the Planning Act, the total amount of all financial incentives (including any tax assistance) given by the Municipality to a specific development shall not exceed the eligible cost with respect to those lands and buildings.
- » Eligible properties are within the Community Improvement Plan Area (CIPA) outlined in the map below.

Community Improvement Plan Area (CIPA) ►





Development Charges Exemption ►

Objective

Development charges are waived in the downtown core. This is an existing program that may be extended for the life of the DKCAP (end of 2024) with a review of its effectiveness planned for March 2023.

Eligibility

Developments are eligible as per the Development Charges Bylaw.

Municipal Contribution

- » The Municipality will waive all development charges for developments in the Downtown Core as prescribed in the Development Charges Bylaw.

Steps to Follow

- » The applicant will schedule an appointment with the Program Administrator who will determine eligibility. The applicant must be ready to provide information on the property and the proposed project.
- » An agreement will be provided establishing the terms of the development charges waiver.
- » The development charges will not be charged to the property owner.

Tax-Increment Equivalent Residential Grant ►

Objective

The Tax Increment Equivalent Residential Grant (TIERG) program is designed to support the development/intensification of residential (stand-alone or as part of mixed-use developments) in downtown Kemptville.

Eligibility

In addition to the General Eligibility Criteria, the following program-specific eligibility criteria apply:

- » A minimum of four (4) new residential spaces, in stand-alone or mixed-use developments, is proposed to be developed.
- » In mixed-use developments, the grant shall reflect and apply only to the tax increment associated with the residential portion of the development.

Municipal Contribution

- » The maximum amount of the grant is 90% of the annual tax increment, over the agreed base assessment and property tax liability in Year 1, declining by 10% per annum.

- » The maximum duration of the program is 10 years.
- » The maximum total grant amount is limited to the lesser of the total tax increment over the duration of the program or the total eligible costs.
- » The program does not apply to the portion of the tax levied by the United Counties of Leeds and Grenville.
- » The program does not apply to the education portion of the tax rate.

Steps to Follow

- » The applicant will schedule an appointment with the Program Administrator who will determine eligibility. The applicant must be ready to provide information on the property and the proposed project.
- » An agreement will be executed establishing the terms of the tax rebates.
- » After completion of the construction of the residential units and a reassessment by MPAC, the Municipality will establish the rebate schedule.
- » The rebates will be paid after the applicant has paid their annual taxes in entirety.

Duration/Period	Grant Share	Annual Tax Increment on Municipal Portion	Grant Value Payable	Taxes Retained by Municipality
Year 1	90%	\$50,000	\$45,000	\$5,000
Year 2	80%	\$50,000	\$40,000	\$10,000
Year 3	70%	\$50,000	\$35,000	\$15,000
Year 4	60%	\$50,000	\$30,000	\$20,000
Year 5	50%	\$50,000	\$25,000	\$25,000
Year 6	40%	\$50,000	\$20,000	\$30,000
Year 7	30%	\$50,000	\$15,000	\$35,000
Year 8	20%	\$50,000	\$10,000	\$40,000
Year 9	10%	\$50,000	\$5,000	\$45,000
Year 10	0%	\$50,000	\$0	\$50,000
Total		\$500,000	\$225,000	\$275,000

People Make the Place Grant ►



Objective

The People Make the Place Grant will provide development incentives to encourage the construction and operation of multiple-unit residential developments. New and expanded multiple-unit residential developments will be eligible to apply for the People Make the Place Grant (“Grant”).

Eligibility

In addition to the General Eligibility Criteria, the following program-specific eligibility criteria apply:

- » “Multiple-unit housing” means any formation of multiple-unit residential development and may be a rental or condominium development with four (4) additional units
- » The Grant is for new, previously unoccupied units in multiple-unit housing. An owner who constructs new multiple-unit housing with four (4) or more units or adds four or more units to existing multiple-unit housing is eligible to apply for the Grant for each resulting unit (“eligible unit”).
- » The Grant will not be awarded retroactively for multiple-unit housing projects that have already been issued a building permit as of the date of the adoption of this policy, including permits that were cancelled or were lapsed as of that date and reapplied for in an effort to receive the Grant.

Municipal Contribution

Subject to the criteria set out above, a \$5,000 Grant will be awarded on a per residential unit basis and paid in one installment.

Steps to Follow

- » The applicant will schedule an appointment with the Program Administrator who will determine eligibility. The applicant must be ready to provide information on the property and the proposed project.
- » An agreement will be executed establishing the terms of the Grant.
- » The Grant will be paid according to the terms of the agreement upon occupancy of the applicable units.

Building Fees Grant ►

Objective

The Building Fees Grant (“Grant”) is in place to reduce the burden of developing residential units.

Eligibility

In addition to the General Eligibility Criteria, the following program-specific eligibility criteria apply:

- » “Multiple-unit housing” means any formation of multiple-unit residential development and may be a rental or condominium development with four (4) or more units.
- » The Grant is for new previously unoccupied units in multiple-unit housing. An owner who constructs new multiple-unit housing with four (4) or more units or adds four (4) or more units to existing multiple-unit housing is eligible to apply for the Grant for each resulting unit (“eligible unit”).

Municipal Contribution

Building fees are rebated up to a maximum of 50% up to \$2,500. Fees are rebated and not waived outright. Fees are to be paid when due and will be reimbursed to approved applicants, to a maximum set by Council each year, upon the execution of required agreements, and proof of occupancy. Fees associated with any other municipal process, or outside agencies are not subject to the rebate.

Steps to Follow

- » The applicant will schedule an appointment with the Program Administrator who will determine eligibility. The applicant must be ready to provide information on the property and the proposed project.
- » An agreement will be executed establishing the terms of the Grant.
- » The Grant will be paid according to the terms of the agreement upon occupancy of the applicable units.



Façade & Signage Grant ►

Objective

The Façade & Signage Grant ("Grant") provides funding to eligible downtown property owners and tenants who want to make street-oriented building façade improvements. Grants are only considered for proposals that offer:

- » High-quality storefront and façade design.
- » High quality signage.
- » Preservation and enhancement of upper-storey facades.

Eligibility

In addition to the General Eligibility Criteria, the following program-specific eligibility criteria apply:

- » The property must have commercial (retail, restaurant and dining establishments, services) uses on the ground floor.

If the total value of all grant applications exceeds the amount of funding available, the applications will be rated based on predetermined criteria. The applications that receive the highest scores will be eligible to receive a Grant.

Our criteria includes, but is not limited to:

- » Quality of design.
- » Quality of materials used.
- » Improved exterior lighting.

Properties that have received a Façade & Signage Grant within the last five years (including under the previous CIP program) are not eligible.

Municipal Contribution

- » Eligible downtown property owners and merchants/business owners are eligible to receive Grants of up to \$10,000 per street address or storefront.



- » The value of a grant cannot exceed 50% of the total cost of the eligible work. In other words, if your grant application is approved, we may pay up to half of the total cost of your project.

Steps to Follow

- » The applicant will schedule an appointment with the Program Administrator who will determine eligibility. The applicant must be ready to provide information on the property and the proposed project.
- » An agreement will be executed establishing the terms of the Grant.
- » The Grant will be paid according to the terms of the agreement upon completion of the project.