



**CITY OF THUNDER BAY – *CARP* - CORE AREA RENEWAL PROGRAM
DOWNTOWN - FINANCIAL INCENTIVES**

Planning & Building Fee Grant Program

This financial incentive program is empowered by the Community Improvement Plan adopted by City Council, for the Downtown Core Areas and the Simpson Street Business Improvement Area (BIA). It is being provided to stimulate investment and development, by both business and residential property owners or tenants, in the north and south community improvement plan project areas.

PROGRAM INFORMATION

The intent of this program is to stimulate investment through the provision of a grant to those who wish to invest in property improvement. The grant would apply to most municipal fees for planning applications (Official Plan and Zoning By-law Amendments, Minor Variances, Statements of Approval, Consents to Sever, Site Plan Control and Development Agreements, Plans of Subdivision or Condominium) and to building permit applications.

Assistance will be in the form of a grant that has the effect of refunding the fee for a planning approval or a building permit. Assistance will be provided to a property owner or tenant, depending on who paid the original application fee. This program will commence upon approval of this Community Improvement Plan by the Minister of Municipal Affairs and Housing and continue for a period ending December 31, 2013. The amount of the grant shall equal 100% of the amount paid for the application(s).

Payment of fees will be required by the City at the application stage for a planning approval(s) or building permit. In the case of applications other than those relating to agreements, or building permits, the grant will be paid upon a decision on the application being made by Council or the Committee of Adjustment. In the case of applications for agreements to provide works or facilities, or for building permits, the grant would be paid once final inspections and clearances by the City are approved. This program will not apply to any performance or maintenance guarantees (ie. letters of credit) posted by the proponent, required professional studies, or to expenses including deposits incurred by the applicant because of the City's participation at the Ontario Municipal Board or Court proceedings. The cost of any required newspaper notices will also not be included.

Eligibility Requirements

The eligibility requirements for this program are as follows:

- a) Any property owner or tenant may apply to the City's Development Services Department at the time of making an application(s) for a planning or building permit approval.
- b) To qualify, property owners or tenants must satisfy the following conditions:
 - The property must be located within the boundaries of either the north core project area or south core project area of this Community Improvement Plan;
 - The subject property shall not be in a position of property tax arrears; and
 - Outstanding work orders from the City's Building Division or Thunder Bay Fire & Rescue Services, and requests to comply from the Licensing & Enforcement Division, must be addressed prior to a rebate being given.

Implementation and Administration

Funds, whether in the form of tax exemptions or direct grants or loans, made to applicants under any of the programs described in the Downtown Core Areas and Simpson Street Business Improvement Area Community Improvement Plan, shall not exceed the costs incurred by the developers associated with their projects.

Owners or tenants of property that wish to participate in the program must register their intention to participate at the time of filing an application for Planning or Building approval by completing a Planning & Building Fee Grant Program Application Form. The City will always receive the fees relating to a specific application.

The Development Services Department will be responsible for the administration of the program. Upon payment of a required application fee, the Development Services Department will process the fee in the normal manner. Once the conditions for a grant have been cleared, the Development Services Department will request the Finance Department to issue payment to the owner or tenant.

The implementation of this program and the calculation of the grants shall be in the sole discretion of the City. All grants shall be awarded on an individual basis.

From time to time, the City may review and amend any of the terms of the program, as described in the Community Improvement Plan, without amendment to the plan.

Application Forms may be submitted by Fax to (807) 623-2206, by mail to:

**CARP – Core Area Renewal Program
Development Services Department
Second Floor , Victoriaville Civic Centre
111 Syndicate Avenue South, P. O. Box 800
Thunder Bay, On, P7C 5K4**

Or may be submitted by e-mail to: shuzan@thunderbay.ca