



## The Corporation of the Town of Tecumseh

Planning & Building Services

**To:** Mayor and Members of Council

**From:** Brian Hillman, Director Planning & Building Services

**Date to Council:** September 22, 2020

**Report Number:** PBS-2020-33

**Subject:** Financial Incentive Program Grant Application  
Tecumseh Road Main Street Community Improvement Plan  
11865 Tecumseh Road (1912909 Ontario Inc.)  
Planning, Design and Architectural Grant Program  
OUR FILE: D18 CIPFIP - CIP-07/20

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### Recommendations

It is recommended:

**That** the Grant Application for the Tecumseh Road Main Street Community Improvement Plan (CIP) Financial Incentive Program, for the property located at 11865 Tecumseh Road (Roll No. 374402000000200), **be deemed eligible and approved** for the Planning, Design and Architectural Grant Program in the amount of \$3,000 in relation to the preparation of drawings for the building façade and parking lot improvements proposed for the subject property, all of which is in accordance with Section 11.3 (5) of the CIP and with PBS-2020-33.

### Background

The Council-adopted Tecumseh Road Main Street Community Improvement Plan (CIP) applies to an area that represents the historical commercial core of the Town and comprises an approximate 1.2 kilometre corridor centred on Tecumseh Road from the VIA Railway on the east to the Town's border with the City of Windsor just beyond Southfield Drive on the west (see CIP Area in Figure 1). The area encompasses 96 acres and approximately 115 properties with a mix of commercial and residential along with many tracts of underutilized land.

The CIP establishes a community developed vision and provides a means for planning and promoting development activities to more effectively and efficiently use lands, buildings, and facilities. Its goal is to bring about revitalization and encourage both private and public investment in the CIP Area. To help achieve this vision, the CIP provides for a range of financial incentive programs to registered Owners and tenants of land and buildings within the CIP Area. Attachment 1 contains a table that outlines the financial incentives available for lands in the CIP Area, subject to satisfying various criteria and rules.



## Comments

In early December of 2019, Town Administration met with the Owner of the commercial property located at 11865 Tecumseh Road (see Attachments 2 and 2A for location) regarding proposed improvements to the existing building and parking lot. A 286 square metre (3,086 square foot) commercial building, containing two general office units, occupies the southerly portion of the property with the balance of the lot being used as a parking area (see image below).



The Owner proposed to make improvements to the northern, eastern and western facades of the building all of which are visible from the abutting roads. The Owner was also proposing to improve the parking area surface and introduce additional landscaped areas. To assist in meeting the design/architectural guidelines of the CIP, along with the preparation of a site plan that will illustrate the proposed parking lot/landscaping improvements, the Owner intended to retain the services of an architect. Accordingly, he requested CIP funding toward the expense of the preparation of architectural drawings and related site plan. A grant to assist with these costs is contemplated by the CIP subject to meeting the design guidelines.

Based on the foregoing, the Owner submitted a Financial Incentive Program Grant Application under the Planning, Design and Architectural Grant Program seeking \$3,000 which was granted by Council at its January 14, 2020 Council Meeting by way of PBS-2020-01. Subsequent to this approval, however, the Owner decided to postpone the proposed improvements due to negotiations with his tenants and the general economic uncertainty caused by COVID-19 and advised the Town that the works would not commence until potentially 2022. Based on this information, and in accordance with the requirements of the CIP, the \$3,000 grant that was awarded in January of 2020 was rescinded in July of 2020.

In late August of 2020, the Owner contacted the Town to advise that he would like to once again proceed with the application as previously proposed. Given that the original grant commitment had been rescinded, the Owner was required to re-apply. The current grant application and corresponding proposed works are the same as those which were approved as part of the original application in January 2020.

### **Proposed Grant Details**

Based on the foregoing, the Owner has resubmitted a Financial Incentive Program Grant Application under the Planning, Design and Architectural Grant Program seeking \$3,000 (note: HST is not included as part of the grant). As required by the CIP, the Owner has provided two

reliable cost estimates for the costs related to the preparation of architectural/engineering drawings for the proposed development, as identified below:

Maged Basiliou, Architect - \$6,000

Dory Azar Architect Inc. - \$7,625

The requested amount of \$3,000 represents the maximum amount of grant available (50% of the total eligible costs up to \$3,000), as established by the selected preferred quote of Maged Basiliou, Architect.

The subject grant application has been reviewed/evaluated by Town Administration against the requirements of the CIP. Town Administration has no concerns with the application and recommends that the application be deemed eligible and approved in accordance with Section 11.3 (5) of the CIP.

## **Next Steps**

Upon Council approval, a letter from the Town to the Owner advising of Council's approval will represent a grant commitment. The CIP establishes the following with respect to the Planning, Design and Architectural Grant Program:

- i) the Owner will have a period of six months to start the drawings and one year to complete the proposed drawings from the date of Council approval;
- ii) extensions will be considered on a case-by-case basis; and
- iii) an application may be cancelled if the preparation of the drawings does not commence within the six-month period or if the approved drawings are not completed within a one-year period from the date of Council approval.

Upon completion, Administration will conduct a review of the drawings to ensure all requirements of the CIP have been complied with. Once it has been determined that the CIP requirements have been met, and upon the receipt of invoices from the Owner and proof of payment, the Grant will be issued.

## **Consultations**

Financial Services

## **Financial Implications**

The Tecumseh Road CIP provides for Support Programs and Incentives that can total up to \$417,000 per calendar year commencing in 2016. This is the sum of annual maximum limits

per individual incentive program category within the CIP. Actual incentives available will depend on approved budget funding.

The 2020 budget includes CIP grant funding of \$125,000, with an additional \$110,527 of uncommitted budget allocation from prior period budget being carried forward. In addition, \$6,000 of funding associated with two CIP grants approved in 2019/2020 were rescinded in July of 2020 as a result of the Owners not proceeding with their respective improvements. Accordingly, a total of \$241,527 in funds are available for 2020. To date, six other applications totalling \$148,518 in committed funding have been approved during 2020 leaving a balance of \$87,009 in current available funding.

Upon approval of the recommendation of this report, remaining available program funds for 2020 will be \$84,009 as referenced in the tables in Attachments 3A and 3B.

## Link to Strategic Priorities

Applicable	2019-22 Strategic Priorities
<input checked="" type="checkbox"/>	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
<input type="checkbox"/>	Ensure that Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
<input type="checkbox"/>	Integrate the principles of health and wellness into all of Tecumseh's plans and priorities.
<input checked="" type="checkbox"/>	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
<input checked="" type="checkbox"/>	Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.

## Communications

Not applicable ☒

Website ☐

Social Media ☐

News Release ☐

Local Newspaper ☐

This report has been reviewed by Senior Administration as indicated below and recommended for submission by the Chief Administrative Officer.

Prepared by:

Enrico DeCecco, BA (Hons), MCIP, RPP  
Junior Planner

Reviewed by:

Chad Jeffery, MA, MCIP, RPP  
Manager Planning Services

Reviewed by:

Tom Kitsos, CPA, CMA, BComm  
Director Financial Services & Chief Financial Officer

Reviewed by:

Brian Hillman, MA, MCIP, RPP  
Director Planning & Building Services

Recommended by:

Margaret Misek-Evans, MCIP, RPP  
Chief Administrative Officer

<b>Attachment Number</b>	<b>Attachment Name</b>
1	CIP Support Programs and Incentives Summary
2	Property Location in Relation to CIP Study Area
2A	Property Location, Detail View
3A	CIP Incentives Financial Summary Chart No. 1
3B	CIP Incentives Financial Summary Chart No. 2