



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: May 25, 2021

Report Number: PBS-2021-24

Subject: Financial Incentive Program Grant Application
Tecumseh Road Main Street Community Improvement Plan
11865 Tecumseh Road (1912909 Ontario Inc.)
Planning Application and Permit Fee Grant Program
Parking Area Improvement Grant Program
OUR FILE: D18 CIPFIP - CIP-07/21

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:

- i) Parking Area Improvement Grant Program in the amount of \$10,000; and
- ii) Planning Application and Permit Fee Grant Program in the amount of \$1,680

in relation to 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-2021-24.

Background

Past Community Improvement Plan (CIP) Application Approvals

In September of 2020, by way of PBS-2020-33, Town Council awarded the Owner of the commercial property located at 11865 Tecumseh Road (see Attachments 1A and 1B for location) \$3,000 under the Planning, Design and Architectural Grant Program of the Tecumseh

Road Main Street Community Improvement Plan (CIP) in relation to the preparation of drawings for proposed improvements to the building façade and parking lot on the subject property. 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 for the parking area and landscaping.

Subsequently, in March of 2021, by way of PBS-2021-09, Town Council awarded the Owner an additional \$15,000 under the Building Façade Improvement Grant Program of the CIP in relation to the construction costs associated with the implementation of the approved façade improvements proposed to the northern, eastern and western facades of the building.

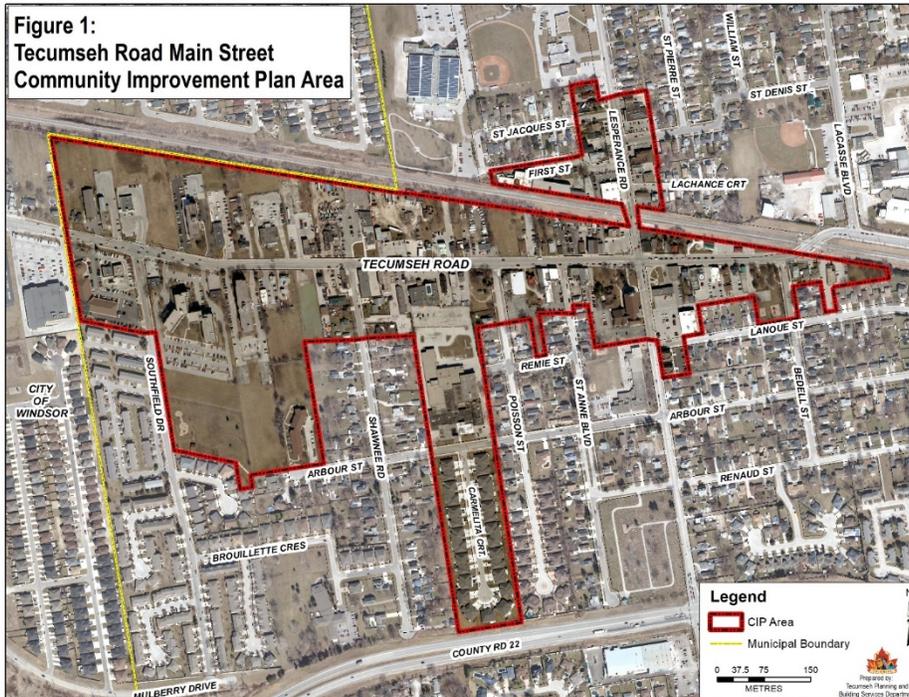
Current CIP Application

Further to and based on the aforementioned applications, the Owner has now submitted a Financial Incentive Program Grant Application seeking funding under the following programs of the CIP:

- i) Parking Area Improvement Grant Program in the amount of \$10,000, which is related to the costs associated with the improvements proposed for the parking lot. These improvements include replacement of the existing asphalt, delineation of parking spaces, improvements to the existing catch basins and the introduction of curbing and a decorative fence along the perimeter of the parking area; and
- ii) Planning Application and Permit Fee Grant Program in the amount of \$1,680, which is related to the cost of the building permit fee the Owner paid for the approved building façade improvements.

Tecumseh Road CIP

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 below). 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 2 contains a table that outlines the financial incentives available for lands in the CIP Area, subject to satisfying various criteria and rules.



Comments

Proposed CIP Grant Details

As noted above, the Owner is requesting \$10,000 under the Parking Area Improvement Grant Program. As required by the CIP, the Owner has provided two reliable cost estimates for the grant, as identified below (Note: HST is not included as part of the grant):

1. Alliance General Contracting of Windsor Inc. - \$46,812
2. Metro City Paving - \$48,300

The requested amount of \$10,000 represents the maximum amount of grant available (50% of the total eligible costs or up to \$10,000) as established by the selected preferred quote of Alliance General Contracting of Windsor Inc.

In addition, the \$1,680 being sought under the Planning Application and Permit Fee Grant Program represents the Town building permit fee cost associated with the building façade improvements currently underway. This grant provides funding of up to \$2,000 towards the costs of permit fees paid for approved projects.

The above-noted 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:

- i) the Owner will have a period of six months to start the project and one year to complete the proposed works 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 work does not commence within the six-month period or if the approved works are not completed within a one-year period from the date of Council approval.

Upon completion of the parking lot improvement, Administration will conduct a review of the work 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.

With respect to the CIP grant associated with the building permit, once the building façade works have been completed and the building permit application is finalized, the fee paid for the building permit will be refunded back to the Owner.

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 2021 budget includes CIP grant funding of \$200,000. An additional \$123,594 of uncommitted budget allocation from prior period budgets was carried forward, providing for a total of \$323,594 in funds available for 2021. To date, three other applications, requesting a total of \$215,000 in funding, have been approved by Council in 2021. Accordingly, the current available funding total is \$108,594.

Upon approval of the recommendation of this report, remaining available program funds for 2021 will be \$96,914 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 checked="" 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 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:

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Reviewed by:

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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 Misk-Evans, MCIP, RPP
Chief Administrative Officer

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