



**Exeter Community Improvement & Streetscape
Design Plan**

Incentive Programs Information Package

Available Incentive Programs:

- Facade Improvement Program
- Rear Parking Lot Improvement Grant Program
- Tax Increment Equivalent Grant Program
- Brownfields Financial Tax Incentive Program
- Planning Fee & Development Charge Grant Program

See pages 75 – 85 of the Exeter Community Improvement & Streetscape Design Plan for further details on these incentive programs.



Municipality of South Huron Facade Improvement Program

What is it?	<ul style="list-style-type: none"> • A Municipality of South Huron program that encourages eligible building owners to improve their façade • A façade includes the face of the building fronting Main Street and any other face where the public enters a commercial establishment. • Qualifying property owners may be eligible for a one-time grant worth 50% of facade improvement costs, up a maximum of \$5,000 for each facade having street or side laneway frontage • Where buildings exceed two storeys, the grant may be increased by \$1,000 for each storey above the second storey
Why is the program in place?	<ul style="list-style-type: none"> • The Facade Improvement Program will strengthen the role of the Exeter Downtown as a commercial and retail centre • To promote investment activity, and promote the maintenance and appearance of buildings and compliment any existing and future municipal service and streetscape improvements
What buildings are eligible?	<ul style="list-style-type: none"> • All building facades having street frontage along Main Street, including corner lots, within the Historic Core of the Exeter Community Improvement and Streetscape Design Plan Project (CISDP) Area • The Historic Core is bounded by Waterloo Street to the south, Victoria Street to the north, and all properties that front onto the east side of William and the west side of Andrew Street
Who qualifies for assistance?	<ul style="list-style-type: none"> • Registered property owners or authorized applicants • Property taxes must be in good standing; no previous default history • Must submit 2 quotes in support of the proposed work before work starts • Applicants are not bound to accept the lowest quote, however the grant will be based on the lowest relevant quote • Must obtain all applicable permits (building permit, sign, etc.)
What costs are eligible?	<ul style="list-style-type: none"> • Cost of materials • Equipment and contracted labour to complete eligible improvements based on the lower of a minimum of 2 cost quotations • Fees of a professional engineer, architect or other design consultant if the actual construction work is completed
Are there any timing limits?	<ul style="list-style-type: none"> • A complete application must be submitted to the Municipality and meet all eligibility criteria for approval, prior to commencing any work • Retroactive works are not eligible • All claims must be submitted by the end of the year the work is completed
Is the funding guaranteed to be available?	<ul style="list-style-type: none"> • The Façade Improvement Program is subject to funds being available • It is the right of South Huron Council to cap the maximum available funding for any and all financial incentive programs to a specified amount per Municipal fiscal year, giving Council or a designate approved by Council the right to offer financial incentives to eligible projects on a “first come, first served” basis

What type of improvements are eligible?

- Restoration of brick work or cladding, or the installation of new cladding
- Replacement or repair of cornices, eaves and parapets
- Window and door repairs and/or exterior painting
- Cleaning in a manner that is not detrimental to the facade
- Entranceway modifications, including improvements for accessibility for those with disabilities or special needs
- Signboard improvement, in accordance with Municipal by-laws (note: window signage is not an eligible item)
- Exterior lighting
- Repair, replacement or the addition of awning and canopies
- Replacement of facade appointment (e.g. decorative or architectural details) original in place during the initial construction of the building
- Similar repairs, and/or improvements to the building exterior as may be approved by Council or Council's designate

When would I receive the grant?

- Standard commitment agreement has been signed
- Improvements have been completed and paid for (submission of all paid receipts)
- Inspection has been carried out by Municipal staff
- Reimbursement requests must be submitted before the end of the year in which work is completed

What if the program is discontinued?

- The Facade Improvement Program can be discontinued at any time
- Applicants with approved grants at the time of discontinuation will continue to receive the grant, provided that works continue to meet the application requirements as approved in principle

How do I apply?

- Application may be picked up at the Development Services Department
- Once application submitted, a tax certificate will be requested from the Financial Services Department to confirm there are no outstanding taxes owing on the subject property
- Municipal staff will receive the application, review, and make a recommendation to Council
- The CAO may at his or her discretion request that the Heritage Committee provide comments to Council regarding the impacts of the proposed changes to the historical aspects for the building.
- Council will make a decision regarding the eligibility of the application and the grant amount through resolution

Do I need to enter any agreements?

- The registered property owner will be required to enter into a standard commitment agreement with the Municipality stipulating:
 - Timetable for provision of assistance and completion of project
 - An undertaking by the owner to satisfy all municipal and other relevant laws and requirements for the project
 - All taxes and fees owing to the Municipality will be kept current and up-to-date prior to approval; agreement and/or payments will be terminated and/or payments may be reclaimed should taxes or fees fall into arrears during the project



Municipality of South Huron Rear Parking Lot Improvement Grant Program

What is it?

- A Municipality of South Huron program that encourages eligible property owners to create rear parking lot opportunities
- Qualifying property owners may be eligible for a grant up to 50% of the costs associated with creating paved rear lot parking that is shared with the public, up a maximum of \$500 per parking space plus \$1,000 per 10 metres of laneway which is created for circulation
- Total for each qualifying grant will be capped to a maximum of \$5,000

Why is the program in place?

- Parking availability is an important element in attracting residents, visitors and store patrons
- Rather than investing in additional parking lots or devoting more street space to on-street parking, it would be a more effective strategy to improve existing paved areas such as those located behind or adjacent to existing commercial areas
- Encouraging abutting property owners to coordinate parking behind their stores maximizes the number of potential parking spaces on existing asphalt surfaces

What areas are eligible?

- Properties along Main Street, including corner lots, with existing rear parking lots located within the Historic Core of the Exeter Community Improvement and Streetscape Design Plan (CISDP) Project Area.
- Historic Core district is bounded by Waterloo Street to the south, Victoria Street to the north, and all properties that front onto the east side of William and the west side of Andrew Street
- New developments, where parking must be provided under zoning and/or site plan regulations, are not eligible

Who qualifies for assistance?

- Registered property owners or authorized applicants
- Property taxes must be in good standing
- Must submit 2 quotes in support of the proposed work
- Applicants are not bound to accept the lowest quote, however the grant will be based on the lowest relevant quote
- Must obtain all applicable permits (building permit, etc.)
- Applicants are encouraged to submit joint applications to facilitate a connected network of shared parking lots
- Municipality reserves the right to defer or reject applications where adjacent or nearby property owners choose not to participate in shared use agreements and this inhibits legal access to the applicant's property

What costs are eligible?

- Cost of materials to surface and mark parking areas
- Equipment and contracted labour to complete eligible improvements based on the lower of a minimum of 2 cost quotations
- Fees of a professional engineer, planner, landscape architect, land surveyor, or other design consultant **if the construction is completed**

Are there any timing limits?

- A complete application must be submitted to the Municipality and meet all eligibility criteria for approval, prior to commencing any work.
- Retroactive works are not eligible

<p>Is the funding guaranteed to be available?</p>	<ul style="list-style-type: none"> • The Rear Parking Lot Improvement Program is subject to funds being available • It is the right of South Huron Council to cap the maximum available funding for any and all financial incentive programs to a specified amount per Municipal fiscal year, giving Council or a designate approved by Council the right to offer financial incentives to eligible projects on a “first come, first served” basis
<p>What type of improvements are eligible?</p>	<ul style="list-style-type: none"> • Resurfacing • Stripping • Installation of accessible parking spaces • Wheel stops • Drainage improvements • Safety improvements • Pedestrian circulation areas within or providing access to parking lots • Pedestrian amenities (ie. landscaping, street furniture, pathway creation)
<p>When would I receive the grant?</p>	<ul style="list-style-type: none"> • Shared access agreement has been signed • Improvements have been completed and paid for (submission of all paid receipts) • Inspection has been carried out by Municipal staff • Reimbursement requests must be submitted before the end of the year in which work is completed
<p>What if the program is discontinued?</p>	<ul style="list-style-type: none"> • The Rear Parking Lot Improvement Program can be discontinued at any time • Applicants with approved grants at the time of discontinuation will continue to receive the grant, provided that works continue to meet the application requirements as approved in principle
<p>How do I apply?</p>	<ul style="list-style-type: none"> • Application may be picked up at the Development Services Department. • Once application submitted, a tax certificate will be requested from the Financial Services Department to confirm there are no outstanding taxes owing on the subject property • Municipal staff will receive the application, review, and make a recommendation to Council • Council will make a decision regarding the eligibility of the application and the grant amount through resolution
<p>Do I need to enter any agreements?</p>	<ul style="list-style-type: none"> • Registered property owner will sign a shared access agreement with the Municipality stipulating: <ul style="list-style-type: none"> ○ Timetable for provision of assistance and completion of project ○ An undertaking by the owner to satisfy all municipal and other relevant laws and requirements for the project ○ All taxes and fees owing to the Municipality will be kept current and up-to-date prior to approval; agreement and/or payments will be terminated and/or payments may be reclaimed should taxes or fees fall into arrears during the project development ○ Agreement to permit rear lot access and annually contribute a share of maintenance costs associated with the entire parking circulation system (that may include adjacent and nearby property owners)



Municipality of South Huron Tax Increment Equivalent Grant Program

What is it?	<ul style="list-style-type: none">• Municipality of South Huron program to provide financial incentive for the redevelopment of lands or buildings• Provides a reduction in the increase in the municipal portion of property taxes resulting from the property's reassessment due to its redevelopment• Qualifying property owners may be eligible for 50% of the Municipal portion of the property tax differential (difference between predevelopment and post-development assessment)
Why is the program in place?	<ul style="list-style-type: none">• <i>Tax Increment Finance Act</i> allows municipalities to provide a grant for the amount of the incremental tax increase associated with developing or redeveloping a property• Providing this incentive offers property developers or redevelopers upfront funding to assist with the project undertaking and is seen as a stimulus to investment in the Exeter Community Improvement and Streetscape Design Plan (CISDP) Project Area
What properties are eligible?	<ul style="list-style-type: none">• Properties in the South Bank District of the CISDP Project Area• South Bank District represents Main Street properties which are bounded by Victoria Street to the south, Church Street to the north, and all properties situated on the east side of William and the west side of Andrew Street
Who qualifies for assistance?	<ul style="list-style-type: none">• Registered property owners or authorized applicants• Property taxes must be in good standing; no previous default history
What works are eligible?	<ul style="list-style-type: none">• Eligible works are projects through which the assessed value of the property increases by no less than 25% as a result of the development, redevelopment or rehabilitation• Furthermore, projects that involve development, redevelopment or rehabilitation of more than 25% of the existing gross floor area are considered to be eligible
Are there any timing limits?	<ul style="list-style-type: none">• Grants will be disbursed over a maximum of 10 years with 50% of the increase in the municipal tax increment granted in the first year• The amount of subsequent grants will be decreased by 10% each year thereafter, up to a maximum of 10 years
Is the funding guaranteed to be available?	<ul style="list-style-type: none">• The value of the grant provided through this and other financial incentives shall not exceed the total cost of rehabilitation the lands or buildings• The Tax Increment Equivalent Grant Program is subject to funds being available• It is the right of South Huron Council to cap the maximum available funding for any and all financial incentive programs to a specified amount per Municipal fiscal year, giving Council or a designate approved by Council the right to offer financial incentives to eligible projects on a "first come, first served" basis

When would I receive the grant?

- Improvements have been completed and paid for (submission of all paid receipts)
- The Municipality will contact the Municipal Property Assessment Corporation (MPAC) upon project completion to determine the re-assessment value
- Inspection has been carried out by Municipal staff
- Reimbursement request must be submitted before the end of the year in which work is completed

What if the program is discontinued?

- The Tax Increment Equivalent Grant Program can be discontinued at any time
- Applicants with approved grants at the time of discontinuation will continue to receive the grant, provided that works continue to meet the application requirements as approved in principle.

How do I apply?

- Application may be picked up at the Development Services Department
 - Once application submitted, a tax certificate will be requested from the Financial Services Department to confirm there are no outstanding taxes owing on the subject property
 - Municipal staff will receive the application, review, and make a recommendation to Council
 - Council will make a decision regarding the eligibility of the application and the grant amount through resolution
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Municipality of South Huron Brownfields Financial Tax Incentive Program

What is it?	<ul style="list-style-type: none">• Municipality of South Huron program to encourage the cleanup and redevelopment of brownfield properties by providing tax assistance• Eligible properties can qualify for cancellation of up to 100% of property taxes for municipal and school purposes during the rehabilitation or development period• The terms “rehabilitation period” and “development period” shall have the same meanings as set out in Section 365.1 of the <i>Municipal Act</i>, 2001
Why is the program in place?	<ul style="list-style-type: none">• Assistance is provided in recognition that brownfield sites have increased costs due to the need to undertake environmental site assessments and site rehabilitation• If these upfront costs can be reduced, economic feasibility for a brownfield redevelopment/reuse may be enhanced• While there are no contaminated sites in the Exeter Community Improvement and Streetscape Design Plan (CISDP) Project Area at present, there are a number of light industrial properties that may require remediation in the future if a redevelopment is proposed.
What properties are eligible?	<ul style="list-style-type: none">• All properties within any district of the CISDP Project Area• This area includes all properties that front along Main Street and Thames Road, as well as all properties on the east side of William Street and west side of Andrew Street• This Area is bound by the settlement area boundaries of Exeter
What costs are eligible?	<ul style="list-style-type: none">• Cost of preparation of Phase I or II environmental site assessments or site specific risk assessments by qualified professionals (qualified professionals are those as defined by Ontario Regulation 153/04, as amended)• Identification and removal of designated substances• Environmental remediation, including costs of preparing a Record of Site Condition
What works are eligible?	<ul style="list-style-type: none">• Eligible properties (as defined under Section 365.1 of the <i>Municipal Act</i>), means a property for which a Phase II environmental site assessment has been conducted and indicates that the property did not meet the standards under Section 168.4(4) of <i>Environmental Protection Act</i> to permit the filing of a Record of Site Condition in the Environmental Site Registry• Eligible properties will also include those where a site specific risk assessment has been completed to identify work required to comply with a certificate of property use issued under the <i>Environmental Protection Act</i>
Are there any timing limits?	<ul style="list-style-type: none">• To qualify for tax assistance, applications must be submitted to the Municipality prior to any remediation works being undertaken

Is the funding guaranteed to be available?

- The total amount of property taxes cancelled during the rehabilitation and development periods for a property shall not exceed the total eligible costs of the work required to prepare a Record of Site Condition that is acceptable to the Ministry of the Environment
- The Brownfields Financial Tax Incentive Program is subject to funds being available
- It is the right of South Huron Council to cap the maximum available funding for any and all financial incentive programs to a specified amount per Municipal fiscal year, giving Council or a designate approved by Council the right to offer financial incentives to eligible projects on a “first come, first served” basis

When would I receive the grant?

- By-law passed containing conditions required by the Municipality, County and Minister of Finance
- Municipality requests the Province provide relief for the education portion of taxes and request the County of Huron to provide relief from the County portion of municipal taxes
- Applicant provides estimates, prepared by qualified professionals, of the cost of rehabilitating the property to permit the filing of a Record of Site Condition with the Environmental Site Registry and the cost of complying with any certificate of property use issued under the *Environmental Protection Act*
- Rehabilitation has been completed and paid for (submission of all paid receipts)
- Inspection has been carried out by Municipal staff
- Requests for reimbursement must be submitted before the end of the year in which work is completed

What if the program is discontinued?

- The Brownfields Financial Tax Incentive Program can be discontinued at any time
- Applicants with approved grants at the time of discontinuation will continue to receive the grant subject to the terms of the approved application, provided that works continue to meet the requirements of the application as approved in principle

How do I apply?

- Application may be picked up at the Development Services Department
 - Once application submitted, a tax certificate will be requested from the Financial Services Department to confirm there are no outstanding taxes owing on the subject property
 - Municipal staff will receive the application, review, and make a recommendation to Council
 - Council will make a decision regarding the eligibility of the application and the relief amount through resolution
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Municipality of South Huron Planning Fee & Development Charge Grant Program

What is it?

- Municipality of South Huron program to promote the improvement, development, redevelopment, and/or building preservation by waiving a portion of the Development Charges as well as the municipal planning and building fees
- Fees that can potentially be waived are planning application fees (municipal portion only), site plan approval fees, development charge fees, building permit fees, official plan or zoning amendment fees
- Grant eligible for 100% of application fees, up to a maximum of \$3,000 per applicant
- For the Development Charges portion, the grant is equal to 50% of the sum of the fees paid under the Development Charges By-law, applicable to “soft services” (such as emergency and community services, parks and recreation, growth studies, etc.). Soft services generally refer to those not falling under those described under Section 5(5) of the *Development Charges Act, 1997*.
- The maximum total grant available through this program will be capped at \$200,000

Why is the program in place?

- While planning and building fees may not be seen as being prohibitive to discourage or stimulate investments, they do represent another opportunity for property owners, particularly smaller business owners/property developers to increase their return on investment through the reduction of upfront costs
- Exempting development charges in preferred growth areas stimulates investment in desired areas and makes them competitive with greenfield developments by reducing the end cost to the developer and ultimately the consumer

What properties are eligible?

- Properties within the South Bank District of the Exeter Community Improvement and Streetscape Design Plan (CISDP) Project Area
- This district is considered to be bounded by Victoria Street to the south, Church Street to the north, and all properties situated on the east side of William and the west side of Andrew Street

What works are eligible?

- New residential, commercial, or mixed-use developments proposed for vacant lots (including parking lots) located within the eligible districts
- Expansion or redevelopment to commercial or mixed-use buildings that results in the addition of new commercial or residential units
- Conversion of non-commercial space to commercial or mixed-used space

Are there any timing limits?

- The grant will be provided to the applicant upon successful completion of the approved work
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Is the funding guaranteed to be available?

- The Planning Fee and Development Charge Program is subject to funds being available
- It is the right of South Huron Council to cap the maximum available funding for any and all financial incentive programs to a specified amount per Municipal fiscal year, giving Council or a designate approved by Council the right to offer financial incentives to eligible projects on a “first come, first served” basis
- Waiving of development charge is subject to an amendment to the Development Charges By-law

When would I receive the grant?

- Improvement, development, redevelopment, and/or building preservation has been completed and paid for (submission of all paid receipts)
- Inspection has been carried out by Municipal staff
- Reimbursement requests for reimbursement must be submitted before the end of the year in which work is completed

What if the program is discontinued?

- The Planning Fee and Development Charge Grant Program can be discontinued at any time
- Applicants with approved grants at the time of discontinuation will continue to receive the grant subject to the terms of the approved application, provided that works continue to meet the requirements of the application as approved in principle

How do I apply?

- Application may be picked up at the Development Services Department.
 - Once application submitted, a tax certificate will be requested from the Financial Services Department to confirm there are no outstanding taxes owing on the subject property
 - Municipal staff will receive the application, review, and make a recommendation to Council
 - Council will make a decision regarding the eligibility of the application and the grant amount through resolution
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