

# Memorandum

Date: March 22, 2022

To: Members of Council

From: Sandra Dolson, Economic Development Officer

Subject: Community Improvement Plans Annual Update

Community improvement planning is a tool under the *Planning Act* than can be used by municipalities to advance goals of enhancing economic vitality and physical appearance of the community and address key community planning and urban design issues.

Community Improvement Plans (CIPs) establish frameworks that guide community improvement through the identification of a Municipal Leadership Strategy and Financial Incentive Programs. The companion Design Guidelines provide additional guidance for community improvement by identifying design principles and guidelines with respect to built form, facades, streetscape, and open spaces.

Currently there are 3 CIPs in Caledon:

- Bolton – adopted April 21, 2009, amended April 5, 2011
- Caledon East – adopted January 14, 2014
- Six Villages – adopted April 12, 2016 (includes: Alton, Caledon Village, Cheltenham, Inglewood, Mono Mills and Palgrave)

CIPs are living documents that are monitored and amended as necessary. It is anticipated that the CIPs will be implemented over a 10-year period. Implementation of the CIPs promotes beautification and prosperity, improves form and function, and enhances environmental features within the Project Areas.

As part of the Monitoring Program contained in the CIPs a periodic review is recommended to determine effectiveness.

The Bolton CIP was adopted in 2009. In September 2021 a full review of the CIP, Community Improvement Project Area (CIPA) and Design Guidelines was initiated. The updated Bolton CIP, CIPA and Guidelines will be before Council for consideration on April 19, 2022.

The CIPs contain Financial Incentive Programs and a Municipal Leadership Strategy (Strategy). The Strategy will apply municipal resources to contribute to, motivate, and assist in community improvement activities and undertakings, while the Financial Incentive Programs are used to motivate private property investment by offsetting costs.

Municipal Leadership Strategy objectives and progress to date are attached as Schedule A.

## Financial Incentive Programs

### Bolton CIP

Within the 2009 Bolton CIP there are 8 Financial Incentive Programs:

- tax increment equivalent grants
- development charge grants
- application and permit fee grants
- building and façade improvement
- energy efficiency retrofit grants
- landscape improvement grants
- mixed use construction/conversion grants
- environmental study grants

Financial Incentive Program applications received since the adoption of the Bolton CIP are as follows:

Year Application Received	Number of Applications Received	Type of Grant Program Applied For	Total Grants Paid or Committed	Investment by Property Owners*
2009	0	N/A	\$0.00	\$0.00
2010	2	Building & Façade, Landscape	\$10,373.68	\$20,747.35
2011	6 (1 cancelled due to sale of property)	Building & Façade, Landscape, Energy Efficiency Retrofit, Application Fees	\$34,372.00	\$105,386.00
2012	1	Building & Façade, Landscape Application Fees	\$22,957.60	\$700,000.00
2013	0	N/A	\$0.00	\$0.00
2014	3	Building & Façade, Landscape, Signage, Energy Eff. Retrofit, Application Fees	\$67,788.28	\$318,428.00
2015	4 (1 denied due to tax arrears)	Signage, Development Charges, Application Fees	\$88,058.50	\$7,350,000.00
2016	3	Façade, Energy Efficiency, & Landscape	\$25,022.50	\$95,040.00
2017	3	Façade, Sign & Landscape	\$28,996.25	\$73,446.00
2018	5	Building & Façade, Signage, Energy Eff. Retrofit, Application Fees	\$67,449.53	\$6,173,600.00
2019	3	Building & Façade, Signage, Energy Eff. Retrofit	\$43,207.06	\$291,382.00
2021	4	Building & Façade, Signage, DCs, Application Fees	\$74,121.76	\$2,932,645.00

\*As estimated by the property owners.

## Caledon East CIP

Within the Caledon East CIP there are 6 Financial Incentive Grant Programs:

- tax increment equivalent grants
- building, façade and signage improvement grants
- application and permit fee grants
- energy efficiency retrofit grants
- landscape improvement grants
- historic property improvement grants

Financial Incentive Program applications received since the adoption of the Caledon East CIP:

Year Application Received	Number of Applications Received	Type of Grant Program Applied For	Total Grants Paid or Committed	Investment by Property Owners*
2014	0			
2015	2	Landscape, Façade Improvement	\$23,303.00	\$77,000.00
2020	3	Building & Façade, Landscaping Historic Property Improvement	\$23,236.79	\$62,501.38

\*As estimated by the property owners.

## Six Villages CIP

Within the Six Villages CIP there are 8 Financial Incentive Grant Programs:

- tax increment equivalent grants
- landscape and parking area improvement grants
- application and permit fee grants
- property conversion and reuse grant
- energy efficiency retrofit grants
- historic property improvement grants
- signage improvement grant
- building accessibility grant

Financial Incentive Program applications received since the adoption of the Six Villages CIP:

Year Application Received	Number of Applications Received	Type of Grant Program Applied For	Total Grants Paid or Committed	Investment by Property Owners*
2016	2	Landscape, Property Conversion, Permit Fees, & Energy Efficiency	\$9,730.51	\$31,900.00
2017	1	Landscape	\$7,500.00	\$22,701.70
2020	1	Façade, Landscape, Permit Fees	\$14,272.00	\$74,912.00

Applications received to date in Bolton, Caledon East and Six Villages represents a total of \$540,389.46 paid or committed in financial incentives and an estimated \$29 million in investment by commercial and industrial property owners to develop, redevelop or improve their property and streetscape.

In addition, numerous property owners have had pre-consultation meetings with staff and are in the process of completing application requirements.

### **Marketing of Financial Incentive Programs**

The Financial Incentive Programs are promoted through various means, such as:

- video series and social media focus
- brochure distribution to planning applicants during the pre-consultation process, Administrator provides follow up email with CIP application details as appropriate
- direct mail
- business visits
- web page
- print advertising on Town page as space is available
- Economic Development monthly electronic newsletter
- distribution of brochure at Town business events

### **Financial Implications**

The current uncommitted balance in the Community Improvement Plans (CIP) reserve fund is \$60,566.30. As part of the 2015 Budget process \$100,000 was removed from the base Operating Budget as an efficiency to utilize the CIP reserve funds available. Based on the balance in the reserve, Staff will bring forward a 2023 budget request as part of the annual budget process for Council's consideration to provide sustainable funding to the Community Improvement Plan in future years.

### **Attachments**

Schedule A: Community Improvement Plans Municipal Leadership Strategy Progress

Schedule B: Community Improvement Plan Approved Project Property Owner and Location List