



## 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:** November 13, 2018

**Report Number:** PBS-2018-39

**Subject:** Financial Incentive Program Grant Application  
Tecumseh Road Main Street Community Improvement Plan  
1122 Lesperance Road (2586168 Ontario Inc.)  
Planning, Design and Architectural Grant Program  
OUR FILE: D18 CIPFIP - CIP-07/18

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### Recommendations

It is recommended:

1. **That** the Grant Application for the Tecumseh Road Main Street Community Improvement Plan Financial Incentive Program, for the property located at 1122 Lesperance Road (Roll No. 374415000002200), **be approved and deemed eligible** for the following Financial Incentive(s) in accordance with Section 11.3 (5):

- i) Planning, Design and Architectural Grant, for a total amount of \$3,000.00 toward the preparation of architectural drawings

all of which is in accordance with the Tecumseh Road Main Street Community Improvement Plan and PBS-2018-39.

### 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 tracks 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

## Proposal

In October of 2018, Town Administration held a pre-consultation meeting with the Owner of the commercial property located at 1122 Lesperance Road (see Attachments 2 and 2A for

location). The subject property is currently occupied by a building that is divided into three units, each of which are occupied by professional offices. The Owner is completing interior renovations and is also proposing to undertake exterior renovations to the façade of the existing building (see image below).



The Owner met with Town Administration to determine whether the proposed exterior improvements would qualify for financial incentives under the CIP. Building façade improvements are contemplated by the CIP subject to meeting the design guidelines established in the CIP. In addition, the professional fees associated with the preparation of design/architectural drawings required to undertake the façade improvements may qualify as a grant.

### **Proposed Grant Details**

Based on the foregoing, the Owner has submitted a Financial Incentive Program Grant Application seeking financial incentives under the Planning, Design and Architectural Grant Program in the amount of \$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 preparation of Architectural drawings, as identified below:

1. Dory Azar Architect Inc. - \$9,350
2. Argent Architecture + Design - \$9,000

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

It should be noted that the current application is only for the Planning, Design and Architectural Grant Program. This initial application process will permit the Owner to engage the professional services of an architect in order to prepare the necessary drawings which will then be evaluated by Town Administration against the CIP design guidelines. Once these drawings are approved, the Owner will then be eligible to apply for the Building Façade Improvement Grant Program (BFIP) seeking a grant that will assist in completing the improvements to the building facade. Approval of this subsequent BFIP application will be brought forward for Council consideration by way of a separate report.

The Planning, Design and Architectural Grant Program 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 approved and be deemed eligible 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 delivery of the completed drawings and plans to the Town, 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.

## **Consultations**

Planning & Building Services  
Financial Services  
Fire & Emergency 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. The \$417,000 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 2018 budget includes CIP grant funding of \$125,000. An additional \$88,631 of uncommitted budget allocation from prior period budgets was carried forward, thus totalling \$213,631 in funds available for 2018. To date, six CIP grant fund applications have been approved during 2018, thus the current available funding total is \$124,615.

Upon approval of the recommendation of this report, remaining available program funds for 2018 will be \$121,615 as referenced in the table in Attachment 3.

## Link to Strategic Priorities

Applicable	2017-18 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 the Town of 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 the Town 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:

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

Reviewed by:

Chad Jeffery, MA, MCIP, RPP  
Manager Planning Services

Reviewed by:

Luc Gagnon, CPA, CA, BMath  
Director Financial Services & Treasurer

Reviewed by:

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

Recommended by:

Tony Haddad, MSA, CMO, CPFA  
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
3	CIP Incentives Financial Summary

**Attachment 1**  
**Financial Incentive Program Grant Application**  
**Tecumseh Road Main Street Community Improvement Plan**  
**1122 Lesperance Road**  
**CIP Support Programs and Incentives Summary**

**11.4 SUPPORT PROGRAMS AND INCENTIVES SUMMARY**

<b>Grant Program</b>	<b>Monetary Incentive</b>	<b>Annual Program Allocation</b>
Planning, Design, and Architectural Grants	Matching grant of 50% of the cost of eligible planning, design and architectural work to a maximum grant of \$3,000 with a maximum of one study per property.	\$15,000
Planning Application and Permit Fee Grant Program	Grant will be provided for 100% of the normal application or permit fees paid by the applicant to a maximum of \$2,000 for approved projects.	\$10,000
Development Charges Grant Program	One-time grant of an amount equivalent to the Town of Tecumseh Development Charge for the buildings being constructed.	\$200,000
Building Façade Improvement Grant Program (BFIP)	Matching grant of 50% of the cost of eligible façade improvements to existing commercial properties to a maximum grant of \$15,000, with a maximum of one grant per property per year. Improvements must cost \$2,000 or greater to be eligible.	\$45,000
Building and Property Improvement Grant Program (BPIG)	Amount to be determined based upon the incremental increase in the municipal taxes that results from the work being completed.	N/A
Building Rehabilitation Loan Program (BRLP)	Loan equivalent to a proportion of the work value and on a matching funds basis, to a maximum of 50% of eligible costs. The maximum loan is \$15,000.	N/A
Residential Grant Program (RGP)	Grant equal to the cost of rehabilitating existing residential units and/or constructing new residential units on the basis of \$30 per square foot of habitable floor space rehabilitated or constructed, to a maximum grant of \$20,000 per unit.	\$100,000
Parking Area Improvement Program (PAIP)	Matching grant of 50% of the cost of eligible parking area improvement work to a maximum grant of \$10,000, with a maximum of one grant per property per year.	\$30,000
Sidewalk Café Grant Program	One-time grant of 50% of the cost, up to a maximum of \$2,000 for the design of a sidewalk café. Additionally, the Town will provide eligible candidates an annual grant of 50% of the costs for related work, up to a maximum of \$2,000.	\$12,000
Mural/Public Art Program	One-time grant of a maximum of \$1,000.	\$5,000









**Attachment 3**  
Financial Incentive Program Grant Application  
Tecumseh Road Main Street Community Improvement Plan  
1122 Lesperance Road  
**CIP Incentives Financial Summary Charts**

<b>CIP Incentives Summary - Year-to-Date, November 2018</b>				
<b>Grant Program</b>	<b>Annual Program Allocation Limit</b>	<b>Projects Committed</b>	<b>Projects Proposed</b>	<b>Paid</b>
1. Planning, Design, and Architectural Grants	\$ 15,000	\$ 3,000	\$ 3,000	\$ -
2. Planning Application and Permit Fee Grant Program	\$ 10,000	\$ 600		\$ 600
3. Development Charges Grant Program	\$ 200,000	\$ 5,416		\$ -
4. Building Façade Improvement Grant Program (BFIP)	\$ 45,000	\$ 19,000		\$ -
5. Residential Grant Program (RGP)	\$ 100,000	\$ 60,000		\$ -
6. Parking Area Improvement Program (PAIP)	\$ 30,000	\$ -	\$ -	\$ -
7. Sidewalk Café Grant Program	\$ 12,000	\$ -	\$ -	\$ -
8. Mural/Public Art Program	\$ 5,000	\$ 1,000		\$ -
	<b>\$ 417,000</b>	<b>\$ 89,016</b>	<b>\$ 3,000</b>	<b>\$ 600</b>
<b>Actual Budget Allocations:</b>				
2018	\$ 125,000			
Prior Years - Carry-forward	\$ 88,631			
<b>Total Available for 2018</b>	<b>\$ 213,631</b>			
2018 Annual Funding Shortfall including carry-overs	\$ (203,369)			
Total Available for 2018 less Projects Committed		<b>\$ 124,615</b>		
Remaining Available less Projects Proposed			<b>\$ 121,615</b>	

<b>CIP Approved Projects and Funding Since Inception</b>										
<b>Project Code / Year</b>	<b>Project Name</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>Total</b>
CIP-01/16	Buckingham Realty	\$ 1,475								\$ 1,475
CIP-02/16	Frank Brewing Co.							\$ 2,000		\$ 2,000
CIP-03/16	1614840 Ontario Ltd.		\$ 2,000	\$ 80,784						\$ 82,784
CIP-04/16	Valente Development Corp.			\$ 80,003						\$ 80,003
CIP-02/17	Valente Development Corp.			\$ 78,120						\$ 78,120
CIP-03/17	Lesperance Plaza Inc				\$ 15,000					\$ 15,000
CIP-04/17	St. Anne Church				\$ 15,000					\$ 15,000
CIP-05/17	Carrots N Dates							\$ 2,000		\$ 2,000
CIP-06/17	Buckingham Realty				\$ 15,000					\$ 15,000
CIP-01/18	1071 Lesperance Road – c/o Lesperance Square Inc.	\$ 3,000								\$ 3,000
CIP-02/18	12350 Tecumseh Rd. - Tecumseh Historical Society							\$ 1,000		\$ 1,000
CIP-03/18	Buckingham Realty		\$ 600							\$ 600
CIP-04/18	1071 Lesperance Road – c/o Lesperance Square Inc.			\$ 5,416	\$ 15,000	\$ 40,000				\$ 60,416
CIP-05/18	12357 Tecumseh Road - Bosely Hair					\$ 20,000				\$ 20,000
CIP-06/18	12122 Tecumseh Road - Team Goran Realty				\$ 4,000					\$ 4,000
	<b>Total</b>	<b>\$ 4,475</b>	<b>\$ 2,600</b>	<b>\$ 244,323</b>	<b>\$ 64,000</b>	<b>\$ 60,000</b>	<b>\$ -</b>	<b>\$ 4,000</b>	<b>\$ 1,000</b>	<b>\$ 380,398</b>

PB Report #