

## **1. Program Description**

This program provides a financial incentive in the form of a grant that reduces the Town development charges normally payable on rehabilitation, redevelopment, infill and intensification projects.

## **2. Who can apply?**

Only owners of properties within the Industrial Lands and Rural Areas Community Improvement Project Area that meet the program eligibility requirements may apply.

The Town retains the right and absolute discretion to reject an application received from a person or corporation which in the opinion of the Town or its professional advisers, does not possess the experience, financial, technical, personnel or other resources that may be required to carry out the obligations that the applicant proposes to assume under the terms of its application and grant agreement.

## **3. How does the Program work?**

### **Industrial**

The Owner or Developer pays 100% of the Town development charges (DC) payable on the date that the building permit is issued (where DC's are to be applied to such a building or structure).

Up to 50% or \$60,000 of the payable charge (whichever is less) is reimbursed by the Town to the Owner in the form of a grant based on the in-force DC rates at the time of application.

The Grant program is eligible only to lands that are designed or zoned for industrial purposes.

The Town disburses the DC reduction grant at occupancy of the building (occupancy defined per the Ontario Building Code Act), but only when it has been demonstrated to the Town's satisfaction that the development has been constructed in accordance with the requisite Planning Approvals (completion of site plan works for example) and Building Permits.

### **Rural Areas**

The Owner or Developer pays 100% of the Town development charges (DC) payable on the date that the building permit is issued (where DC's are to be applied to such a building or structure).

Up to 50% or \$60,000 of the payable charge (whichever is less) is reimbursed by the Town to the Owner in the form of a grant based on the in-force DC rates at the time of application.

The Grant program is eligible only to:

- Projects on land within the 'Agricultural Area' as designated in the Town's Official Plan (comprising Specialty Agricultural and Prime Agricultural lands); and
- Where development is for 'on-farm diversified' and/or 'agriculture-related' uses as defined in the Town of Lincoln Official Plan, or equivalent uses to these in the Niagara Escarpment Plan Area, and
- Where in the Town's assessment such uses, or portion thereof, attract 'industrial or commercial' DC's.

'Value-added' agricultural uses defined as 'Home Occupations' and 'Home Industries' in the Town's Official Plan are not eligible for support through this program.

The Town disburses the DC reduction grant at occupancy of the building (occupancy defined per the Ontario Building Code Act), but only when it has been demonstrated to the Town's satisfaction that the development has been constructed in accordance with the requisite Planning Approvals (completion of site plan works for example) and Building Permits

**4. What types of properties/projects are eligible for the development charge reduction?**

All development within the Community Improvement Project Area that is not exempt from payment of development charges.

**5. What conditions must be met to be eligible for a development charge reduction?**

In addition to the General Program Requirements, the following program specific requirements must also be met:

- (a) The Town may require submission of a Business Plan, with said Plan to the Town satisfaction; and
- (b) The applicant will be required to submit an estimate of the total cost of the rehabilitation/redevelopment works prepared by a bonafide licensed contractor.

**6. Is there a fee to apply?**

No.

**7. When will the grant funds be advanced?**

If the applicant has applied for, and been approved for, the grant equal to 50% of the development charges normally payable, up to a maximum of \$60,000 per property, this grant will be paid only once:

- (a) The eligible project is complete;
- (b) Final building inspections have taken place;
- (c) An occupancy permit has been issued (as applicable);
- (d) All site works have been complete; and
- (e) All deficiencies have been addressed.

**8. What are the default provisions?**

The default provisions are contained in the Grant Agreement. Payment of the grant reduction may be delayed or cancelled if:

- (a) Property taxes are in arrears;
- (b) The building is demolished or any of the heritage features are altered in any way that would compromise the reason for designation;
- (c) The applicant declares bankruptcy;
- (d) The applicant uses the grant for works that are not eligible for this program;
- (e) The applicant fails to maintain the improvements as required in the Grant Agreement; and
- (f) The applicant is in default of any of the provisions of the Grant Agreement.

**9. How do I apply for a grant?**

- (a) Arrange a pre-application meeting with Staff in order to determine program eligibility, proposed scope of work, project timing, etc.; and
- (b) If authorized to apply for a grant, complete and submit an application form. Ensure that all required signatures have been provided and that the application is accompanied by all required documentation as shown in the required documents checklist.

**10. What happens next?**

- (a) Applications and supporting documentation are reviewed by Staff to ensure that they meet all of the eligibility requirements. If your application does not meet the eligibility requirements, you will be notified of this in writing;
- (b) Staff may request clarification or additional supporting documentation;
- (c) Staff will perform an initial site visit(s) and inspection(s) of the property (if necessary).
- (d) A recommendation on the grant application is made by Staff and forwarded to Council or Council's designate;
- (e) If your application is approved by Council or Council's designate, the Grant Agreement is then executed by the Town. A copy of the executed agreement(s) is then returned to you for your records;

- (f) Construction of the approved works may now commence, subject to issuance of a building permit(s);
- (g) Contact staff toward construction completion;
- (h) Upon completion of the project, submit “after” picture(s) of the completed project and any other required documentation proving completion of the project;
- (i) Upon completion of works, staff will conduct a final site visit(s) and inspection(s) (as necessary) to ensure compliance with the Grant Agreement any permits pursuant to the *Ontario Heritage Act*;
- (j) Upon review and approval of all submitted documentation, the Town will issue a grant cheque to the applicant for the Development Charge Reduction Grant.

For further information on this program, please contact the Planning and Development Department.